

ADMINISTRATION & OVERSIGHT COMMITTEE
Meeting Agenda – Thursday, February 21, 2019 @ 11:30 a.m.
Supervisors Large Conference Room

AGENDA

11:30 a.m. Call Meeting to Order

Approval of Minutes – February 12, 2019

Resolutions:

1. Designating Disposal of Obsolete and/or Surplus County Personal Property
2. Approving Trade-in of Caterpillar Loader in Accordance with the Madison County Highway Department 5-Year Plan
3. Approving Trade-in of Bucket Truck
4. Approving Trade-in of Bobcat Skid-Steer Loader
5. Authorizing the Chairman to enter into an agreement with the NYS Board of Elections in regards to the Help America Vote Act State Grant

Other Committee Business

Preferred Agenda

Next Meeting – February 21, 2019 @ 11:30 a.m. (tentative)

Adjourn

Administration and Oversight Committee

Meeting Minutes

February 12, 2019

COMMITTEE: Chairwoman Yvonne Nirelli
Vice Chairman Pete Walrod
Supervisor Ronald Bono
Supervisor David Jones

OTHERS: Board Chairman John Becker
County Administrator Mark Scimone
Supervisor Roger Bradstreet
Planning Director Scott Ingmire
Treasurer Cindy Edick
County Attorney Tina Wayland-Smith
2nd Assistant County Attorney Melissa Martel Felton

ABSENT: Supervisor Thomas Boylan

Chairwoman Yvonne Nirelli called the meeting to order at 12:30 a.m. in the Supervisors small conference room.

Approve Minutes:

The minutes of the January 17, 2019 meeting were unanimously approved on the motion of Supervisor Bono and second of Vice Chairman Walrod.

Resolutions:

Authorizing a Contract with Madison County Soil and Water Conservation District for Maintenance of the Drainage Network in the Cowaselon Creek Watershed District

Discussion: Planning Director Scott Ingmire reported that Steve Lorraine from the Soil and Water District has been in contact with the Canastota Conservation Club (CCC) about putting together a plan to do maintenance work on their section of the Childs Ditch. CCC own about 2,000 linear feet of ditch on both sides. Steve Lorraine is in the process of getting bids to do the work, which can begin in three weeks. Bradstreet questioned whether erosion is a concern. Becker stated that erosion control will be addressed. This Committee now constitutes the Cowaselon Creek Water District (CCWD) Board. The Soil and Water District will prepare the plan and do the work and report to the CCWD Board. The County Attorney will reach out for easements as needed.

The Committee unanimously approved the resolution on the motion of Walrod and second of Jones.

Chairman John Becker made a motion to remove *restoration of approximately 920 idle acres and great yields per acre due to improved drainage conditions* from the second whereas, it was seconded by Supervisor Bono and approved by all.

The Committee unanimously approved the resolution as amended on the motion of Walrod and second of Becker.

Requesting the Waiver of Rule No 24 and No 24-A for the purpose of approving the hire of a Coordinator for the May 2019 Courthouse Celebration Event

Discussion: County Administrator Mark Scimone informed the Committee that Public Information Officer Samantha Field will be out on maternity leave as of March 8th. To avoid all of her work falling onto Scimone's Executive Assistant, especially the coordination of the Courthouse Celebration Event, it is recommended that we enter into an agreement for temporary services between 6-8 hours a week between March 1st and May 31st. Samantha Field will be off payroll for 12 weeks, which will cover the costs not to exceed \$2,500.

The Committee unanimously approved the resolution on the motion of Bono and second of Walrod.

Next Meeting: Thursday, February 21, 2019 at 11:30 a.m.

Motion to Adjourn: The Committee adjourned at 12:47 p.m. on the motion of Supervisor Bono and second of Vice Chairman Walrod.

Respectfully submitted by Christine Coe for Chairwoman Yvonne Nirelli.

RESOLUTION NO. _____

**DESIGNATING DISPOSAL OF OBSOLETE AND/OR SURPLUS COUNTY
PERSONAL PROPERTY**

WHEREAS, in accordance with Madison County Purchasing Policy and Procedures, certain County personal property is required to be declared obsolete and/or surplus by the Board of Supervisors before disposal; and

WHEREAS, the current County personal property waiting obsolete and/or surplus designation is listed below;

NOW, THEREFORE, BE IT RESOLVED, the Board of Supervisors declares the list of said items as obsolete and/or surplus.

ITEM	DEPARTMENT	MILEAGE	CONDITION	DESIGNATION
HWY7878 - 2008 Chevrolet Uplander	Highway	71,773	Good	Surplus
PRB581 - 2007 Chevrolet Impala	Probation	104,207	Good	Surplus
SH1568 - 2001 Toyota Camry	Sheriff	127,822	Fair	Surplus
SH1663 - 2014 Ford Taurus	Sheriff	109,754	Good	Surplus
SH2375 - 2011 Ford Focus	Sheriff	122,637	Fair	Surplus
SH5098 - 2011 Chevrolet Impala	Sheriff	110,482	Good	Surplus
SH7732 - 2009 Chevrolet Impala	Sheriff	130,137	Fair	Surplus
WAM105 - 2012 Chevrolet 2500HD	Highway	39,204	Good	Surplus
WAM108 - 2011 Ford F350	Highway	26,398	Poor	Surplus

ITEM	DEPARTMENT	CONDITION	DESIGNATION
HP Designjet 4000 Plotter	Highway	Fair	Obsolete

Dated: March 12, 2019

Yvonne Nirelli, Chairwoman
Administration and Oversight Committee

RESOLUTION NO. _____

**APPROVING TRADE-IN OF CATERPILLAR LOADER IN ACCORDANCE WITH THE
MADISON COUNTY HIGHWAY DEPARTMENT 5 YEAR PLAN**

WHEREAS, in accordance with Madison County Purchasing Policy and Procedures, Article 13, certain County equipment must be approved for trade-in by the Board of Supervisors; and

WHEREAS, in accordance with the Madison County Highway Department 5 Year Plan, the 2017 Caterpillar 962M Loader (#WAM0946) is scheduled for replacement; and

WHEREAS, Milton CAT has a trade program that would allow the Madison County Highway department to trade #WAM0946 for a 2019 Caterpillar 962M Loader; and

WHEREAS, Milton CAT has provided a trade-in value of \$205,900 for #WAM0946 and a trade difference cost of \$21,582 for the trade-in equipment; and

WHEREAS, the cost of the trade-in equipment has been appropriated in the 2019 Road Machinery Fund Budget;

NOW, THEREFORE, BE IT RESOLVED, the Board of Supervisors approves the trade-in of the above piece of equipment per the Milton CAT trade program.

Dated: March 12, 2019

Yvonne Nirelli, Chairwoman
Administration and Oversight Committee

RESOLUTION NO. _____

APPROVING TRADE-IN OF BUCKET TRUCK

WHEREAS, in accordance with Madison County Purchasing Policy and Procedures, Article 13, certain County equipment must be approved for trade-in by the Board of Supervisors; and

WHEREAS, Navistar has provided a trade-in value of \$40,000 for Madison County Highway department's 2007 International 4300 Bucket Truck (#WAM060); and

WHEREAS, Navistar has provided a total cost price of \$147,403 that would allow Madison County Highway department to trade #WAM060 for a 2020 International MV607 Bucket Truck; and

WHEREAS, the cost of the trade-in equipment has been appropriated in the 2019 Road Machinery Fund Budget;

NOW, THEREFORE, BE IT RESOLVED, the Board of Supervisors approves the trade-in of the above piece of equipment.

Dated: March 12, 2019

Yvonne Nirelli, Chairwoman
Administration and Oversight Committee

RESOLUTION NO. _____

APPROVING TRADE-IN OF BOBCAT SKID-STEER LOADER

WHEREAS, in accordance with Madison County Purchasing Policy and Procedures, Article 13, certain County equipment must be approved for trade-in by the Board of Supervisors; and

WHEREAS, Warner Sales & Service has provided a trade-in value of \$38,717 for Madison County Highway department's 2018 Bobcat S630 Skid-Steer Loader (#WAM4058); and

WHEREAS, Warner Sales & Service has provided a trade difference cost of \$1,850 that would allow Madison County Highway department to trade #WAM4058 for a 2019 Bobcat S630 Skid-Steer Loader; and

WHEREAS, the cost of the trade-in equipment has been appropriated in the 2019 Road Machinery Fund Budget;

NOW, THEREFORE, BE IT RESOLVED, the Board of Supervisors approves the trade-in of the above piece of equipment.

Dated: March 12, 2019

Yvonne Nirelli, Chairwoman
Administration and Oversight Committee

RESOLUTION NO. _____

**AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT WITH
THE NEW YORK STATE BOARD OF ELECTIONS IN REGARDS TO THE
HELP AMERICA VOTE ACT STATE GRANT**

WHEREAS, the Madison County Board of Elections has been allocated State HAVA (Help America Vote Act) funds; and

WHEREAS, these funds are scheduled to expire on March 31, 2017. The extension of this grant program is described as follows:

Awarding Agency: New York State
Pass Thru. Agency: New York State Board of Elections
Program Name: Voter Education/Pollworker Training Program
Grant Period: April 1, 2019 – March 31, 2020
Contract #: T002550
State Funds: \$ 40,509.00
Grant Total: \$ 40,509.00

NOW, THEREFORE BE IT RESOLVED, that the Chairman be hereby authorized to execute grant contracts for the Madison County Board of Elections with the State Board of Elections and sign for an extension of contract #T002550 for one year.

DATED: March 12, 2019

Yvonne Nirelli, Chairwoman
Administration & Oversight Committee