

ADMINISTRATION & OVERSIGHT COMMITTEE

Thursday, July 16, 2020 @ 11:30 a.m.

Zoom Video Conference

AGENDA

11:30 a.m. Call Meeting to Order

Approve Minutes

- **June 25, 2020**

Purchasing

- **Department Update**

Board of Elections

- **Department Update**

Resolutions:

1. **Designating disposal of obsolete and/or surplus County personal property (EM/Highway)**

Other Committee Business

- **Protocol for virtual Board of Supervisors meetings**

Next Meeting: Thursday, August 20th @ 11:30 a.m.

Adjourn

Administration and Oversight Committee

Meeting Minutes

June 25, 2020

COMMITTEE: Chairman David Jones
Vice Chairwoman Yvonne Nirelli
Supervisor Ron Bono
Supervisor T.J. Stokes
Supervisor Joseph Ostrander

OTHERS: Purchasing Agent Laurie Winters
Elections Commissioner Laura Costello
Elections Commissioner Mary Egger
County Treasurer Cindy Edick
2nd Assistant County Attorney Melissa Martel Felton
County Attorney Intern Kylie Mason

Chairman David Jones called the meeting to order at 11:39 a.m. in the Board Chambers.

Approve Minutes:

The minutes of the February 25th, March 10th and May 7th meetings were unanimously approved on the motion of Vice Chairwoman Nirelli and second of Supervisor Bono.

Purchasing:

Purchasing Agent Laurie Winters informed the Committee about the salt brine bid for the Highway Facility. Department invoices being paid by PCard are up. Winters is starting the annual update for the County Purchasing Policy.

Board of Elections:

Elections Commissioners Mary Egger and Laura Costello reported that they have received grant funding for elections cybersecurity, and they are working with IT Director Paul Lutwak. They have also identified \$52,074 to give back to help with the budget. County Treasurer Cindy Edick stated that \$1.4M in cuts have been identified from departments, with most coming from Highway.

Resolutions:

Authorizing the Chairman to enter into an agreement with the NYS Board of Elections in regards to the Elections Cybersecurity Remediation Grant Program and modifying the 2020 adopted County budget

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

Authorizing the modification of the 2020 adopted County budget (Board of Elections)

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

Other Committee Business:

Committee Chairman Dave Jones stated that Planning Director Scott Ingmire has a contract to update our agreement with Madison County Soil and Water Conservation District for maintenance of drainage network in the Cowaselon Creek Watershed District, but is on vacation. We are still under Waive the Rules due to COVID-19, so the resolution in the July 14th Board Meeting packet, if needed. The Committee asked to be kept informed of the projects and progress on Cowaselon Creek Watershed District.

Next Meeting: Thursday, July 16 at 11:30 a.m. via Zoom video conference.

Motion to Adjourn: The Committee adjourned at 11:54 a.m. on the motion of Vice Chairwoman Yvonne Nirelli and second of Supervisor T.J. Stokes.

Respectfully submitted by Christine Coe for Chairman David Jones.

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	COMMENT
EM9258 - 1994 Freightliner E-One	Emergency Mgmt	61,309	Poor	Surplus
MOR042 - 1998 International 2674	Highway	252,168	Poor	Surplus

Dated: August 11, 2020

David Jones, Chairman
Administration and Oversight Committee