

**AGENDA**  
**GOVERNMENT OPERATIONS COMMITTEE**  
**Thursday, July 9<sup>th</sup> 8:30 a.m.**

*Supervisors: Emmel, Chatfield, Spickerman, Verkey and Eygnor*

8:30 a.m.

**Approval of meeting minutes**

8:30 a.m.

**Transmittals referred to Committee**

8:35 a.m.

**County Attorney, Dan Connors**

Monthly Report [County Attorney monthly report - June.pdf](#)

8:40 a.m.

**Board of Elections, Mark Alquist & John Zornow**

TRANSMITTAL:

- Authorization to sign contract with NYS Board of Elections [BOE 07 Res1.CyberGrantFunds REV1.doc](#)

8:45 a.m.

**Compliance Officer, Ed Hunt**

TRANSMITTAL:

- Authorization to appoint members to County's Compliance Committee [COMP06RES 1-Compliance Committee Appointments.doc](#)

8:50 a.m.

**County Clerk, Mike Jankowski**

Bicentennial update—Peter Evans and Gene Bavis [Bavis budet 5-19-20.xlsx](#)  
2<sup>nd</sup> Quarter Financials [Second Quarter 2020.ppt](#)

TRANSMITTAL:

- Authorization to sign IGRAC Grant [CC07RES1 Authorization to apply for LGRAC grant B.doc](#)

9:15 a.m.

**County Administrator, Rick House**

Monthly Activities Report [CADMIN committee report.docx](#)

9:25 a.m.

**Human Resource Department, Chris Kalinski**

TRANSMITTALS:

- Authorization to amend budget to pay PCORI fee [HR07RES3 PCORI Fee REV1.doc](#)
- Authorization to amend budget to pay Legal costs [HR2020 07Res1 Authorization to amend 2020 Budget REV1.doc](#)
- Authorization to sign contract with Mass Mutual Life Insurance Company [HR2020 07Res2 Deferred Comp REV1.doc](#)

**COUNTY OF WAYNE**  
**OFFICE OF THE COUNTY ATTORNEY**  
WAYNE COUNTY COURTHOUSE  
26 CHURCH STREET, LYONS, NEW YORK 14489  
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The County Attorney's Office monthly report for June 2020 is as follows:

Contracts Drafted and/or Reviewed	17
Insurance Certificates	31
Notice of Claim	0
Accidents	1
Disciplines/Grievances	0
Human Rights Complaints	0
Subpoenas	4
Freedom of Information Requests (FOIL)	21
FOIL Money Collected	\$0.00
Juvenile Delinquent's (JD's)	5
Persons In Need of Supervision (PINS)	1
Habeas Corpus	0
Poor Person Applications	2
Pistol Permit Hearings	0
Unemployment Hearings	0
Total Amount of Bills Paid from A1420(CA)	\$1,022.73
Total Amount Paid from A1930 (Judgment & Claims)	\$1,244.01
Total Amount Paid from A1931 (Liability & Casualty)	\$0.00
Total Amount Paid for 207c Claims	\$0.00

Respectfully submitted,

  
Daniel C. Connors, Esq.  
County Attorney

**RESOLUTION TRANSMITTAL**

Committee No . 5      Date: July 9, 2020

Committee Chair: Mr. Emmel  
Dept. Head: J. Zornow; M. Alquist

**AUTHORIZATION TO EXECUTE CONTRACT WITH NEW YORK STATE BOARD OF ELECTIONS FOR ELECTIONS CYBERSECURITY REMEDIATION GRANT PROGRAM**

WHEREAS, pursuant to Sections 363, 366 and 450 of the County Law, the Wayne County Board of Elections has been awarded state funding in the amount of \$84,230.01 through the New York State Board of Elections for the Elections Cybersecurity Remediation Grant Program, Contract Number BOE01-C004285-1110000; and

WHEREAS, this funding was established to reimburse County Boards of Elections for eligible expenses to implement cybersecurity remediation and mitigation services, and will apply to services purchased between December 21, 2019 and December 31, 2021; and

WHEREAS, a contract is necessary in order to accept and receive the aforementioned grant funding; and

WHEREAS, this program is 100% state funded, and appropriations are included in the IT Department budget; and

RESOLVED, that the Chairman of the Wayne County Board of Supervisors is hereby authorized to execute a contract, on behalf of Wayne County, with the New York State Board of Elections, subject to the review and approval of the County Attorney's as to form and content, in order to accept and receive the aforementioned grant funding, according to the above-described terms; and be it further

RESOLVED, that upon termination of either state or federal funding for this program, then this program shall be automatically abolished; and be it further

RESOLVED, that such contract shall provide that upon the reduction of any such funding, the County, in its sole discretion, may terminate the contract on thirty (30) days' written notice; and be it further

RESOLVED, that in the event of any such reduction, the department head involved shall immediately report such occurrence to the County Administrator and Government Operations Standing Committee.

Budgeted: yes \_\_\_ no x Proposed Cost: \$84,230.01 Reimbursed Amount \$ 84,230.01 County cost 0

Departmental transfer \$ \_\_\_\_\_ from Account No. \_\_\_\_\_ to Account No. \_\_\_\_\_

County Administrator's Review: \_\_\_\_\_ Date: \_\_\_\_\_

County Attorney Review: yes \_\_\_ no \_\_\_ N/A \_\_\_ Signature: \_\_\_\_\_

Standing Committee: Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Signature/Date Rec'd: \_\_\_\_\_ Clerk, Board of Supervisors

Referred to:

Committee: \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

**RESOLUTION TRANSMITTAL**

Committee No. 5 – Government Operations Committee- County Compliance  
Committee Chair: Jake Emmel

Date: July 9, 2020  
Compliance Officer: Edward Hunt

**Authorization to Appointment Members to the Wayne County Compliance Committee**

WHEREAS, the Wayne County Compliance Plan requires a Compliance Committee to maintain the Compliance Plan, report Compliance issues to the Compliance Officer, direct annual audit activities of the program, identify individual department risk standards, and advise and assist the Compliance Officer with the implementation of the Compliance Plan; and

WHEREAS, the Compliance Plan indicates that the Compliance Officer shall recommend members of the Compliance Committee; and

WHEREAS, the Compliance Officer, in addition to the required representatives, has recommended the following individuals to be appointed to the Committee:

- Dr. Ellen Wayne, Commissioner of the Wayne County Department of Social Services
- Amy Haskins, Director of the Wayne County Department of Aging and Youth

RESOLVED, that Dr. Ellen Wayne, Commissioner of the Wayne County Department of Social Services and Amy Haskins, Director of the Wayne County Department of Aging and Youth are hereby appointed to serve on the Wayne County Compliance Committee.

Budgeted: yes \_\_\_no \_\_\_ (in part) Proposed Cost: \$0 Reimbursed Amount: \$0 County cost: None

Departmental transfer \$\_\_\_\_\_ from Account No. \_\_\_\_\_ to Account No. \_\_\_\_\_

County Administrator’s Review: \_\_\_\_\_ Date: \_\_\_\_\_

Human Resources Office Review: yes \_\_\_ no \_\_\_ N/A \_\_\_ Signature: \_\_\_\_\_

County Attorney Review: yes \_\_\_ no \_\_\_ N/A \_\_\_ Signature: \_\_\_\_\_

Standing Committee: Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Signature/Date Rec’d: \_\_\_\_\_ Clerk, Board of Supervisors

Referred to:  
Committee: \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Committee: \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Budget Item	2020	2021	2022	2023	
<b>Historian's Office Budget</b>					
Tent, Banners, Display equipment & materials for Promotions	\$500	\$1,500	\$500	\$0	
Large Banners/Billboards/Bus wrap promotion materials	\$0	\$500	\$1,000	\$1,000	
Interpretive Panels (banner stands)	\$1,800	\$4,500	\$1,500	\$300	
Wayne County Bicentennial Brochure	\$0	\$2,000	\$0	\$0	
Town Brochures (15)	\$0	\$0	\$4,000	\$1,000	
Rack Cards on various subjects	\$500	\$500	\$500	\$500	
Printing of posters, flyers, & other general printing	\$200	\$300	\$500	\$800	
Printing of a Bicentennial Program Booklet	\$0	\$0	\$0	\$1,000	
Printing of photos in large format to display	\$0	\$0	\$500	\$500	
Road Signs with Bicentennial Logo	\$0	\$2,000	\$2,000	\$0	
Bicentennial Logo Lawn Signs	\$1,000	\$1,500	\$500	\$0	
Give Away Promotional Items	\$0	\$300	\$500	\$800	
Bicentennial Logo Flags to give to Towns & County	\$0	\$700	\$0	\$0	
Geocaching Project	\$0	\$200	\$300	\$0	
Torch Relay Project	\$0	\$0	\$500	\$1,000	
Video Production Costs	\$0	\$0	\$1,000	\$1,500	
QR Code & Passport Markers	\$0	\$500	\$500	\$500	
April 11, 2023 Celebration Expenses	\$0	\$0	\$0	\$1,000	
Historic Markers	\$0	\$0	\$15,000	\$5,000	
<b>Totals without historic markers</b>	<b>\$4,000</b>	<b>\$14,500</b>	<b>\$13,800</b>	<b>\$9,900</b>	<b>\$42,200</b>
<b>Totals</b>	<b>\$4,000</b>	<b>\$14,500</b>	<b>\$28,800</b>	<b>\$14,900</b>	<b>\$62,200</b>
					4-year total
<b>Wayne County Bicentennial Budget at WCHS</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
Calendar	\$0		\$0	\$0	\$0
Bicentennial Logo Flags to sell	\$0	\$1,800	\$0	\$0	\$0
Books	\$0				\$0
"It Happened in Wayne County, 2023" Souvenir Booklet	\$0	\$0	\$0	\$0	???
T-shirts					\$0
Souvenir Items					\$0
Gala	\$0	\$0			\$0

**RESOLUTION TRANSMITTAL**

Committee No. 5

Date: July 9, 2020

Committee Chair: Jake Emmel  
Department Head: Mike Jankowski

**AUTHORIZATION TO APPLY FOR FOR FUNDING FROM THE NYS CONSOLIDATED FUNDING FOR SHARED SERVICES**

WHEREAS, Wayne County intends to apply for a Local Government Records Management Improvement Fund Grant (LGRMIF) from the NYS Archives, through the New York State Department of Education, for monies to continue its efforts to increase efficiencies in delivery of Digital document services and through shared services and support related to records management systems; and

WHEREAS, Wayne County, in pursuing funding through LGRMIF is looking forward to sharing services and intermunicipal cooperation with the Town of Arcadia and others which will result in savings and improved records availability for its constituents; now therefore be it

RESOLVED, that the Wayne County Board of Supervisors hereby supports the pursuit and application for funding for shared services with the Town of Arcadia through a Local Government Records Management Improvement Fund Grant and authorizes the Chairman to sign the application and letter of intent; and be it further

RESOLVED, that copies of this resolution be given to the Town of Arcadia, County Treasurer, Clerk of the Legislature and the Records Management Officer.

Budgeted: yes \_\_\_ no \_\_\_ Proposed Cost: \_\_\_0\_\_\_ Reimbursed Amount \_\_\_\_\_ County cost \_\_\_0\_\_\_

Departmental transfer \$ \_\_\_\_\_ from Account No. \_\_\_\_\_ to Account No. \_\_\_\_\_

County Administrator's Review: \_\_\_\_\_ Date: \_\_\_\_\_

Human Resources Office Review: yes \_\_\_ no \_\_\_ N/A \_\_\_ Signature: \_\_\_\_\_

County Attorney Review: yes \_\_\_ no \_\_\_ N/A \_\_\_ Signature: \_\_\_\_\_

Standing Committee: Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Signature/Date Rec'd: \_\_\_\_\_ Clerk, Board of Supervisors

Referred to:  
Committee: \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Committee: \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_



**Office of the County Administrator  
Rick House, County Administrator  
Committee Report for June 2020**

**Discussion Items**

- 1. Efficiency Plan meetings with department heads**
- 2. Hiring freeze/current vacancies**
- 3. Budget timeline**
- 4. Resolution review**
- 5. Monthly column**
- 6. Residency**
- 7. Compliance**
- 8. Work Force Investment Board meeting**
- 9. Discovery**
- 10. Grand Jury prep**

**RESOLUTION TRANSMITTAL**

HR07Res3  
Committee No. 5

Date: July 9, 2020

Committee Chair: Jake Emmel  
Department Head: Chris Kalinski

**AUTHORIZATION TO AMEND THE 2020 BUDGET TO PAY PATIENT-CENTERED OUTCOMES RESEARCH INSTITUTE (PCORI) FEE**

WHEREAS, Provision 6301 of the affordable Care Act requires sponsors of self-insured health plans and issuers of health insurance policies to pay a fee to the Patient-Centered Outcomes Research Institute (PCORI), and

WHEREAS, the original legislation required that the fee be paid for policy years ending after September 30, 2012 and before October 1, 2019; and

WHEREAS, the 2020 adopted County budget did not include appropriations for this fee, as it was set to expire in 2019;

WHEREAS, The Further Consolidated Appropriations Act, 2020 (Pub. L. 116-94), signed into law on December 20, 2019, extended the Patient-Centered Outcomes Research Trust Fund fee imposed by Internal Revenue Code sections 4375 and 4376 for 10 years. As a result of this extension, the Patient-Centered Outcomes Research Trust Fund fee will continue to be imposed through 2029; and

WHEREAS, the fee applicable to Wayne County for the policy year ending December 31, 2019, is \$4054, now, therefore be it

RESOLVED that the Wayne County Treasurer is hereby authorized to amend the 2020 budget as follows:

A1990 Contingent Fund General

(Appropriations) \$4054 from .54000 Contractual Expenses

A9060 Hospital and Medical Insurance

(Appropriations) \$4054 to .54104 Affordable Care Act

Budgeted: yes \_ no X Proposed Cost: \$4054 Reimbursed Amount \$0.00 County cost \$4054

Departmental transfer \$ \_\_\_\_\_ from Account No. \_\_\_\_\_ to Account No. \_\_\_\_\_

County Administrator's Review \$ Approval: yes \_\_\_ no \_\_\_ by: \_\_\_\_\_

Human Resources Office Review & Approval: yes \_\_\_ no \_\_\_ by: \_\_\_\_\_

County Attorney Review: yes \_\_\_ no \_\_\_ N/A \_\_\_ by: \_\_\_\_\_

Standing Committee: Ayes \_\_\_ Nays \_\_\_ Date: \_\_\_\_\_ by: \_\_\_\_\_

Signature/Date Rec'd: \_\_\_\_\_ Clerk, Board of Supervisors

Referred to:

Committee: \_\_\_ Ayes \_\_\_ Nays \_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Committee: \_\_\_ Ayes \_\_\_ Nays \_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_



**RESOLUTION TRANSMITTAL**

HR 07 RES 1  
Committee No.5

July 9, 2020

Committee Chair: Jake Emmel  
Department Head: Chris Kalinski

**AUTHORIZATION TO AMEND THE 2020 BUDGET DUE TO LEGAL COSTS**

WHEREAS, the Human Resource Department pays for Legal Representation for contract negotiations, arbitrations, etc.; and  
WHEREAS, the 2020 budget was established with an amount of \$60,500 to cover these services with extensive time period on contract negotiations and arbitrations, the funds have been depleted with a present negative balance; and

WHEREAS, the County will continue legal services from Hancock Estabrook, LLP for services to negotiate outstanding contract with one unit and arbitrations; and

WHEREAS, the Human Resource Director is desirous to amend the 2020 Budget to add \$60,000 Budget Appropriations to cover anticipated costs of continuation of negotiations and arbitrations; now, therefor be it

RESOLVED, that the Wayne County Treasurer is authorized to amend the 2020 Budget as follows:

**A1990 Contingent Fund General**

(Appropriations)

\$60,000 from 54000 Contractual Expenses

**A1430 Human Resource Departments**

(Appropriations)

\$60,000 to 54486 Union Contracts

Budgeted: yes \_\_\_ no X Proposed Cost: \$60,000.00 Reimbursed Amount \$0.00 County cost \$60,000.00

Departmental transfer \$ \_\_\_\_\_ from Account No. \_\_\_\_\_ to Account No. \_\_\_\_\_

County Administrator's Review \$ Approval: yes \_\_\_ no \_\_\_ by: \_\_\_\_\_

Human Resources Office Review & Approval: yes \_\_\_ no \_\_\_ by: \_\_\_\_\_

County Attorney Review: yes \_\_\_ no \_\_\_ N/A \_\_\_ by: \_\_\_\_\_

Standing Committee: Ayes \_\_\_ Nays \_\_\_ Date: \_\_\_\_\_ by: \_\_\_\_\_

Signature/Date Rec'd: \_\_\_\_\_ Clerk, Board of Supervisors

Referred to:

Committee: \_\_\_ Ayes \_\_\_ Nays \_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Committee: \_\_\_ Ayes \_\_\_ Nays \_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

**RESOLUTION TRANSMITTAL**

HR 07 RES 2  
Committee No.5

July 9, 2020

Committee Chair: Jake Emmel  
Department Head: Chris Kalinski

**AUTHORIZING A FIVE (5) YEAR CONTRACT FOR A DEFERRED COMPENSATION PROVIDER**

WHEREAS, Wayne County is a local public employer, which has adopted a deferred compensation plan pursuant to Section 5 of the New York State Finance Law; and

WHEREAS, the purpose of such plan is to provide employees with a convenient and tax-favored method of saving on a regular and long-term basis, and thereby provide for their retirement; and

WHEREAS, this plan is now due for renewal under procedures set forth by the New York State Deferred Compensation Board; and

WHEREAS; the Wayne County Board of Supervisors authorized an Advisory Committee to review/revise the model plan, assist the Request for Proposals (RFP, competitive bidding) process, and make a recommendation to the Board for a provider to continue the Deferred Compensation Plan; and

WHEREAS; the RFP was published in early March 2020 as required by New York State Law; and

WHEREAS; three proposals were received in response to the RFP; and

WHEREAS; each of these proposals were analyzed by the Advisory Committee

WHEREAS; the Advisory Committee has recommended the bidder who is best able to provide the County with a Deferred Compensation Plan, therefor be it

RESOLVED, that the Chairman of the Wayne County Board of Supervisors is hereby authorized to contract for a five (5) year period with MassMutual Life Insurance Company in conjunction with Reliance Trust Company as Trustee.

Budgeted: yes \_\_\_ no X Proposed Cost: \$ \_\_\_\_\_ Reimbursed Amount \$0.00 County cost \$ \_\_\_\_\_

Departmental transfer \$ \_\_\_\_\_ from Account No. \_\_\_\_\_ to Account No. \_\_\_\_\_

County Administrator's Review \$ Approval: yes \_\_\_ no \_\_\_ by: \_\_\_\_\_

Human Resources Office Review & Approval: yes \_\_\_ no \_\_\_ by: \_\_\_\_\_

County Attorney Review: yes \_\_\_ no \_\_\_ N/A \_\_\_ by: \_\_\_\_\_

Standing Committee: Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ by: \_\_\_\_\_

Signature/Date Rec'd: \_\_\_\_\_ Clerk, Board of Supervisors

Referred to:

Committee: \_\_\_ Ayes \_\_\_ Nays \_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Committee: \_\_\_ Ayes \_\_\_ Nays \_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_