

Government Operations Committee
Regular Meeting Minutes – Approved 11-1-17
Wednesday, October 4, 2017 3:30 PM
Legislature Chambers

Attendance

| Attendee Name | Title | Status |
|----------------------|---|---------------|
| Daniel Klein | Chair | Present |
| Carol Chock | Vice Chair | Present |
| Dooley Kiefer | Member | Present |
| Rich John | Member | Present |
| Will Burbank | Member | Present |
| Catherine Covert | Clerk of the Legislature | Present |
| Joe Mareane | County Administrator | Present |
| Jay Franklin | Director of Assessment | Present |
| Loren Cottrell | Deputy Director of ITS | Present |
| Jonathan Wood | Tompkins County Attorney | Present |
| Kevin McGuire | Executive Assistant to the County Administrator | Present |
| Rick Snyder | Finance Director | Present |
| Melanie Merriman | Treasury Manager | Present |
| Paula Younger | Deputy County Administrator | Present |

Guests: Paul Rossi, Ithaca Board of Realtors; Media; Shawna Black, Town of Ithaca resident

Call to Order

Mr. Klein, Chair, called the meeting to order at 3:30 p.m.

Changes to Agenda

Ms. Kiefer believes the topic of the blue sign-in forms belongs on the agenda based on the minutes from the last Committee meeting and she also asked if an item could be added to agendas that gives Committee members an opportunity to report.

Mr. Klein agreed to add an ongoing agenda item giving Committee members an opportunity to speak.

Mr. Klein said in response to the first request that he had sent out an e-mail two weeks ago to Committee members asking that if there are specific items for blue sign-in forms to submit them in writing for the agenda packet. He believes that having information being discussed attached to agendas is important.

Comments from the Public

There was no one from the public who wished to speak.

Minutes Approval

September 6, 2017

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|------------------|-----------------------------|
| RESULT: | ACCEPTED [4 TO 1] |
| MOVER: | Will Burbank, Member |
| SECONDER: | Rich John, Member |
| AYES: | Klein, Chock, John, Burbank |
| NAYS: | Kiefer |

Board of Elections

Resolution No. - Appointment of Election Commissioner for 2018-2019 (ID #7321)

| | |
|------------------|-------------------------------------|
| RESULT: | RECOMMENDED [UNANIMOUS] |
| MOVER: | Rich John, Member |
| SECONDER: | Dooley Kiefer, Member |
| AYES: | Klein, Chock, Kiefer, John, Burbank |

WHEREAS, Election Commissioner Elizabeth W. Cree's term is due to expire December 31, 2017, and

WHEREAS, the Tompkins County Republican Committee, at its September 21, 2017, meeting recommended Elizabeth W. Cree for reappointment to a two-year term, now therefore be it

RESOLVED, on recommendation of the Tompkins County Republican Committee and the Government Operations Committee, That Elizabeth W. Cree be and hereby is appointed Republican Party Elections Commissioner for the two-year term commencing January 1, 2018, and ending December 31, 2019.

SEQR ACTION: TYPE II-20

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Assessment

2017 End of Year Report (ID #7251)

Ms. Kiefer asked for the list of Cornell properties that Mr. Franklin referred to earlier that are reviewed every two years. Mr. Franklin agreed to provide the information as requested.

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| RESULT: | COMPLETED |
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Administration

Resolution No. - Approval of Budget Transfer to Fund the 2017 Search for County Administrator (ID #7311)

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|------------------|-------------------------------------|
| RESULT: | RECOMMENDED [UNANIMOUS] |
| MOVER: | Carol Chock, Vice Chair |
| SECONDER: | Dooley Kiefer, Member |
| AYES: | Klein, Chock, Kiefer, John, Burbank |

WHEREAS, the Department of County Administration has incurred over \$7,000 in unanticipated expenses for advertising and other costs related to the search for the new County Administrator and will incur additional such costs of unknown amounts, and

WHEREAS, the Department of County Administration has requested to transfer available savings in personnel lines to another budget line within the same unit in order to cover the costs of the County Administrator search, and

WHEREAS, the Department of County Administration agrees that any unspent or unencumbered funds at the end of the 2017 fiscal year resulting from this budget transfer will not be eligible for any 2018 rollover requests and will be returned to the General Fund, now therefore be it

RESOLVED, on recommendation of the Government Operations Committee, That the Finance Director be and hereby is authorized to make the following transfers in the 2017 Budget:

| <u>FROM:</u> | <u>Amount</u> |
|--|----------------------|
| 1230.51000261 COMPLIANCE PROGRAM COORDINATOR | \$10,110 |
| 1230.51000360 ADMIN SPECIALIST | \$2,200 |
| 1230.58800 FRINGE | \$6,071 |
| <u>TO:</u> | <u>Amount</u> |
| 1230.54402 LEGAL ADVERTISING | \$18,381 |

SEQR ACTION: TYPE II-9

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County Attorney

Opioid Lawsuit

Mr. Klein said it is his position that the Committee not vote on this today. Last month the Committee expressed interest in proceeding and that the Departments that would be impacted by this were going to be asked to provide input on what this would mean to them in providing needed information for the lawsuit. Mr. Klein said that process began, but he believes further discussion will take place next month. This will also be discussed at the Department Head meeting being held next week.

Mr. Wood agreed with Mr. Klein's comments and said after reaching out to the departments, he has received some feedback and that for some it would not involve much work, but for others it could be significant.

Finance Department

Resolution No. - Authorization to Implement the Acceptance of Credit and Debit Cards (ID #7335)

Ms. Chock requested and Mr. Snyder agreed to add language to the memorandum that “online bill pay” is an acceptable form of payment.

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| RESULT: | RECOMMENDED [3 TO 2] |
| MOVER: | Rich John, Member |
| SECONDER: | Daniel Klein, Chair |
| AYES: | Klein, John, Burbank |
| NAYS: | Chock, Kiefer |

WHEREAS the Finance Department has researched the benefits of implementing the acceptance of credit and debit cards for payments in the Treasury Division, and

WHEREAS the Government Operations Committee has deliberated upon the merits of accepting credit and debit cards for payments in the Treasury Division of the Finance Department, and

WHEREAS a variety of customers of the Treasury Division of the Finance Department would be able to make payments by credit card or debit card for the following fees, taxes, and charges, including, but not limited to:

- Real estate taxes
- Retiree health insurance premiums
- Occupancy taxes
- Tax searches and copies, and

WHEREAS payments by credit and debit cards would be voluntary and no taxpayer or customer would be required or forced to pay by credit or debit card, and

WHEREAS Systems East, Inc., the current provider of the Finance Department’s Tax Collection software, offers a module called Xpress-pay that would allow the Treasury Division of the Finance Department to accept credit and debit card payments from its customers, at no cost to the County, and

WHEREAS it has been determined it would be in the best interest of Tompkins County to enter into an arrangement with Systems East, Inc., 6 Locust Avenue, Cortland, NY 13045 to provide Tompkins County with Xpress-pay as a means to accept credit and debit card payments in person and by computer or mobile device, now therefore be it

RESOLVED, on recommendation of the Government Operations Committee, That:

1. Tompkins County Finance Department is hereby authorized to enter into an arrangement with the Systems East, Inc., to provide Tompkins County Finance Department with the ability to accept online payments, which is the ability to accept payments via credit or debit card. There will be no cost for Tompkins County; any transaction fees will be paid by the customer.
2. The County Administrator, or his designee, be and hereby is authorized to execute any and all contractual agreements with Systems East, Inc., to effectuate the implementation of online payments, which is the ability to accept payments via credit or debit card.

RESOLVED, further, That information will be provided to taxpayers regarding service charges

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and fees associated with payment by credit card.
SEQR ACTION: TYPE II-20

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Purchasing Card Update (ID #7336)

Ms. Kiefer requested the memorandum about this topic be included with the resolution when it is brought forward for consideration. Mr. Snyder agreed.

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| RESULT: COMPLETED |
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Legislature

County-owned Laptops for Legislators

Mr. John was excused at this time.

Reports

Committee Members

Ms. Kiefer spoke of an article she read entitled “Should States Make President Hopefuls Release Taxes?” and said she would like to discuss this topic at the next meeting.

Adjournment

The meeting adjourned at 5:35 p.m.