



GOVERNMENTAL OPERATIONS & IMPROVED METHODS COMMITTEE

AGENDA

Municipal Building

Economic Development Conference Room

Tuesday, August 16, 2016 @ 3:30 p.m.

- **Adopt minutes of the July 26, 2016 meeting**
- **Budget Presentation Schedule**
 - **3:30 p.m.-County Clerk/Motor Vehicles** **Matt Hoose**
 - **3:45 p.m.-Board of Supervisors** **Karen DeMay**
 - **3:50 p.m.-Regulatory Compliance/Animal Control** **Brian Young**
 - **4:05 p.m.-County Attorney** **Gary Curtiss**
 - **4:15 p.m.-Raims** **Rosemary Switzer**
 - **4:25 p.m.-Board of Elections** **Mary Salotti & Mike Northrup**
 - **4:35 p.m.-Information Services** **Sean Barry**
 - **4:50 p.m.-County Administrator** **Mary Krause**
 - **5:05 p.m.-Real Property Tax Services** **Robin Johnson**

Resolution: "Erroneous and Refunded Taxes to be Charged to Certain Towns and Special Districts"

COMMITTEE INTERESTS

Future Agenda Items

Adjournment

For assistance w/agenda call:

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GOVERNMENTAL OPERATIONS & IMPROVED METHODS COMMITTEE

DRAFT MINUTES

Tuesday July 26, 2016

Committee Members

*Greg Bendzlowicz, Chair
Tamara Hicks
Margaret Hilton
Dominick Vedora
Mark Venuti
Fred Wille*

Others Present

County Administrator Mary Krause, Deputy County Administrator Brian Young, Board of Supervisors Chairman Jack Marren, Board of Supervisors Clerk Karen DeMay, Director of Finance Mary Gates, BOE Commissioner Mary Salotti, BOE Commissioner Michael Northrup, Chief Information Officer Sean Barry, Real Property Tax Director Robin Johnson, Real Property Tax Aide Tammy Jahna

Chairman Bendzlowicz called the meeting to order at 4:00 p.m. *Supervisors Hicks and Hilton are necessarily absent.*

Minutes from the July 5, 2016 meeting amended as follows:

County Administrator Mary Krause. In anticipation of the 2017 budget, the elimination of one part time position in Information Services Department, month to month machine contract, and a decrease in the volume of work in the print shop, Mary Krause requested an RFP be issued to investigate finding an outside source to provide printing services for the County. Administrator Krause has notified CSEA for the potential outsourcing of printing services.

Supervisor Vedora made a motion, seconded by Supervisor Venuti, to adopt the minutes of the July 5, 2016 meeting as amended; motion carried.

Real Property Tax Director Robin Johnson discussed setting a time for the 2016 Budget Presentation Meeting. The meeting will begin at 3:30pm. *All in favor.*

BOE Commissioners Mary Salotti and Michael Northrup presented the resolution Authorization to Raise Amount of Stipend Paid to Election Inspectors by Ontario County Board of Elections. Commission Salotti explained that the inspectors work at the polls assisting in the voting process. It has been difficult recruiting and keeping inspectors due to the lower rate paid by Ontario County in comparison to rates paid by surrounding counties.

Commissioner Northrup found, through a comparison with surrounding counties, that these counties pay election inspectors \$180 for general elections and \$125 for primary elections. Ontario County currently pays inspectors \$150 for general elections, \$85 for primary elections, and a \$25 training fee for each inspector. The Ontario County Election Commissioners are proposing to increase the election stipends to \$180 for general elections, \$100 for primary elections, and a \$30 training fee for each inspector. Funds for the increase are included in the Board of Elections budget. Targeted mailings will be sent to prime voters' households to recruit inspectors.

Supervisor Venuti made a motion, seconded by Supervisor Wille to approve the resolution "Authorization to Raise Amount of Stipend Paid to Election Inspectors by Ontario County Board of Elections." All in favor, motion carried.

County Administrator Mary Krause discussed Board Rules Review and Board Committee Structure. Administrator Krause presented a drafted memo concerning committee structure which included possible survey questions for Committee discussion. Questions number four and six were discussed as follows.

#4) If committees were consolidated, would you be in favor of a small stipend for chairs and vice chairs who may be called upon to take on greater responsibility?

Support given in favor of the stipend and keeping the question in the survey: The chair would have an increase in resolution review, more complex agendas to oversee, more time spent planning (time/organization), and increased contact with supervisors, department heads, and staff.

Concerns raised not in favor of the stipend and deleting the question from the survey: Committee staff could handle the majority of the workload.

#6) Do you want to revisit mileage expense for Board members for: all regular and special committee meetings and all regular and special Board meetings?

Several concerns were raised for deleting question #6 from the survey: The average cost of supervisors mileage could run as high as \$16,000, supervisors will be traveling less with four committees, and mileage could be difficult to monitor and audit.

After discussion it was decided to keep question number four in the survey, with discussion, and delete question number six.

Chief Information Officer Sean Barry gave an update on position changes in the IS department. A program analyst position has been abolished due to retirement and its outdated job description. Due to reorganization the position of Application Support Manager has been created with an updated job description. This position is the same grade as the former and will not affect the budget.

County Administrator Mary Krause gave an update on the Mission /Vision Statement. She explained that terrific feedback has been received regarding the Mission/Vision Statement. Slight language changes will be made and the statement will be redistributed to the management retreat group and administrative core group for review. A resolution will be brought to the committee at the next meeting.

County Administrator Mary Krause gave an update on the No Cost Time Extension for the renovation of 74 Ontario Street for the new meeting room. The plan was approved through the Public Works Committee. Specific cost breakdown will be available for the Board in the future.

County Administrator Mary Krause announced that the new 911 transition with the City of Geneva is complete and is 100% functioning. The final cost to the County is \$1,000,000 for hardware/software and \$800,000 as an ongoing cost for staffing.

Being no further business to come before the committee, *Supervisor Vedora made a motion, seconded by Supervisor Wille to adjourn, motion carried. Meeting adjourned at 5:03p.m.*

Respectfully Submitted,
Tammy Luzzi
Real Property Tax Services Aide