

# **MADISON COUNTY DEPARTMENT OF PERSONNEL/CIVIL SERVICE**



## **COUNTY OFFICE BUILDING**

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## **GOVERNMENT OPERATIONS COMMITTEE**

**January 5, 2021**

### **AGENDA**

#### **I. RESOLUTIONS**

- A. In Respect to the Death of William Magee
- B. In Respect to the Death of Paul L. Shiffer
- C. Retiree Recognition
- D. Authorizing the Chairman to Enter Into an Agreement with the City of Oneida and the Town of Sullivan for COVID Vaccination POD Sites
- E. Amending the Temporary Coronavirus (COVID-19) Policy Concerning Pay, Leave and Remote Work
- F. Creating a Part-time Office Assistant II Position for Assigned Counsel in the Office of the County Administrator

#### **II. NEXT MEETING:** Next Committee Meeting: January 28, 2021 Immediately Following Finance, Ways & Means Committee

**RESOLUTION NO.**

**IN RESPECT TO THE DEATH OF WILLIAM MAGEE**

**WHEREAS**, William (Bill) Magee departed from this life on December 24, 2020; and

**WHEREAS**, Bill Magee was the Supervisor from the Town of Nelson from 1971 - 1990; and

**WHEREAS**, Bill Magee served as Chairman of the then Welfare – Social Services Committee from 1975 (changed to Social Services in 1982 and then to Health and Human Services in 1986) and sat many committees during his tenure such as Central Services, Government Operations, Buildings and Transportation, Gerrit Smith Infirmary, and Insurance & Apportionment to name a few; and;

**WHEREAS**, Bill Magee left the Madison County Board of Supervisors to become the 121<sup>st</sup> District Assemblyman and served our community in that role until 2018; and

**WHEREAS**, Bill will long be remembered for his dedicated service to Madison County and his numerous contributions to our community,

**NOW, THEREFORE BE IT RESOLVED** that the Madison County Board of Supervisors hereby expresses our deepest sympathy to his family in their bereavement; and

**BE IT FURTHER RESOLVED** that a copy of this resolution be forwarded to the family of Bill Magee.

Dated: January 5, 2021

*Due to Coronavirus executive order no  
Signature obtained at this time.*

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Mary Cavanagh, Chairwoman  
Government Operations Committee

**RESOLUTION NO. \_\_\_\_\_**

**IN RESPECT TO THE DEATH OF  
PAUL L. SHIFFER**

**WHEREAS**, Paul L. Shiffer departed from this life on December 12, 2020; and

**WHEREAS**, Paul was a Supervisor from Town of Smithfield from 1988 - 1990; and

**WHEREAS**, Paul will long be remembered for his dedicated service to Madison County and his numerous contributions to our community,

**NOW, THEREFORE BE IT RESOLVED** that the Madison County Board of Supervisors hereby expresses our deepest sympathy to his family in their bereavement; and

**BE IT FURTHER RESOLVED** that a copy of this resolution be forwarded to the family of Paul L. Shiffer.

Dated: January 5, 2021

*Due to Coronavirus executive order no  
Signature obtained at this time.*

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Mary B. Cavanagh, Chairwoman  
Government Operations Committee

**RESOLUTION NO.\_\_\_\_\_**

**RESOLUTION OF APPRECIATION – RETIREE RECOGNITION**

**WHEREAS**, the Madison County Board of Supervisors believes that County employees should be recognized for their faithful service to the public; and

**WHEREAS**, recognition of the distinguished service of certain County employees with an upcoming retirement is in order,

**NOW, THEREFORE BE IT RESOLVED** that the Madison County Board of Supervisors hereby recognize the dedicated contributions of Laura Costello, Richard McLaughlin and Lorrie Scheuerman upon their retirement.

Laura P. Costello  
Richard A. McLaughlin  
Lorrie L. Scheuerman

Board of Elections  
Solid Waste  
County Clerk's

1994 - 2020  
2010 - 2021  
2008 - 2021

Dated: January 5, 2021

*Due to Coronavirus executive order no  
Signature obtained at this time.*

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Mary B. Cavanagh, Chairwoman  
Government Operations Committee

**RESOLUTION NO. \_\_\_\_\_**

**AUTHORIZING THE CHAIRMAN TO ENTER INTO AGREEMENTS WITH THE CITY OF ONEIDA AND THE TOWN OF SULLIVAN FOR COVID VACCINATION POD SITES**

**WHEREAS**, in response to the COVID-19 Pandemic, Madison County has the need to establish Points of Distribution (POD) locations to administer vaccination; and

**WHEREAS**, pursuant to New York State Executive Law §25, the Chairman of the Madison County Board of Supervisors has requested permissions utilize a facility owned by the City of Oneida and a facility owned by the Town of Sullivan for the County's vaccination program for Covid-19; and

**WHEREAS**, the City and Town has determined that the use is appropriate and that it is in the public interest that the County be permitted to use such premises, and that same constitutes a public use;

**NOW, THEREFORE**, the Madison County Board of Supervisors authorizes the Chairman to enter into an agreement with the City of Oneida for the use of the Kallet Civic Center located at 159 Main Street, Oneida, NY 13421 and with the Town of Sullivan for the use of the Town of Sullivan Parks & Recreation Building located at 707 Legion Drive, Chittenango, NY 13037 for the purpose of housing Vaccination Points of Distribution (POD) for dates mutually agreed upon from January 1, 2021 through December 31, 2021.

Dated: January 5, 2021

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Mary B. Cavanaugh, Chairwoman  
Government Operations Committee

**RESOLUTION NO. \_\_\_\_\_**

**AMENDING THE TEMPORARY CORONAVIRUS (COVID-19) POLICY  
CONCERNING PAY, LEAVE AND REMOTE WORK**

**WHEREAS**, in March of 2020, Governor Cuomo issued a number of Executive Orders that modified the working conditions of municipal employees across New York State due to the Coronavirus (COVID-19) pandemic; and

**WHEREAS**, by Resolution No. 216 of 2020, the Board of Supervisors created the Temporary Coronavirus (Covid-19) Policy Concerning Pay, Leave and Remote Work that outlines the temporary enhancement of certain leave benefits for certain employees and work expectations for those that are able to continue working from home; and

**WHEREAS**, this policy expired on December 31, 2020; and

**WHEREAS**, the Government Operations Committee recommends extending the benefits outlined in said policy until the Government Operations Committee believes that the policy is no longer needed or on December 31 2021, whichever is sooner; and

**WHEREAS**, the Government Operations Committee recommends adoption by the Board of Supervisors,

**NOW, THEREFORE BE IT RESOLVED**, that the Madison County Board of Supervisors hereby adopts the Temporary Coronavirus (Covid-19) Policy Concerning Pay, Leave and Remote Work as amended.

Dated: January 5, 2021

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Mary B. Cavanagh, Chairwoman  
Government Operations Committee

**RESOLUTION NO. \_\_\_\_\_**

**CREATING A PART-TIME OFFICE ASSISTANT II POSITION FOR ASSIGNED  
COUNSEL IN THE OFFICE OF THE COUNTY ADMINISTRATOR**

**WHEREAS**, by Resolution No. 427 of 2020, the Board of Supervisors created two positions responsible for legal representation to indigent defendants in criminal matters; and

**WHEREAS**, one part-time Assigned Counsel Administrator position was created and one full-time Executive Assistant to the Assigned Counsel Administrator position was created in the Office of the County Administrator; and

**WHEREAS**, upon evaluation of the current staffing structure it has been determined that an additional part-time Office Assistant II position is needed in order to improve efficiencies; and

**WHEREAS**, this request has been reviewed and approved in accordance with the vacancy review procedure by the Government Operations Committee,

**NOW, THEREFORE BE IT RESOLVED** that one part-time Office Assistant II position be and hereby is created in the Office of the County Administrator; and

**BE IT FURTHER RESOLVED**, the County Administrator be and hereby is authorized to fill said position in accordance with the Civil Service Law and Rule and Policy and Procedure effective immediately.

Dated: January 5, 2021

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Mary B Cavanagh, Chairwoman  
Government Operations Committee