

ADMINISTRATION & OVERSIGHT COMMITTEE

Thursday, September 17, 2020 @ 11:30 a.m.

Zoom Video Conference

AGENDA

11:30 a.m. Call Meeting to Order

Approve Minutes

- August 20, 2020

Purchasing

- Department and Budget Update

Board of Elections

- Department Update

Resolutions:

1. Fixing Time to Hold Meetings During 2021
2. Fixing Time to Organize and Pay Claims in 2021

Other Committee Business

Next Meeting: Thursday, October 22nd @ 11:30 a.m.

Adjourn

Administration and Oversight Committee

Meeting Minutes

August 20, 2020

COMMITTEE: Vice Chairwoman Yvonne Nirelli
Supervisor Ron Bono
Supervisor T.J. Stokes

OTHERS: Purchasing Agent Laurie Winters
Elections Commissioner Laura Costello
Elections Commissioner Mary Egger

ABSENT: Chairman David Jones
Supervisor Joseph Ostrander

Vice Chairwoman Yvonne Nirelli called the meeting to order at 11:35 a.m. via Zoom video conference.

Approve Minutes:

The minutes of the July 16, 2020 meeting were unanimously approved on the motion of Supervisor Bono and second of Supervisor Stokes.

Purchasing:

Purchasing Agent Laurie Winters informed the Committee that PCard activity rebate cycle ends this month and we met the goal for \$1.1% rebate. They are currently working on the elevator bid and there will be two bids in October for federally funded bridge projects. A resolution has been submitted to piggyback on Onondaga County's bid for Industrial Laundry Service through Unifirst Corporation, which came in less than the previous two years.

Board of Elections:

Elections Commissioners Mary Egger and Laura Costello submitted a resolution to the Committee to renew leases for pollsite buildings. They have the funds to cover the costs for poll pads so a transfer is not necessary. Governor Cuomo is expected to make an announcement regarding elections today, perhaps allowing the use of COVID-19 as an excuse for absentee ballots.

Resolutions:

Designating disposal of obsolete and/or surplus County personal property (Emergency Management Defibrillators)

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

Designating disposal of obsolete and/or surplus County personal property (Emergency Management TV)

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

Designating disposal of obsolete and/or surplus County personal property (Highway/Sheriff)

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

Designating disposal of obsolete and/or surplus County personal property (Solid Waste)

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

Authorizing the Madison County Board of Elections to contract for pollsite usage

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

Authorizing the Chairman to enter into an agreement with Unifirst Corporation and awarding piggybacking of Onondaga County Bid0010436 to provide Industrial Laundry Service

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

Next Meeting: Thursday, September 17, 2020 at 11:30 a.m. via Zoom video conference.

Motion to Adjourn: The Committee adjourned at 11:48 a.m. on the motion of Supervisor T.J. Stokes and second of Supervisor Ron Bono.

Respectfully submitted by Christine Coe for Vice Chairwoman Yvonne Nirelli.

RESOLUTION NO. _____

FIXING TIME FOR HOLDING MEETINGS DURING 2021

RESOLVED, that pursuant to provisions contained in Section 152 of the County Law, the Madison County Board of Supervisors shall hold meetings on the second Tuesday of each month, such meeting to be called at 2:00 p.m.; and

BE IT FURTHER RESOLVED, that the session held in November shall be designated as the "**ANNUAL SESSION**" and shall convene on the Thursday following Election Day;

NOW, THEREFORE BE IT RESOLVED that the Board hereby sets the first day of "Annual Session" for **Thursday, November 4, 2021 at 2:00 p.m.**

Dated: December 3, 2020

David R. Jones, Chairman
Administration and Oversight Committee

RESOLUTION NO. _____

**FIXING TIME AND DATE TO ORGANIZE THE BOARD
AND APPROVING THE PAYMENT OF CLAIMS IN JANUARY 2021**

RESOLVED, that pursuant to provisions in Section 151 of the County Law, **Tuesday, January 5, 2021 at 2:00 p.m.**, at the County Office Building, Wampsville, New York is hereby fixed as the date, time and place of the meeting to organize the Board of Supervisors for the year 2021; with the Board commencing immediately following the Organization meeting for their first regular monthly meeting; and

BE IT FURTHER RESOLVED, that a Board of Supervisors meeting has also been scheduled for **Tuesday, January 19, 2021 at 10:30 a.m.**, for the purpose of approving the payment of claims and any other necessary business.

Dated: December 3, 2020

David R. Jones, Chairman
Administration and Oversight Committee