

**REQUEST TO CALL SPECIAL EMERGENCY MEETING**

To the Deputy Clerk of the Board of Supervisors:

You are hereby directed to call a Special Emergency Meeting of the Board of Supervisors of Wayne County, New York, to be held on Friday, March 27<sup>th</sup> 10:00 a.m. in the Wayne County Court House first floor conference room. In light of the state of emergency declared by the state and the county, and with present public health considerations and understanding the need to insure government operations, the meeting will be conducted partially in person and through video conferencing. The public may listen into this teleconference through a speaker being put in place on the County Court House premises, through the County's Facebook page or the County's You-Tube page. This meeting is being conducted in this manner pursuant to Governor Cuomo's Executive Order 202.1 The purpose of the meeting is:

- FIRST: To address the status of the County's workforce during the duration of the COVID-19 public health emergency; and
- SECOND: To take action on the cancelation of interest charges on delinquent real property taxes for the month of April; and
- THIRD: Address any other emergency requests that should come before the Board.

*Kenneth F. Miller*

Kenneth F. Miller, Chairman  
Wayne County Board of Supervisors

Dated at Lyons, New York  
March 25<sup>th</sup> 2020

**NOTICE OF SPECIAL MEETING**

State of New York  
Wayne County  
Office of the Clerk of the Board of Supervisors

Upon direction of the Chairman of the Board of Supervisors of the County of Wayne, I do hereby call an Emergency Meeting of the Board of Supervisors of Wayne County, New York, to be held on Friday, March 27<sup>th</sup> 10:00 a.m. in the Wayne County Court House first floor conference room. In light of the state of emergency declared by the state and the county, and with present public health considerations and understanding the need to insure government operations, the meeting will be conducted partially in person and through video conferencing. The public may listen into this teleconference through a speaker being put in place on the County Court House premises, through the County's Facebook page or the County's You-Tube page. This meeting is being conducted in this manner pursuant to Governor Cuomo's Executive Order 202.1 The purpose of the meeting is:

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- SECOND: To take action on the cancelation of interest charges on delinquent real property taxes for the month of April; and
- THIRD: Address any other emergency requests that should come before the Board.

Dated at Lyons, New York  
March 25<sup>th</sup> 2020

Debbie Ann Lisenno, Deputy Clerk  
Wayne County Board of Supervisors

5<sup>th</sup> Day  
Friday, March 27<sup>th</sup> 2020  
10:00 a.m.

An emergency meeting of the Board of Supervisors was held in the first floor conference room of the Court House, Chairman Miller presiding.

The meeting was conducted via tele-conference due to the recent State of Emergency declared by Governor Cuomo which does not allow for groups to meet due to the COVID-19 public health issue. Upon roll call, all Supervisors were present.

Those in fiscal attendance included Chairman Ken Miller, County Administrator Richard House, County Attorney Daniel Connors, Fiscal Assistant Ken Blake and Human Resource Director Christine Kalinski.

Mr. House informed the group Rootstock Ciderworks in Williamson has ceased their normal production of ciders and are now making hand sanitizer. The County has placed an order for several cartons of this product. He thanked the local business for helping out the community in this way.

Mr. Miller noted the change in meeting circumstances due to recent public health issues; assuring everyone the meeting was being conducted pursuant to Governor Cuomo's Executive Order 202.1

NYS Assemblyman Brian Manktelow was also present at the meeting. His district office remains open and anticipates returning to work either in Albany or by tele-conference to work on the State budget in the very near future.

#### **REGULAR SESSION:**

#### **RESOLUTION NO. 212-20: AUTHORIZING THE COUNTY TREASURER TO CANCEL 1% INTEREST CHARGES ON DELINQUENT REAL PROPERTY TAXES FOR THE MONTH OF APRIL 2020**

Mrs. Bender presented the following:

WHEREAS, Wayne County Declared a State of Emergency on March 15, 2020 at 3:00 pm in response to the COVID-19 public health emergency; and

WHEREAS, as of March 22, 2020 the Governor put more restriction in place to slow the spread of COVID-19; and

WHEREAS, the Wayne County Treasurer's Office is no longer accepting in person transactions due to COVID-19; and

WHEREAS, due to the restricted access and request for residents to stay home to avoid social interaction to stop the spread of COVID-19, the Wayne County Treasurer wishes to cancel the 1% interest charges that would ordinarily be added to delinquent real property taxes effective April 1, 2020; and

WHEREAS, New York State Real Property Tax Law Section 1182 allows the Board of Supervisors to authorize the County Treasurer, as the Tax Enforcement Officer, to cancel interest charges to which the County is entitled; now, therefore, be it

RESOLVED that the County Treasurer is authorized to cancel 1% interest charges on delinquent real property taxes for the month of April 2020 only.

Mrs. Bender moved the adoption of the resolution. Seconded by Mr. Eygnor. Upon roll call, all Supervisors voted Aye. The Chairman declared the Resolution adopted.

#### **RESOLUTION 213-20: AUTHORIZATION TO ESTABLISH WAYNE COUNTY PAYROLL POLICIES FOR RESPONSE TO COVID-19, AND SUPERSEDE POLICIES ADOPTED IN RESOLUTION NO. 209-20**

Mr. Emmel presented the following:

WHEREAS, the Chairman of the Wayne County Board of Supervisors, declared a 30-day State of Emergency for Wayne County on March 15, 2020, in response to the COVID-19 emergency; and

WHEREAS, Governor Cuomo declared an executive order to allow non-essential personnel as determined by the local government, to be able to work from home or take leave without charging accruals, except for those personnel essential to the locality's response to the COVID-19 emergency; and

WHEREAS, Department Heads have been instructed to minimize staff keeping only staff deemed necessary to continue essential departmental operations, while also understanding that the number of staff deemed essential can be changed as directed; and

WHEREAS, the Chairman of the Board of Supervisors authorized the County Administrator to establish temporary policies for the County response to the COVID-19 emergency, and to adhere to Governor Cuomo's directive; and be it

RESOLVED, that the policies in this resolution will supersede any conflicting policies adopted in Resolution No. 209-20; and be it further

RESOLVED, that the following County policies regarding the County's response to the COVID-19 emergency are hereby adopted by the Board of Supervisors to take effect beginning with the payroll period starting Friday, April 3, 2020 and will continue until the State of Emergency has been lifted by Governor Cuomo or upon further action by the Board of Supervisors:

- Employees who are placed under COVID-19 related isolation or quarantine by Wayne County Public Health, New York State Department of Health, or a primary Medical Physician, will not be charged sick leave accruals for the 14-day period spent in isolation/quarantine.
- Essential employees that present with COVID-19 symptoms and are instructed to go home by their supervisor or designee, will not be charged sick leave for time spent in COVID-19 isolation/quarantine as long as a medical slip from a medical professional that is specific to COVID-19 is provided to their Department Head/Designee and the Human Resource Department.
- Essential employees that are sick with other illness, not COVID-19 related, will continue or be required to use sick leave accruals.
- Should Wayne County or any other governmental entity (State or Federal) force the temporary closure of any County facility, the staff deemed essential staff will be required to report to work at another location established under your COOP plan or if the availability exists, may be able to work remotely with approval of the County Administrator.
- Staff directed not to report to work during the COVID-19 State of Emergency will be paid furlough pay for regular straight time and not charged annual leave. A furloughed employee may be recalled to work at any time. A furloughed employee may also be instructed to work remotely if available. Furloughed staff not directly reporting to the County work site are not eligible for any additional COVID-19 leave accrual benefit. For purposes of this policy County work site is defined as the normal county building to which an employee is assigned.
- Full time staff deemed essential and required to report to their normal county work site, will be eligible for a maximum of one (1) additional day of leave accrual for each full standardized bi-weekly payroll period. Standardized bi-weekly payroll periods will be the same as 70, 75, 80 standard bi-week scheduled hours for the current position. In any bi-weekly payroll period where the employee does not actually work full time hours, the COVID-19 leave accrual hours will be prorated appropriately based on actual hours worked.

Standardized bi-weekly payroll period work hours chart

Bi-weekly hours

70 hrs

75 hrs

80 hrs

Benefit hours

7 hrs or .70 per day up to maximum of 7.0 hours bi-weekly

7.50 hrs or .75 per day up to a maximum of 7.5 hours bi-weekly

8 hrs or .80 per day up to a maximum of 8.0 hours bi-weekly

- Employees already on an extended leave either paid or unpaid, including but are not limited to maternity leave, medical leave not related to COVID-19, Workman's Compensation leave, military leave, suspension, are excluded from this policy.
- Elected Officials, substitute, part-time, flat-rate employees are excluded from this policy.
- Employees will have the option to sell back up to a maximum of three (3) weeks of leave during the Annual Leave Buyout in the first payroll period of December 2020, of unused COVID-19 leave time accrued in 2020.

Mr. Robusto moved the adoption of the resolution. Seconded by Mr. Chatfield.

Mr. Blake stated the value of accrued earning under the 209-20 Resolution is approximately \$1.4 million each pay period; the cost of this proposal would decrease that amount to \$140,000 per pay period.

Mr. House acknowledged the need to compensate employees that remain at work. He believes this new policy is the most fiscally responsible action for the County. This issue will remain under constant review.

Upon roll call, all Supervisors voted Aye. The Chairman declared the Resolution adopted.

**OTHER BUSINESS:**

Mr. Miller said a tentative meeting would be scheduled for Monday, March 30<sup>th</sup> at 10 a.m. to discuss scheduling of Committee meetings for April.

**ADJOURNMENT:**

The next scheduled meeting of the Board is **Tuesday, April 21, 2020 at 9:00 a.m.**

Mrs. Jacobs moved, seconded by Mr. Eynor, that the Board adjourn at 10:22 a.m. Carried.

Debbie Ann Liseno, Wayne County Board of Supervisors  
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