

**ADMINISTRATION & OVERSIGHT COMMITTEE
Meeting Agenda – Tuesday, May 14, 2019 @ 11:30 a.m.
Supervisors Large Conference Room**

AGENDA

11:30 a.m. Call Meeting to Order

Approval of Minutes – April 18, 2019

Resolutions:

1. Requesting the Waiver of Rule No. 24 and No. 24-A
2. Awarding Bid 19.25 and Authorizing the Chairman to Enter into Agreement for the Leasing of approximately 87 acres of County-owned Land in the Town of Lincoln

Other Committee Business

Next Meeting – May 23, 2019 @ 11:30 a.m.

Adjourn

Administration and Oversight Committee

Meeting Minutes

April 18, 2019

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

OTHERS: Board Chairman John Becker
Board Vice Chairman Daniel Degear
Purchasing Agent Laurie Winters
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 11:33 a.m. in the Supervisors large conference room.

Approve Minutes:

The minutes of the April 9, 2019 meeting were unanimously approved on the motion of Vice Chairman Pete Walrod and second of Supervisor Ron Bono.

Purchasing:

2nd Assistant County Attorney Melissa Martel-Felton informed the Committee that ABC Farm is selling off their farm. They currently have six months remaining on approximately 87 acres of land that they lease from Madison County. Vice Chairman Walrod made a motion to waive ABC Farm's remaining six month lease; Supervisor Bono seconded, and it was unanimously carried.

Martel-Felton also informed the Committee that Springwater Farms returned their contract without payment, which is past due. The Committee asked Martel-Felton to send a letter to Springwater Farms following the meeting informing them that their contract is void.

Supervisor Bono made a motion to put the both properties out to bid immediately, with the option to lease one or both parcels; seconded by Vice Chairman Walrod, and unanimously carried.

Executive Session:

A motion was made by Board Chairman John Becker to enter into executive session at 11:40 a.m. to discuss the proposed acquisition, sale or lease of real property. Supervisor Bono seconded the motion and it was unanimously carried.

A motion was made by Vice Chairman Pete Walrod to exit executive session at 11:45 a.m. Board Chairman John Becker seconded the motion and it was unanimously carried.

Following a discussion with the Solid Waste Director Amy Miller and a lengthy discussion by the Committee, Board Chairman John Becker authorized the Administration and Oversight Committee to oversee the leasing of the vacant landfill parcels.

Purchasing Agent Laurie Winters addressed issues with departments not following the purchasing policy in regards to grant purchases, office supply purchases, uniform purchases,

printing services, etc. It was a consensus of the Committee that the purchasing policy needs to be enforced, with no exceptions. Winters was instructed to send a letter to department violating the Purchasing Policy and to copy the County Attorney. Chairwoman Nirelli recommended that this issue be revisited in 90 days.

Winters informed the Committee that the nursing bid was awarded to Moore Medical in June 2018. They have since been bought out by McKesson. Upon review by the County Attorney's Office, there is no change other than the name. A motion was made by Supervisor Ron Bono to continue purchasing nursing supplies through McKesson through the end of May 2019. Supervisor David Jones seconded the motion and it was unanimously approved.

Resolutions:

Designating Disposal of Obsolete and/or Surplus County Personal Property (Sheriff/Highway Vehicles)

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

Designating Disposal of Obsolete and/or Surplus County Personal Property (Planning Vehicles)

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

Other Committee Business:

Board Vice Chairman Dan Degear reminded the Committee of the Town of Cuyler's annexation request and the need to review the legal and economic effects of such. Chairwoman Yvonne Nirelli will meet with Finance Director Lou Anne Randall to get all of the information and documents to review for next month's meeting.

Preferred Agenda:

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

Next Meeting: Tuesday, May, 14th (time to be determined)

Motion to Adjourn: The Committee adjourned at 12:39 p.m. on the motion of Vice Chairman Walrod and second of Supervisor Bono.

Respectfully submitted by Christine Coe for Chairwoman Yvonne Nirelli.

RESOLUTION NO. _____

REQUESTING THE WAIVER OF RULE NO. 24 AND NO. 24-A

WHEREAS, Rule No. 24 requires that all resolutions intended to be moved for adoption at a regular meeting shall be filed with the Clerk not less than seven (7) calendar days prior to the meeting; and

WHEREAS, Rule No 24-A requires that all such resolutions be introduced by the Chairman of the Legislative Board having jurisdiction after having been filed with the Chairman at least ten (10) days prior to the meeting at which time it is to be introduced;

NOW, THEREFORE BE IT RESOLVED, that Rule No. 24 and 24-A are hereby waived only for the purpose of awarding bid and authorizing the Chairman to sign an agreement for the leasing of land at the Madison County Landfill.

Dated: May 14, 2019

Yvonne M. Nirelli, Chairwoman
Administration and Oversight Committee

RESOLUTION NO. _____

AWARDING BID 19.25 AND AUTHORIZING THE CHAIRMAN TO ENTER INTO AGREEMENT FOR THE LEASING OF APPROXIMATELY 87 ACRES OF COUNTY OWNED LAND IN THE TOWN OF LINCOLN

WHEREAS, Madison County have no immediate use for approximately 87 acres of vacant, Madison County owned land located on the east side of Buyea Road adjacent to the Madison County Landfill Site in the Town of Lincoln; and

WHEREAS, sealed bids for Bid No.1925 - Leasing Madison County Owned Land for agricultural production were received and opened on May 14, 2019; and

WHEREAS, all bids have been canvassed and reviewed by the Administration and Oversight Committee and it is their recommendation for the bid to be awarded to the highest responsible bidder; and

WHEREAS, the bid submitted by _____ in the amount of \$_____ for the term of the lease ending February 13, 2020 be awarded;

NOW, THEREFORE BE IT RESOLVED, that the County accepts the bid submitted by _____; and

BE IT FURTHER RESOLVED, that the Chairman of the Board of Supervisors for the County of Madison be and hereby is authorized to enter into agreement with _____ for the leasing of 87 acres of Madison County owned land, a copy of which is on file with the Clerk of the Board.

Dated: May 14, 2019

Yvonne M. Nirelli, Chairwoman
Administration and Oversight Committee