

# **ADMINISTRATION & OVERSIGHT COMMITTEE**

**Tuesday, February 25, 2020 @ 11:30 a.m.**

**Chambers**

## **AGENDA**

**11:30 a.m. Call Meeting to Order**

**Approval of Minutes – January 16, 2020**

**Purchasing:**

- Department Update

**Resolutions:**

1. Designating Disposal of Surplus County Personal Property (County Vehicles)
2. Approving trade-in of 1995 Ingersoll Rand Roller
3. Approving trade-in of 2001 Ingersoll Rand Roller
4. Authorizing the Modification of the 2020 Adopted County Budget (Purchasing – Training/Staff Development)

**Other Committee Business**

**Preferred Agenda**

**Next Meeting: Thursday, March 19, 2020 @ 11:30 a.m.**

**Adjourn**

# Administration and Oversight Committee

*Meeting Minutes*  
*January 16, 2020*

COMMITTEE: Chairman David Jones  
Vice Chairwoman Yvonne Nirelli  
Supervisor Ron Bono  
Supervisor Joseph Ostrander

OTHERS: Purchasing Agent Laurie Winters  
Elections Commissioner Laura Costello  
Elections Commissioner Mary Egger  
County Attorney Tina Wayland-Smith

ABSENT: Supervisor T.J. Stokes

Chairman David Jones called the meeting to order at 10:16 a.m. in the Supervisors Chambers.

## **Approve Minutes:**

The minutes of the December 5, 2019 meeting were unanimously approved on the motion of Supervisor Bono and second of Vice Chairwoman Nirelli.

## **Purchasing:**

Purchasing Agent Laurie Winters informed the Committee that in nine days 429 purchase orders and 86 change orders have been processed. PCard purchases are down \$127,000 from the same time last year due in part to Cargill no longer accepting the PCard as payment for road salt charges.

## **Resolutions:**

### **Authorizing the Chairman to renew an agreement with Phoenix Graphics, Inc. to Purchase Optical Scan Ballots (Board of Elections)**

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

### **Approving trade-in of 2007 Bobcat Skid-Steer Loader**

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

### **Approving trade-in of 2019 Bobcat Skid-Steer Loader**

The Committee unanimously approved the amended resolution on the motion of Nirelli and second of Ostrander.

### **Approving trade-in of Caterpillar Loader in accordance with the Madison County Highway Department 5-year Plan**

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

**Preferred Agenda:** The Committee unanimously approved adding all resolutions to their Preferred Agenda on a motion of Board Chairman Jones and second of Supervisor Bono.

**Next Meeting:** Thursday, February 25<sup>th</sup> at 11:30 a.m. in the Board Chambers.

**Motion to Adjourn:** The Committee adjourned at 10:23 a.m. on the motion of Vice Chairwoman Yvonne Nirelli and second of Chairman David Jones.

*Respectfully submitted by Christine Coe for Chairman David Jones.*

**DESIGNATING DISPOSAL OF 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
MOR3855 - 2016 Chevrolet Express 3500	Highway	12,504	Good	Surplus
SH1662 - 2014 Ford Interceptor	Sheriff	128,133	Poor	Surplus
SH1664 - 2014 Ford Interceptor	Sheriff	117,581	Fair	Surplus
SH2614 - 2014 Chevrolet Tahoe	Sheriff	113,778	Poor	Surplus
SH2659 - 2007 Chevrolet Suburban 2500	Sheriff	155,766	Good	Surplus
SH2837 - 2011 Ford E-350	Sheriff	11,666	Fair	Surplus
SH2890 - 2015 Ford Transit 250	Sheriff	37,184	Good	Surplus
SH3008 - 2015 Chevrolet Tahoe	Sheriff	73,052	Good	Surplus
SH3622 - 2014 Chevrolet Tahoe	Sheriff	138,288	Fair	Surplus
SH4377 - 2015 Ford Interceptor	Sheriff	85,486	Poor	Surplus
SH4378 - 2015 Ford Interceptor	Sheriff	93,581	Fair	Surplus
SH4380 - 2015 Ford Interceptor	Sheriff	100,943	Fair	Surplus
SH4587 - 2016 Chevrolet Tahoe	Sheriff	90,404	Good	Surplus
SH6128 - 2012 Ford Fusion	Sheriff	65,520	Fair	Surplus
SH6265 - 2014 Ford E-350	Sheriff	79,623	Good	Surplus
SH6347 - 2016 Chevrolet Silverado 3500	Sheriff	25,822	Good	Surplus
SH7590 - 2016 Ford Interceptor	Sheriff	129,800	Fair	Surplus
SH8321 - 2015 Ford Interceptor	Sheriff	110,256	Fair	Surplus
SH9029 - 2015 Chevrolet Express 3500	Sheriff	31,197	Good	Surplus
SS0303 - 2014 Chevrolet Impala	Social Services	84,589	Fair	Surplus
SS0362 - 2014 Chevrolet Impala	Social Services	92,949	Fair	Surplus
SS0437 - 2016 Chevrolet Impala	Social Services	44,967	Good	Surplus
SS5304 - 2015 Chevrolet Impala	Social Services	63,450	Good	Surplus
SS6632 - 2015 Chevrolet Impala	Social Services	51,060	Good	Surplus
SS721 - 2011 Chevrolet Impala	Social Services	109,213	Fair	Surplus
SS722 - 2011 Chevrolet Impala	Social Services	126,563	Fair	Surplus
SS8534 - 2015 Chevrolet Impala	Social Services	58,567	Good	Surplus
SS9032 - 2015 Chevrolet Impala	Social Services	51,517	Good	Surplus
SS9475 - 2016 Chevrolet Impala	Social Services	52,207	Good	Surplus
SS9710 - 2015 Chevrolet Impala	Social Services	68,360	Fair	Surplus
SS9950 - 2015 Chevrolet Impala	Social Services	69,676	Fair	Surplus
SW203 - 2006 Chevrolet Silverado 2500HD	Solid Waste	88,060	Poor	Surplus
SW207 - 2008 Ford F-350	Solid Waste	67,651	Fair	Surplus

Dated: March 10, 2020

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 David Jones, Chairman  
 Administration and Oversight Committee

RESOLUTION NO. 2

**APPROVING TRADE-IN OF 1995 INGERSOLL RAND ROLLER**

**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**, Vantage Equipment, LLC has provided a trade-in value of \$17,000 for Madison County Highway department's 1995 Ingersoll Rand SD100D Roller (#WAM098); and

**WHEREAS**, Vantage Equipment, LLC has provided a trade difference cost of \$111,715 that would allow Madison County Highway department to trade #WAM098 for a 2020 Volvo SD115B Roller; and

**WHEREAS**, the cost of the trade-in equipment has been appropriated in the 2020 Road Machinery Fund Budget; and

**WHEREAS**, the Highway, Buildings and Grounds committee met on January 22, 2020, to review and recommend the trade-in of equipment;

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

Dated: March 10, 2020

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David Jones, Chairman  
Administration and Oversight Committee

RESOLUTION NO. 3

**APPROVING TRADE-IN OF 2001 INGERSOLL RAND ROLLER**

**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**, Vantage Equipment, LLC has provided a trade-in value of \$6,500 for Madison County Highway department's 2001 Ingersoll Rand DD110HF Roller (#WAM096); and

**WHEREAS**, Vantage Equipment, LLC has provided a trade difference cost of \$127,783 that would allow Madison County Highway department to trade #WAM096 for a 2020 Volvo DD120C Roller; and

**WHEREAS**, the cost of the trade-in equipment has been appropriated in the 2020 Road Machinery Fund Budget; and

**WHEREAS**, the Highway, Buildings and Grounds committee met on January 22, 2020, to review and recommend the trade-in of equipment;

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

Dated: March 10, 2020

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David Jones, Chairman  
Administration and Oversight Committee

RESOLUTION NO. 4

**AUTHORIZING THE MODIFICATION OF THE 2020 ADOPTED COUNTY BUDGET**

**BE IT RESOLVED** that the 2020 Adopted County Budget be modified as follows:

<b>General Fund</b>	<u>From</u>	<u>To</u>
<b><u>1345 Purchasing</u></b>		
<b><u>Expense</u></b>		
A134510 541030 Training & Staff Development	<u>\$3,000</u>	<u>\$4,000</u>
Control Total		<u>\$1,000</u>
<b>A 300599 Appropriated Fund Balance</b>	<u>\$7,933,707</u>	<u>\$7,934,707</u>
Control Total		<u>\$1,000</u>

Dated: March 10, 2020

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David Jones, Chairman  
Administration & Oversight Committee

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Yvonne M. Nirelli, Chairwoman  
Finance, Ways & Means Committee