



GOVERNMENTAL OPERATIONS & IMPROVED METHODS COMMITTEE

APPROVED MINUTES
Tuesday, March 18, 2014

Committee Members:

Ralph Angelo, Chair
Margaret Hilton
Dominick Vedora
Dianne Crowley
Mark Venuti
Gregory Bendzlowicz

Others Present:

County Administrator, John Garvey; Deputy County Administrator, Darlys McDonough; Supervisor John Sheppard; Chief Information Officer, Sean Barry; Records Management Officer, Rosemary Switzer; Director of Human Resources, Mary Krause; Board of Elections Commissioner, Mary Salotti; County Clerk, Matthew Hoose; Real Property Tax Director, Robin Johnson

Chairman Angelo called the meeting to order at 4:00 p.m. Supervisor Hilton made a motion, seconded by Supervisor Crowley, to adopt the minutes of the February 25, 2014 meeting; motion carried.

Elections Commissioner Mary Salotti presented a resolution to extend the contract with New York State for reimbursement of expenses incurred to comply with the Help America Vote Act (HAVA). The original funding from the federal government was approximately \$400,000, with a current balance estimated at \$294,000 to maintain and improve HAVA.

Supervisor Crowley asked what the maintenance and improvements involve. Commissioner Salotti explained that the funds could possibly add voting machines. In addition, the BOE is in the process of buying a counter for absentee ballots. The machines would update election returns by reading the voting cards at remote locations. The cards would be taken from voting machines to various locations to be counted, and the central counter would then add absentee ballots.

Supervisor Vedora made a motion, seconded by Supervisor Hilton to approve the resolution "Authorization of Extension Agreement for Reimbursement of New York State Board of Elections" "Submission of HAVA Operations Expenses by Boards of Elections" (SHOEBOX) Costs, Contract #C003234", motion carried.

County Clerk Matthew Hoose requested permission to create a DBL position at the Motor Vehicle Bureau, bringing back a retiree for 12 weeks. The proposal has been made to the Management Comp Committee, and the resolution will be presented to the Personnel Committee on March 19th.

Supervisor Crowley made a motion to approve the request, seconded by Supervisor Bendzlowicz, motion carried.

County Clerk Hoose requested permission to abolish the position of Supervising Motor Vehicle Assistant at the main DMV office, and create a Senior MVSR position. County Clerk Hoose explained that the position has been vacant for almost a year. The position was left vacant to assess the departments needs. At this time County Clerk Hoose feels that the best use of resources to keep Heidi Barend-Guerri in that administrative position, promote a current Motor Vehicle Services Representative to Senior MVSR, then refill the vacated MVSR position. Draft resolutions were prepared by Human Resources staff. This proposal has also been approved by the Management Comp Committee and will be presented to the Personnel Committee on March 19th.

Supervisor Vedora made a motion to approve the request, seconded by Supervisor Hilton, motion carried.

Chief Information Officer Sean Barry presented a resolution to award a bid for printing services, explaining that it is similar set up from last year.

Supervisor Hilton made a motion to approve the resolution "Award of Bid for Printing of Envelopes, Letterhead, and Folders", motion carried.

Real Property Tax Director Robin Johnson presented a resolution authorizing intermunicipal cooperation agreements with schools for preparation of school tax bills.

Supervisor Hilton made a motion to approve the resolution "Authorizing intermunicipal Cooperation Agreement with School Districts for Provision of School Tax Bill Preparation Services", motion carried.

At 4:07 p.m., Supervisor Bendzlowicz made a motion, seconded by Supervisor Hilton that the committee adjourn and reconvene in executive session to discuss an employee appointment, and that Director of Human Resources Mary Krause, Supervisor John Sheppard and Real Property Tax Director Robin Johnson remain present, motion carried.

At 4:27 p.m., Supervisor Hilton made a motion, seconded by Supervisor Crowley that the committee reconvene in regular session, motion carried. County Administrator John Garvey, Deputy County Administrator Darlys McDonough, and Records Management Officer Rosemary Switzer returned to the regular meeting.

Records Management Officer Rosemary Switzer updated the committee on her proposal to abolish a microfilmer position. The microfilming project for the Department of Social Services will be completed in June, and funds to cover the salary of that position will no longer be available. The resolution will be presented to the Personnel Committee on March 19th for action by the full board. No action is necessary from the GO Committee.

Director of Human Resources Mary Krause presented with great pleasure the resolutions to reappoint John E. Garvey as County Administrator and Darlys A. McDonough as Deputy County Administrator.

Supervisor Vedora made a motion, seconded by Supervisor Bendzlowicz to approve the resolutions “Reappointment of John E. Garvey, Ontario County Administrator” and “Reappointment of Darlys A. McDonough, Ontario County Deputy County Administrator” as a block, motion carried.

Supervisor Venuti commented that County Administrator Garvey’s Goal List provoked thoughts of long range plans; what is the vision? What does Ontario County want to look like in five years?

County Administrator Garvey explained that Ontario County made a commitment to operate the landfill with Casella for twenty-five years...

Supervisor Venuti asked to interrupt, explaining that he was not looking for an answer right now. But wondered if we should undertake strategic planning. Certainly the long range plan comes from the full board of supervisors, but the County Administrator participates on all standing committees, so the question is, is there a process we should follow?

County Administrator Garvey replied that we are and we will continue to work on long range plans. There is a Solid Waste Management Plan in place, so we need to figure out what we need to do to accomplish the goals in that plan. The overall goal is to reduce solid waste in this county over the next eighteen years. The vision is somewhat determined by New York State, whose goal is to stop exporting garbage to neighboring states.

Supervisor Venuti asked if the goal is general, or should it be specific? For example is the goal to reduce waste, or to reduce waste by 57%?

County Administrator Garvey explained that there has to be some analysis; how much do we produce and place in the landfill? What is the waste stream for rural, city, residential, commercial? Once that is known, then we can set specific goals, realistic goals, and outline the steps to get there. Change is possible.

Deputy County Administrator McDonough explained that the masterplan for the landfill was set aside to concentrate on the landfill expansion permit. There are some Economic Development goals for the landfill site, which may include recycling and composting facilities.

County Administrator Garvey commented that one of his biggest accomplishments has been the assembling of his management team, comparing himself to the orchestra conductor, while they actually play the instruments. The goal list provides focus. The team that worked on the sale and transition for the Health Facility were excellent. The issues surrounding the health facility have been discussed for thirty years, and this year it was sold to the best bidder, not the highest, the best. Today the health facility is at 100% occupancy. The sale will be completed some time this summer, but there are experts running it now with the Centers for Specialty Care.

Being no further business to come before the committee, Supervisor Crowley made a motion to adjourn, seconded by Supervisor Bendzlowicz, motion carried. Meeting adjourned at 4:47 p.m.

Respectfully Submitted,
Robin Johnson, Director
Real Property Tax Services