

GOVERNMENT OPERATIONS COMMITTEE MEETING MINUTES
MAY 12, 2020

GOVERNMENT OPERATIONS COMMITTEE MEMBERS PRESENT: Campbell, Rozell, Haff, Hicks, O'Brien, Ferguson, Losaw

GOVERNMENT OPERATIONS COMMITTEE MEMBERS ABSENT: None

SUPERVISORS: Hall, Henke, Fedler, Shaw, Ward, Skellie, Hogan, Clary, Griffith

Debra Prehoda, Clerk of the Board

Roger Wickes, County Attorney

Al Nolette, County Treasurer

Chris DeBolt, County Administrator

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

- 1) Call to Order
- 2) Accept Minutes – February 25, 2020
- 3) Department Requests/Reports
 - A. Buildings & Grounds – Updates
 - B. Real Property
 - 1) Department Work Status Update
 - 2) Revaluation Project Update
 - C. Board of Elections – New Grant Application Approval
- 4) Other Business
- 5) Adjournment

Chairman Campbell called the meeting to order at 9:01 A.M. via teleconference.

A motion to approve the minutes of the February 25, 2020 meeting was moved by Mr. O'Brien, seconded by Mr. Rozell and adopted.

BOARD OF ELECTIONS – Leslie Allen, BOE Commissioner, requested approval of a federal grant in the amount of \$70,191.23 that covers extra costs incurred due to COVID-19. A motion to approve federal grant for the Board of Elections was moved by Mr. O'Brien, seconded Mr. Rozell and adopted. The County Administrator stated the June 23rd primary is back on and absentee ballots applications will have to be mailed to all democrats and will need to operate the poll sites.

REAL PROPERTY – Laura Chadwick, Director, addressed the following items:

- Work Status Update – The majority of the tax rolls are out and information has been posted on image mate online on the County website. Currently working on the village tax bills. She praised the Information Technology staff for all their assistance stating the assessors were all connected to complete the tax rolls and it is working well.
- Revaluation Project Update – The revaluation project has started and meeting with the town of Dresden tomorrow.
- Grievance Day – it is an open meeting but the determination is not open.

BUILDINGS & GROUNDS – Matt Jones, Superintendent, addressed the following items:

- Updates: They are a service department and the number of staff working relates to how many buildings are open and the number of people working. Currently two employees are doing maintenance every day; regular routine maintenance plus service calls. – air conditioning and service calls. They are getting more calls every day. The night staff is up to four employees cleaning the municipal center, Sheriff's substation- law enforcement, courts and Public Health and on Friday doing a full cleaning of the complex because unsure how many departments have been in. Probably staffed at 30% but it depends on the building usage. He is trying to do the most with the least. They thoroughly clean an area if there is an employee who has been tested and it is ready for use the next day. They are doing whatever Public Health requests to keep the area clean. Staff is on time and a half pay.

- Parks – Need a consensus on how to address the parks. They already have reservations and guidance on if they should return the deposits, open or not open the parks and need to inform staff of that decision. One option for the Board to consider and the County Administrator recommends open the gates of the parks, put up signs indicating recreate at your risk, install snow fence around the beaches and not staff the parks. If we hired no park staff and took in no revenue, it would roughly be a \$90,000 net savings in the General Fund. His concerns are the liability of trying to enforce social distancing if we allow the parks to operate in the traditional fashion of how they are operated. He recommends continuing to provide the recreational venue to the citizens because it is their parks. He is putting out there a compromise where we allow citizens to use the parks but do not provide the services they normally do. His preference would be to not open the tennis courts or the bathrooms, no amenities just provide the venue. What about liability? The County Attorney stated if we rope off the beach and pavilions and say do not use the beach and someone crosses the fence that is a whole different situation than if it is a beach with no lifeguard. He stated there will be increased risk in whatever you do and what are you comfortable with assuming. Putting the fence and signage up tells people they are not supposed to be there. If people go over the fence, they know they are not supposed to be there. He would recommend asking the Sheriff to increase patrols at both parks. The County would have to make the parks reasonably safe. The playground area would be problematic depending on when they can open. There is more to use at Lauderdale with trails and gets cars off the roads. Possibly a manager going back and forth to look at these parks and the Buildings and Grounds Superintendent stated he has staff that go to the parks twice a week and would be no need to hire a manager. Garbage is carry in, carry out. Car top boat/kayak launching is the big thing at Huletts and that was never regulated anyway. People are actively hiking and walking at Lauderdale now. The Buildings and Grounds Superintendent would leave both gates unlocked. They did get social distancing signs from the state. Mrs. Clary stated a local group is planning a summer program and plan on using Lauderdale. The Buildings and Grounds Superintendent has not been contacted about any request from this group to use the park. The decision to close will be for the year and this would be the decision for the summer. A motion to open the gates to the parks, fence off the areas of concern - beaches and pavilions and not staff for the summer with proper signage was moved by Mr. Hicks, seconded by Mr. Haff and adopted on the following roll call vote: AYES (4) Campbell, Haff, Hicks, O'Brien, NOES (3) Ferguson, Rozell and Losaw.
- Roof at Burgoyne – The projects approved this year under the capital plan were all halted. If he had to prioritize one project, the roof at Burgoyne is a major problem and close to emergency stage. He could push back some of the other projects in the capital plan. He was approved to start the engineering on the roof but stopped. He would like to start back up the engineering. All of his capital projects are on hold. The engineering was approved and that will give him the cost to replace the roof. Asking for permission to proceed with engineering and then come back to committee with cost estimates for the roof replacement. The budgeted amount for engineering is \$65,000. This has already been approved and he will proceed; no one expressing objections.
- BOCES requested an extension of their lease for a month or two if needed and will do a prorated contract. The rent is about \$5,000 per month.

OTHER BUSINESS:

Countywide Cloth Face Covering Policy – The County Administrator presented a countywide cloth face covering policy:

“When the use of cloth face coverings is deemed necessary for the protection of the health safety and welfare of the County workforce and the public by the US Centers for Disease Control (CDC), New York State Department of Health, the Chairman of Washington County Board of Supervisors, or such other qualified entity, the following policy shall be in effect:

All employees of Washington County are hereby required to wear cloth face coverings while discharging their official duties whenever adequate social distancing cannot be achieved, or there is a reasonable change that social distancing guidelines could be violated through the actions of others.”

The County Administrator stated each departments could be more strident but not less. County Attorney characterized it as the rule is you are going to be wearing a mask unless you have your own office and you are the only one in it because otherwise you don't know when you are going to encounter someone. Specific exceptions would be entertained by the Public Health Department. There are going to be unique specific situations. Because this is a broad operation with different things going on and there will be exceptions to the rule. One broad rule will not fit everything in our operations. The committee/Board would view the Public Health recommendation regarding a change to the policy and operational necessity and make a decision. A motion to adopt countywide cloth face covering policy as presented was moved by Mr. O'Brien, seconded by Mr. Rozell and adopted.

The meeting adjourned at 9:52 A.M.

Debra Prehoda, Clerk
Washington County Board of Supervisors