

# **SUPERVISORS NOTEBOOK**

For the Month of

*April 2014*

**ADMINISTRATION AND OVERSIGHT**  
Committee Meeting Minutes July 9, 2013

**PRESENT:** Chairwoman Priscilla Suits, Chairwoman  
Vice Chairman John A. Reinhardt  
Supervisors Scott Henderson and Russell Cary

**ABSENT:** Supervisor James V. Rafte, Sr.

**ALSO:** County Administrator Mark Scimone

**RESOLUTION**

A resolution requesting the waiver of Rule Nos. 24 and 24-A was unanimously carried on the motion of Supervisor Scott Henderson and second of Vice Chairman John A. Reinhardt.

**ADJOURNMENT**

The meeting was adjourned at 11:25 a.m. on the motion of Henderson and second of Supervisor Russell Cary.

Respectfully submitted by Suzanne Odell.

Approved August 29, 2013.

*Amended by Martha E. Conway Jan. 22, 2014, to include correct attendees and record votes taken.*

**Criminal Justice, Public Safety and  
Telecommunications Committee Meeting**  
*Minutes July 18, 2013*  
**Amended March 11, 2014**

**PRESENT:** Chairman Roger D. Bradstreet and Supervisors Lewis Carinci and Daniel S. Degear

**ALSO:** E-911 Communications Assistant Director Mellissa Hannan, Undersheriff John Ball, Assistant District Attorney Robert Mascari, Emergency Preparedness Director Joe DeFrancisco, Executive Assistant Suzanne Odell, **BRIDGES:** Susan Jenkins

**ABSENT:** Supervisors Richard O. Bargabos and David L. Coye

The meeting was called to order at 9 a.m. in the Atrium Conference Room.

**E-911 Communications:** Assistant Director Mellissa Hannan reported that they are unable to fund replacement/upgrade of CAD using grant money awarded during round-two funding by the state Office of Interoperable and Emergency Communications (OIEC). They are checking out other sources of funding but have yet to hear back. Supervisor Lewis Carinci said the Finance Committee will need to look at the options and asked that Director Paul Hartnett and Hannan come back with additional information with regard to cost and numbers.

The Committee unanimously approved a resolution modifying the 2013 Budget to cover work at tower sites for weed spraying and incidentals of decommissioning old Clay Hill Tower on the motion of Chairman Roger D. Bradstreet and second of Supervisor Daniel S. Degear.

**Sheriff's Office, Undersheriff John Ball:** The Committee unanimously approved a resolution authorizing the Modification of the 2013 adopted county budget for various expenses in the Sheriff's Office. Motion was made by Bradstreet and seconded by Carinci.

Assistant District Attorney Robert Mascari, Undersheriff John Ball and BRIDGES Executive Director Susan Jenkins continued the discussion from the June meeting regarding the STOP DWI program. Undersheriff Ball presented a comparison of current STOP DWI Expenditures versus the new BRIDGES proposal showing a \$2,037 savings for this year . Susan Jenkins stated that they receive and distribute grant money to different departments and programs and that she would provide the committee with that information at a later date. Supervisor Degear asked if there were plans to bring in the local law enforcement as well as the colleges to meet and discuss the revitalization of the program and Undersheriff Ball indicated that they have already started some of those meetings.

A proposal was brought to the committee's attention regarding the cost of the STOP DWI program asking for a five month trial period to see what can happen. Supervisors Carinci, Bradstreet and Degear asked for regular updates to see how much money is being collected under the new proposal as opposed to how fines have been collected in recent years. No action was taken.

Undersheriff Ball provided an update on the inmate work crews indicating that they have recently put in 226 hours working with the City of Oneida with the flood clean up. They worked with the Fire Department, Police Department, the Department of Public Works and other agencies doing whatever needed to be done. They have also collected 440 bags of trash from the county roadsides.

Fire Coordinator/Emergency Preparedness: Joe DeFrancisco provided an update on Flooding. He indicated that the IA (Individual Assistance) was denied by the President and so the State is offering a program to supplement that lost funding. He presented a document from the State giving dates of the event between June 26th and July 3rd\_ Supervisor Bradstreet asked why the 3rd was the stop date. Director Joe DeFrancisco indicated that those

were the same dates that FEMA used. There was discussion about how to get the dates extended to include the 7th and 8th, and Degear contacted County Administrator Mark Scimone who was in Albany in an attempt to expedite the same.

Minutes: The amended minutes of the June 20, 2013 regular meeting were unanimously approved after on the motion of Carinci and second of Degear

Other: First Assistant County Attorney Tina Wayland-Smith reported that her office has applied for and received a grant that will be utilized in the Public Defender's Office in part for moving a part time position to full time. She also plans to delegate some of those funds for training purposes.

Motion to Adjourn: The Committee adjourned at 10:50 am on the motion of Supervisor Degear and second of Chairman Bradstreet

Next Meeting Date: August 15, 2013 at 9am

*Respectfully submitted July 25, 2013, by Suzanne L. Odell for Chairman Roger D. Bradstreet.*

*Amended March 11, 2014, by Martha E. Conway with the assistance of Chairman Roger D. Bradstreet to include complete attendance and action taken.*

**ADMINISTRATION & OVERSIGHT COMMITTEE**  
**August 29, 2013, Minutes**

**PRESENT:** Chairwoman Priscilla Suits, Vice Chairman John A. Reinhardt, Supervisor Russell Cary

**ABSENT:** Supervisors Scott Henderson and James V. Rafta

**ALSO:** County Administrator Mark Scimone

The meeting was called to order at 8:10 a.m.

The minutes of the June 26 and July 9, 2013, meetings were unanimously approved on the motion of Vice Chairman John A. Reinhardt and second of Chairwoman Priscilla Suits.

**Board of Elections - 2014 Budget Review**

Discussion: As there will be two primaries in 2014, the Board of Elections needed to budget for work coverage and mailings for both.

Supervisor Russell Cary moved that the County write to the Governor and the Legislature to coordinate the state primary with the federal to alleviate costs to the local governments and to increase the probability of voter turnout. Vice Chairman John A. Reinhardt seconded the motion and the motion was unanimously carried.

Elections will draft a resolution for the board.

**Resolutions**

1. A resolution authorizing the Chairman of the Board to renew a contract for poll site usage (Cazenovia American Legion, Grace Lutheran Church, St. Agatha's Church Center, Canastota VFW, Fyler Community Hall, St. Paul's United Methodist Church, Kallet Civic Center, Bridgeport Fire House and Sullivan Free Library) was unanimously approved on the motion of Cary and second of Reinhardt.

Discussion - this is a yearly contract with the poll sites.

2. A resolution authorizing the Chairman of the Board to renew a contract for poll site usage (Lincoln Fire House) was unanimously approved on the motion of Cary and second of Reinhardt.

Discussion - this is a yearly contract with the poll site.

3. A resolution authorizing the Chairman of the Board to renew a contract for poll site usage (Leonardsville Fire House, Brookfield Town Building, North Brookfield Fire House, New

Woodstock Free Library, Cazenovia High School, DeRuyter Town Building, Eaton Town Building, Fenner Town Hall, Georgetown Town Hall, Hamilton Public Library, Earlville Village Office, Poolville Community Center, Lebanon Town Office Building, New Life Church Cafe, Heritage Baptist Church, Madison Fire House, Erieville Fire House, Nelson Town Building, Smithfield Community Center, Stockbridge Town Building, Sullivan Veterans' Memorial Parks & Recreation Building, Sullivan Town office Building and Lenox Town Office Building) was unanimously approved on the motion of Cary and second of Reinhardt.

Discussion - this is a yearly contract with the poll sites.

**Next Meeting** - September 26, 2013 at 9 a.m.

The meeting was adjourned at 9 a.m. on the motion of Suits and second of Reinhardt.

*Prepared by Suzanne Odell Sept. 9, 2013.*

*Amended to include all attendees, reflect votes and describe resolutions and respectfully submitted by Martha E. Conway Jan. 22, 2014.*

*Approved Jan. 22, 2014.*

**ADMINISTRATION AND OVERSIGHT**  
Committee Meeting Minutes October 8, 2013

**PRESENT:** Chairwoman Priscilla Suits, Vice Chairman John A. Reinhardt, Supervisors Scott Henderson, Russell Cary and James V. Rafte, Sr.

**ALSO:** County Administrator Mark Scimone

The meeting was called to order at 11:20 a.m. in the Supervisors Large Conference Room.

**RESOLUTIONS**

A resolution requesting the waiver of Rule Nos. 24 and 24-A was unanimously approved on the motion of Supervisor Scott Henderson and second of Vice Chairman John A. Reinhardt.

Discussion: After much discussion over the resolution before the Government Operations committee and how it was worded, the supervisors agreed that the word "only" be placed in this resolution so as to be specifically referencing this occurrence of the waiver. This was done and the vote was unanimous to approve the same.

A resolution requesting combining the 2014 Federal and State/Local Primaries was unanimously carried on the motion of Henderson and second of Supervisor James V. Rafte, Sr.

**ADJOURNMENT**

The meeting was adjourned at 11:45 a.m. on the motion of Henderson and second of Rafte.

*Respectfully submitted by Suzanne Odell for Priscilla Suits; approved October 31, 2013.  
Amended Jan. 22, 2014, by Martha Conway to reflect votes taken and attendees.*

## ADMINISTRATION & OVERSIGHT COMMITTEE

Thursday, October 31, 2013, Minutes

**PRESENT:** Chairwoman Priscilla Suits, Vice Chairman John A. Reinhardt and Supervisors Russell Cary and James V. Rafté, Sr.

**ABSENT:** Supervisor Scott Henderson

**ALSO:** County Administrator Mark Scimone

The meeting was called to order at 8:45 a.m. in the Supervisors Large Conference Room.

The minutes of the Oct. 8, 2013, meeting were unanimously approved on the motion of Vice Chairman John A. Reinhardt and second of Supervisor Russell Cary.

Supervisor James V. Rafté, Sr., joined the meeting at 8:50 a.m.

### **Resolutions:**

A resolution waiving the rules for resolutions was unanimously approved on the motion of Reinhardt and second of Cary.

A resolution fixing the time and date to organize the board for 2014 was unanimously approved on the motion of Cary and second of Reinhardt.

A resolution fixing time for holding meetings during 2014 was unanimously approved on the motion of Reinhardt and second of Cary.

*Discussion: Much discussion about moving the time of the regular monthly meetings for 2014 and it was decided to move this on to the full board for additional discussion and final decision.*

The next meeting was tentatively set for November 19.

The meeting was adjourned at 8:55 a.m. on the motion of Rafté and second of Cary.

*Respectfully submitted by Suzanne Odell on behalf of Chairwoman Suits; approved Nov. 12, 2013. Amended Jan. 22, 2014, by Martha Conway to reflect votes taken; to correct attendees; to include corrects spellings and titles.*

## **ADMINISTRATION & OVERSIGHT COMMITTEE**

Minutes - Tuesday, November 12, 2013

**PRESENT:** Chairwoman Priscilla Suits, Vice Chairman John A. Reinhardt, Supervisors Russell Cary and Scott Henderson

**ABSENT:** Supervisor James V. Rafte, Sr.

**ALSO:** Board of Supervisors Chairman John M. Becker and County Administrator Mark Scimone

The meeting was called to order at 11:01 a.m. in the Supervisors Large Conference Room.

### **Approval of Minutes:**

The minutes of the October 31, 2013, meeting was approved on the motion of Supervisor Russell Cary and second of Vice Chairman John A. Reinhardt.

### **Board of Supervisors Chairman John M. Becker**

Board of Supervisors Chairman John M. Becker began a discussion about combining some of the committees in order to decrease the number of total committees. Becker moved to combine the Social and Mental Health Services and Public Health Services committees into the Committee for Health and Human Services, and to combine the Public Works and Buildings and Grounds committees into Highway, Buildings and Grounds.

Supervisor Scott Henderson asked if there were any advantages or disadvantages in combining these committees. It was determined that it made sense, as the members of the paired committees remain the same.

The motion was unanimously carried on the second of Cary.

### **Next Meeting**

To be scheduled in December on an as-needed basis.

The meeting was adjourned at 11:12 a.m. on the motion of Cary and second of Reinhardt.

*Respectfully submitted by Suzanne Odell on behalf of Chairwoman Suits; approved Dec. 23, 2013.  
Amended Jan. 22, 2014, by Martha E. Conway to reflect votes taken and correct names, spellings and titles of attendees.*

## ADMINISTRATION & OVERSIGHT COMMITTEE

December 23, 2013, Minutes

**PRESENT:** Chairwoman Priscilla Suits, Vice Chairman John A. Reinhardt, Supervisors James Rafte, Russell Cary and Scott Henderson

**ALSO:** County Administrator Mark Scimone

The meeting was called to order at 9:45 a.m. in the Supervisors Large Conference Room.

### **Approval of Minutes:**

The minutes of the November 12, 2013, meeting were unanimously approved on the motion of Supervisor Russell Cary and second of Supervisor Scott Henderson.

### **Board of Elections**

#### **Resolutions:**

1) Authorizing the Chairman to Enter into an Agreement with Phoenix Graphics Inc. to Purchase Optical Scan Ballots. A motion was made to approve this resolution by Henderson and seconded by Supervisor James Rafte. Carried unanimously.

*Discussion:* This will save the Board of elections money in a number of ways including free envelopes. There is an agreement in place that if the cost of printing etc. goes down, the company will also reduce their rates.

2) Authorizing the Chairman to Renew an Agreement with NTS Data Services

A motion was made to approve this resolution by Cary and seconded by Henderson. Carried unanimously.

*Discussion:* The Board of Elections renews this contract each year and it covers registration, electronic reporting, document imaging, etc. They have been very pleased with this service.

3) Authorizing the Chairman to Enter into an Asset Management System Purchase, Maintenance, and Support Agreement with NTS Data Services

A motion was made to approve this resolution by Henderson and seconded by Rafte. Carried unanimously.

*Discussion:* There are no changes to this contract this year; this contract covers machines etc.

4) Fixing Time for Holding Meetings During 2014

A motion was made to approve this resolution and move it to the full board for discussion by Vice Chairman John A. Reinhardt and seconded by Rafte; carried four-to-one, with one nay from Cary, who stated he wants to make sure this issue is fully discussed at the January 2 meeting.

### **Next Meeting – TBD in 2014**

The meeting was adjourned at 10 a.m. on the motion of Rafte and second of Henderson.

*Prepared by Suzanne Odell Dec. 24, 2013.*

*Amended by Martha Conway to reflect attendees, votes taken, correct spellings of names and correct titles.*

*Approved Jan. 22, 2014.*



Dept. of Solid Waste & Sanitation  
PO Box 27, Wampsville, NY 13163  
SHARON A. DRISCOLL,  
Recycling Coordinator/Media Director  
Phone: 315/361-8408  
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## Solid Waste and Recycling Committee Meeting February 18, 2014

*Approved the minutes from January 28, 2014*

Chairman Jim Goldstein called the Solid Waste and Recycling committee meeting to order at 9:05 a.m. in the Chambers on the second floor of the County Office Bldg. in Wampsville, NY.

*Those in attendance were Chairman Jim Goldstein and Solid Waste Director James A. Zecca. Solid Waste Committee members in attendance were: Supervisors James Rafte, Scott Henderson, and Darrin Ball; Richard Bargabos was absent. Also present were John Becker, Chairman of the Madison County Board of Supervisors, John Campanie, County Attorney, Bill Buchan, Landfill Attorney, Kevin Voorhees, Barton and Loguidice, Mark Simone, Madison County Administrator, Kipp Hicks, Director of the Industrial Development Agency, Russ Hammond, Operations Manager, along with Mary Bartlett, Assistant Recycling Coordinator.*

### Approve Solid Waste Minutes from January 28, 2014 –

**Motion** by J. Rafte to approve the Solid Waste and Recycling committee minutes for January 28, 2014 seconded by J. Goldstein and approved.

### Land lease Bid - 69 acres off Tuttle Road –

The committee discussed the land lease bid for 69 acres off Tuttle Road owned by Madison County. The high bid of \$8,694.00 from Springwater Farms carries a three year contract. The only other bid was from ABC farm who currently leases the property at \$6,250.00.

**Motion** by D. Ball to submit a resolution to the Madison County Board of Supervisors to authorize leasing of 69 acres of County owned land in the Town of Lincoln to the high bidder - Springwater Farms for three years, seconded by J. Rafte and approved.

**NOTE:** A resolution will be submitted for approval during the March 11, 2014 Madison County Board of Supervisors meeting.

## Landfill Cover Material Contract –

Director Zecca reported that Regional Waste Solutions, LLC, is willing to enter into a one year agreement with the County to provide Alternative Landfill Cover Material (auto fluff) for daily cover.

Because the County lost the ash contract over a year ago there is a need for consistent daily cover. Director Zecca has checked with other municipalities and wants to try this daily cover with a 1 yr. agreement to start March 11, 2014 and end March 11, 2015. The Department of Environmental Conservation (DEC) has approved Regional Waste Solutions, LLC to provide this cover for \$10.50 / ton. The landfill will also take petroleum contaminated soil when possible to use for daily cover at \$18.50/ ton.

**Motion** by S. Henderson to submit a resolution to the Madison County Board of Supervisors to enter into an agreement with Regional Waste Solutions, LLC for a one year contract for landfill cover material at \$10.50/ton seconded by J. Rafte and approved.

**NOTE:** A resolution will be submitted for approval during the March 11, 2014 Madison County Board of Supervisors meeting.

## ARE Park Updates – OIN letter from NYSDEC -

**Motion** by J. Goldstein for the Solid Waste Committee to enter into Executive Session at 9:30 a.m. to discuss pending litigation seconded by J. Rafte and approved.

**Motion** by J. Rafte for the Solid Waste Committee to come out of Executive Session at 9:55 a.m. seconded by J. Goldstein and approved.

## Sewer & Water Projects -

Kevin Voorhees of Barton & Loguidice (B&L) gave the committee an update on the sewer line process. It should go out to bid sometime in July and start construction in the fall of 2014. All that work has been authorized and has DEC approval.

K. Voorhees updated the committee on the water line. The County has been getting mixed signals from Onondaga County Water Authority (OCWA) regarding the project. Supervisor Darrin Ball reported that a letter has been sent to OCWA stating that the pressure concerns have been dealt with. K. Voorhees thinks we need to sit with OCWA to clarify the agreement and a technical issue regarding the number of pumps and tanks necessary for the project.

K. Voorhees questioned whether the water project should go through the Planning Committee or the Solid Waste Committee. As per Board of Supervisors Chairman John Becker, the project should go through the Solid Waste Committee since it is using solid waste land.

Board of Supervisor's Chairman John Becker is requesting a meeting with Madison County, Barton & Loguidice and decision-makers from OCWA within the next two weeks to discuss water line details. K. Voorhees will set up the meeting.

D. Ball said, "We need more discussion to see how the project integrates with the Town of Lincoln, OCWA, and the proposed district so we can get a full funding package."

J. Zecca asked to set up a temporary budget line item with funding to get started since Governor Cuomo announced that the Empire State Development (ESD) is providing Madison County with a \$4 million grant to support infrastructure improvements - sewer and water lines for the Madison County ARE Park. M. Simone gave authorization for J. Zecca to direct Cindy Edick, Madison County Treasurer; to set up a line item now so that when the grant is received there will be a designated line item for it to be place.

Kipp Hicks is still exploring companies with meat processing capability. Once the ARE Park has public water and sewer lines in place, Hicks can undertake more serious inquiries.

### Plastics to Oil Project Updates - Terminate supply Contract with JBI, Inc. for cause -

Landfill Attorney B. Buchan explained that we put forward a two year contract before the Board last year with JBI, Inc. for Madison County to dispose of plastics (primarily agricultural plastics). There was no fee arrangement but they had exclusivity. Now they are no longer accepting agricultural plastics shipments for reasons unrelated to Madison County so the agreement no longer makes sense. JBI is in default. The County can terminate the contract with minimal notice. A resolution will be sent to the Board of Supervisors to terminate this contract.

**Motion** by S. Henderson to terminate the agreement with JBI, Inc. of Niagara Falls to provide plastics for conversion to diesel fuel as JBI is no longer accepting agricultural plastics and are in default of their contract seconded by J. Rafta and approved.

**NOTE:** A resolution will be submitted for approval during the March 11, 2014 Madison County Board of Supervisors meeting.

### Other plastic to oil opportunities - JUM Global -

Director Zecca has drafted a letter to JUM Global regarding access to plastic from other municipalities, businesses and institutions throughout the New York region. K. Hicks reports that JUM Global has gone through the air permit application process in Florida. He stated that Ken Lynch, DEC in Syracuse, would like to have a pre-application meeting with Dave McCarthy of JUM Global for the Air Permit as soon as possible. JUM Global has set up their equipment in Florida and expects to be operational in near future.

Attorney Buchan explained that Madison County will use the standard section 103 competitive bidding procedure to put out to bid for a company to accept waste plastics. Once the contract is terminated with JBI, Inc., the County can draft an agreement for plastics recycling with a new company.

Buchan stated, "By using the competitive bidding process we will have a basis for a supply agreement. Jim has talked with a number of brokers and municipalities who are indicating they can supply plastics. That said, we are not committed to a specific tonnage or be liable if we cannot deliver. We are taking a market-based approach and finding a lot of plastic available."

### E-Waste Program Update – CRT (TV's & Monitors) -

Director Zecca reported that New York State passed the Electronic Equipment Recycling and Reuse Act in 2010 that went into effect in 2011 requiring manufacturers to accept E-Waste for recycling or pay a surcharge to the DEC. There have been operational glitches with implementation of the law and market changes in electronics causing a glut of old televisions and monitors (CRTs).

Recyclers are paying a reduced rate for poundage or no longer paying at all. The DEC has been empowered to administer the program as the enforcer on paper but they have no enforcement ability to back them up. There is an effort to determine solutions to the problem and a summit meeting of manufacturer representatives, recyclers, municipalities, and the DEC was held in Albany recently. E- Waste goes to different markets but there are stockpiles accumulating of Cathode Ray Tubes (CRT's) - TV's and computer monitors which have toxic lead and other chemicals. We need a resolution from Madison County calling upon New State to resolve this problem.

### Landfill Ban -

Director Zecca continued, "Madison County is ahead of the game. Cathode Ray Tubes (CRTs) have been banned for quite some time in our landfill. Come Jan 1, 2015 all landfills in NYS will be banned from taking CRTs. This is what's known as the ban without a plan."

LoJo's in Oneida is still taking CRTs and E-Waste for Madison County residents at no fee. The landfill and ARC would like to offer a series of collection sites throughout the County this spring to give our residents a chance to properly dispose of their CRT's.

**Motion** by D. Ball to schedule E-Waste collections throughout the County in Spring 2014 to collect CRT's and E-Waste for Madison County residents and to submit a resolution to the Board of Supervisors calling upon New York State to restore channels for recycling of Cathode Ray Tube devices, seconded by S. Henderson and approved.

**NOTE:** A resolution will be submitted for approval during the March 11, 2014 of the Madison County Board of Supervisors meeting.

### 2013 Solid Waste Annual Report -

This item was tabled until the March 2014 meeting.

### Miscellaneous business -

K. Hicks asked for an update about the Power Purchase Agreement with Solar Liberty. Attorney Buchan informed the committee he has revised the documents which were on the agenda at the January 28, 2014 meeting and everything is in place. Board of Supervisors Chairman J. Becker signed the Interconnect Agreement. New York State Energy Research and Development Authority (NYSERDA) has approved the grant and Solar Liberty plans to install the solar panels at the Buyea Rd. Landfill site this spring.

Attorney Buchan reported that he was invited to attend a conference call with Solar Liberty and the NY Power Authority regarding a megawatt project unrelated to the landfill. The Power Authority wanted information on the Purchase Power Agreement process. B. Buchan shared details with them on the procurement process and followed up with a letter to them. He will send a copy of the letter to Director Zecca and the Solid Waste Committee.

### Next Meeting -

The next meeting of the Solid Waste and Recycling Committee will be held at 9 a.m. Tuesday, March 18, 2014 in the Supervisor's Conference room on the second floor of the County Office Building in Wampsville.

**Motion** by J. Goldstein to adjourn the Solid Waste and Recycling Committee Meeting seconded by J. Rafte and approved.

Respectfully submitted by Mary Bartlett for James Zecca.

# Highway, Buildings and Grounds Committee

*Minutes Feb. 19, 2014*

**PRESENT:** Chairman Ronald Bono, Vice Chairman Roger D. Bradstreet and Supervisors Scott Henderson and William Zupan

**ALSO:** Board of Supervisors Chairman John M. Becker, Board of Supervisors Vice Chairman Daniel S. Degear, Supervisor John Pinard, County Administrator Mark Scimone, Personnel Director Eileen Zehr, Director of Labor Relations Ryan Aylward, Maintenance Supervisor Kevin F. Loveless, Highway Superintendent Joseph Wisinski, Deputy Highway Superintendent Brad Newman and Richard Spadafora of Central Services

**ABSENT:** Supervisor Alexander Stepanski

The meeting was called to order at 2 p.m. in the Atrium Conference Room.

**Minutes:** The minutes of the regular meeting January 15, 2014, and joint meeting with Government Operations Feb. 11, 2014, were unanimously approved on the motion of Vice Chairman Roger D. Bradstreet and second of Supervisor Scott Henderson.

**Central Service Mailing Equipment:** Richard Spadafora of Central Services reported to the Committee that Pitney Bowes has announced it will be obsoleting the DM series mailing system equipment soon, and service and parts for same will become increasingly difficult to obtain. Spadafora said he plans to go look at the system earmarked to replace the DM series.

*Board of Supervisors Chairman John M. Becker and County Administrator Mark Scimone joined the meeting at 2:10 p.m.*

The Committee unanimously voted to keep the existing equipment and press for a service agreement on the motion of Bradstreet and second of Henderson.

**Court House Update:** County Administrator Mark Scimone reported there is no update in the Court House litigation matter.

The Committee unanimously voted to enter executive session at 2:12 p.m. to discuss strategy in the Court House litigation matter on the motion of Bradstreet and second of Supervisor William Zupan.

The Committee returned to open session on the motion of Henderson and second of Zupan at 2:15 p.m.

**Barton & Loguidice:** Building Maintenance Supervisor Kevin F. Loveless expressed concern over the receipt of another invoice from Barton & Loguidice for Court House engineering when the project has been at a standstill for several months and another engineering/architectural firm having been consulted.

The Committee authorized Loveless to obtain an itemized accounting for the latest billing period and voted unanimously on the motion of Henderson and second of Bradstreet to terminate the contract with Barton & Loguidice for this project as soon as the County's financial obligations were legally documented and paid in compliance with the contract.

**Court House Cleaning and Minor Repairs Contract:** Loveless reported on a conversation he had with Amanda Whalen-Garner, Facilities Coordinator with the New York State Office of Court Administration's Sixth Judicial District Administrative Office in Binghamton. He said despite the Board of Supervisors passing a resolution in opposition to the OCA's proposed cuts to the County's Court House Cleaning and Minor Repairs contract, they would have to sign the contract or receive nothing from the state at all. Loveless said Garner told him the state is not obligated to chip in anything toward the service.

County Administrator Mark Scimone said he knew the county was required to provide facilities in which to hold court, but asked if the County was obligated to maintain them. Henderson read an excerpt from state law that counties "...must provide and maintain..." court facilities.

Bradstreet moved a resolution authorizing the chairman to enter into the five-year contract with the New York State Court system; Zupan seconded the motion. Chairman Ronald Bono, Bradstreet, Henderson and Zupan voted in favor of Bradstreet's motion; Board of Supervisors Chairman John M. Becker voted no.

*Board of Supervisors Vice Chairman Daniel S. Degear joined the meeting at 2:32 p.m.*

**Sheriff Space at Public Health:** Loveless reported that after touring the Public Health building with Sheriff Allen Riley and Public Health Director Eric Faisst, it was determined the space available would not fit the number of employees Riley would like centrally located.

**Highway Minutes:** Minutes from the Dec. 11, 2013, Public Works meeting were approved on the motion of Bradstreet and second of Stepanski. Supervisor William Zupan abstained.

**Real Property Matter:** The Committee unanimously voted to enter executive session at 2:37 p.m. on the motion of Becker and second of Bradstreet to discuss the proposed acquisition of real property, the value of which would be significantly affected by public knowledge of same.

The Committee unanimously voted to exit executive session at 2:53 p.m. on the motion of Henderson and second of Zupan.

**County Clerk Storage:** Loveless said he toured the Department of Social Services basement with County Clerk Denise Roe; he said a 20-by-34-foot space has been identified for her use. He said Roe is searching her budget to fund the construction materials.

Scimone said the space would be used for little-accessed, permanently archived records that are not often requested by the public – stuff that generally only historians care to research.

The Committee reached consensus to go ahead with the building modification if funds are located to pay for it on the motion of Henderson and second of Bradstreet.

Seminar: Loveless reported a half-day seminar he attended locally for facilities/sanitation staff was educational in a number of areas, including more effective cleaning procedures and understanding the standardization of Material Safety Data Sheets to make them globally universal.

**North Court Street Bridge Replacement:** Scimone reported that U.S. Sen. Charles Schumer had a meeting scheduled with CSX regarding numerous issues and said he would put Madison County's bridge project at the top of his list at that meeting.

Becker said the timetable for closing the bridge demands that notifications to impacted populations begin almost immediately. In addition to emergency services impacts – Lenox Supervisor John Pinard said the bridge's closing will effectively cut the Wampsville Fire District in half.

Pinard said he will coordinate a meeting between the Highway Department and fire/EMS.

The Committee discussed possible methods of communicating the closure to affected parties. Highway Department Superintendent Joseph Wisinski will contact the state Department of Transportation to try and borrow Dynamic Messaging System signs to place on both sides of the bridge, giving advance notice of the closure.

**Phone Line Damage:** Wisinski reported that a probationary employee who drove with the box of a dump truck in the upward position and pulling down telephone lines was dismissed.

Excavator Bid Review: Two bids were received for a used excavator; one met specifications (John Deere), the other did not (Volvo). Becker made a motion that the purchase process proceed, pending an oil analysis; Henderson seconded the motion. The Committee asked Wisinski to return to the sales representative and get a formal, written warranty.

**Lighting Proposal:** Wisinski provided the Committee with a lighting proposal for the highway garage from a National Grid small business affiliate; he said the commercial arm of the same outfit also is developing a proposal. The Committee asked him to bring both to Jamie Hart in the Planning Department for evaluation and recommendation at a future meeting.

**Motion to Adjourn:** The meeting was adjourned at 3:57 p.m. on the motion of Henderson and second of Zupan.

**Next Meeting Date: March 19, 2014, in the Supervisors Large Conference Room.**

*Respectfully submitted Feb. 21, 2014, by Martha E. Conway and approved March 19, 2014.*



COMMITTEE ON PLANNING, ECONOMIC DEVELOPMENT, ENVIRONMENTAL  
AND INTERGOVERNMENTAL AFFAIRS  
MEETING MINUTES

Feb 20, 2014 – 10:30 A.M.- Supervisors' Large Conference Room

Supervisor	Present	Absent	Late	Time In
Salka	X			
Jones	X			
Moses	X			
Rafte	X			
Shwartz	X			

**Present:**

Committee: John Salka, Dave Jones, Cliff Moses, James Rafte, and Eve Ann Shwartz

Supervisors: John Becker, Dan Degear

County Staff: Scott Flaherty, Scott Ingmire, Rebecca Marsala, Mark Scimone, Tina Wayland-Smith and Gwen Williamson

Additional Present: Charlie Bostic, Nathan Forster, Kipp Hicks, Thomas Reichel

Meeting was called to order by Salka at 10:27 A.M.

The January 23, 2014 minutes were approved as written on a **MOTION** by Rafte and seconded by Moses. 5/0/0. 10:28 A.M.

A-2: Scott Ingmire relayed a brief Sales Tax Update, noting that the sales tax is up approximately 1.7 percent.

A-3: Becky Marsala presented the Utica Street Update. There will be a public meeting on Tuesday, Feb 25, 2014 regarding the Priority Remedial Analysis Report. The SAC Amendment is being redone. The two ground wells are being reinstalled on site as required by DEC. The Town of Hamilton is definitely still interested in owning this parcel, while acknowledging awareness of the stipulations, liens and monitoring that ownership will entail. (Marsala and Wayland-Smith out-10:38)

A-4: Tom Reichel presented the Career Center Update. The new employment/job search agency is in the process of getting set up in the Career Center and will be running by next month. It will be staffed one day a week. The Career Center averaged 66 visits per day in January and this busy trend is continuing in February so far.

A-5: Kipp Hicks presented an overview of Madison County IDA and Economic Development missions and accomplishments. He shared a Business Services Overview handout, and briefly explained the Capital Resource Corp, the Strategic Plan (copies to supervisors), the microenterprise grant program and upcoming projects.

Hicks presented a grant request by the City of Oneida regarding the Elm Street Infrastructure Project. The funding breakdown would include 1 million from Empire State Development, 200 thousand from the City of Oneida RLF, 200 thousand through the County RLF and the remaining through other Oneida sources. This project would bring water and sewer down Elm Street, which could be accessed by the Madison County Offices and allow them to be removed from septic systems. The grant also would allow for over 400 acres of developable land to become usable and available. The Committee requests the caveat that the IDA would have the right of first refusal on the 400 acre parcel when it becomes available for development.

The Committee recommended a resolution be prepared to approve a grant for 200 thousand dollars from Economic Development for the Elm Street Infrastructure Project, contingent upon the land security options discussed above, on a **MOTION** by Moses and seconded by Jones. 5/0/0 11:10 A.M.

During the previous discussion Becker requested the Committee support the forgiveness of the Town of Sullivan note by the County.

Following discussion, the Committee approved recommending the Town of Sullivan CDBG loan for the Harbor Lights Project be forgiven on a **MOTION** by Jones and seconded by Moses. 5/0/0. 11:11 A.M.  
(Degear and Becker out.11:12)

A-6: The Committee approved a resolution appointing Mr. Mike Fifield to the Workforce Investment Board of Herkimer-Madison-Oneida Counties on a **MOTION** by Shwartz and seconded by Rafté. 5/0/0 11:13 A.M.

A-7: The Committee approved a resolution appointing Mr. Robert Hulchanski to the Workforce Investment Board of Herkimer-Madison-Oneida Counties on a **MOTION** by Moses and seconded by Shwartz. 5/0/0 11:14 A.M.

A-8: The Committee approved a resolution authorizing the Chairman to enter into an agreement with Kloster Cleaning for cleaning services at the Career Center through April 14, 2016 on a **MOTION** by Jones and seconded by Shwartz. 5/0/0 11:15 A.M.

A-9: The Committee approved a resolution amending a contract with NYS DEC for environmental restoration regarding a cost and time extension for a service station in the Village of Hamilton on a **MOTION** by Shwartz and seconded by Rafté. 5/0/0 11:16 A.M.

A-10: The Committee approved a resolution authorizing the Chairman to enter into an agreement between the Oswego County Soil and Water District and Madison County on a **MOTION** by Moses and seconded by Jones. 5/0/0 11:21 A.M.

Additional Item: Nathan Forster presented the AED update. A permanent replacement has been found for the position currently held by Nathan Forster. There will be a one month overlap with Nathan for a smooth transition. \*The plans are underway for the 2014 Open Farm Day. The fundraising and marketing focus this year will move toward a stronger web presence, including online availability of the passport info as well as a possible mobile app for routes and locations. \*The Food Hub project continues to move slowly along and they anticipate construction will begin this coming Spring. \*Nathan briefed the committee on the desperate need for a malting facility in NY. A grant was received for determining the feasibility, preparing a business plan and consideration of locations and design for one such facility. AED is in the process of searching for a malting consultant.

A-11: New Business.

Scott Ingmire presented the Committee with information regarding Mr. Taylor making another request to purchase land contiguous to his parcel. Mr. Taylor has made similar requests numerous times and has been denied. The County has reasons for holding this parcel; two of which are the development of the Oneida Rail Trail and possible right-of-way needs for water and sewer lines. Scott Ingmire will send a letter to Mr. Taylor notifying him of the consensus of the Committee.

Scott Ingmire informed the Committee regarding the Department of State New York Rising Program. This funding program was established due to the devastation from Super Storm Sandy, Irene and the 2013 Central NY flooding including Madison and Oneida Counties. The DOS was here earlier this week to meet with Madison County Emergency Task Force. Scott Ingmire will be developing a spreadsheet compiling tentative projects and uses for the Madison County portion of the 3 million dollar grant amount. There is a VERY quick turn-around on this program and Scott will need this list of (preferably shovel-ready) projects by Thursday of next week (Feb 27, 2014). Ingmire will send an email to the members of the Board of Supervisors immediately in order to get assistance with compiling this information from each municipality. The second part of this program will consist of developing a committee for the creation of a long term flood management plan, due by July of 2014.

John Salka noted that the agenda will be out next week for the upcoming Energy Committee in March. He asked about the Public Utilities Committee and it was noted that the same people serve on both committees. Salka also mentioned that he had a meeting with Paul O'Mara and Ron Bunce regarding AED and Cooperative Extension that was very informative. Salka is quite impressed with the work being done in this area.

Scott Flaherty presented a hand-out that had been requested at the last meeting. The handout shows the Madison County Occupancy Tax Receipts on 3-year as well as a 5-year averages.

The meeting was adjourned on a MOTION by Rafte and seconded by Jones. 5/0/0 11:56 A.M..

(Sign in sheet attached)

Respectfully submitted: Gwen Williamson

Sign in Sheet Feb 20<sup>th</sup>

Planning, Eco. Dev., Environ. & Intergov. Affairs	
Date of Meeting:	
John Salka	<i>John Salka</i>
Cliff Moses	<i>Cliff Moses</i>
<del>Jim</del> Rafta	<i>Jim Rafta</i>
Eve Ann Shwartz	<i>Eve Ann Shwartz</i>
Dave Jones	<i>Dave Jones</i>

*Scott Flitts*      *Rebecca S. Marsala*

*Mark Simone*      *Kipp Aids*  
*Sina Myland*

*[Signature]*

*Charles Bortis*

TOM REICHEL

Dan Dagear

Nathan Forster

*Shirley Williams*

*present also:*  
*Scott Zigmie*

# Criminal Justice, Public Safety and Telecommunications Committee Meeting

*Minutes February 20, 2014*

**PRESENT:** Chairman Roger D. Bradstreet (9:07 a.m.), Vice Chairman Lewis Carinci and Supervisors John Salka and David Jones

**ALSO:** County Administrator Mark Scimone, Executive Assistant Christine Coe, E-911 Communications Director Paul Hartnett, Sheriff Allen Riley, Undersheriff John Ball and Emergency Preparedness Director Joe DeFrancisco

**ABSENT:** Supervisor Richard O. Bargabos

The meeting was called to order by Vice Chairman Lewis Carinci at 9 a.m. in the Atrium Conference Room.

**E-911 Communications:** A resolution authorizing the chairman to apply for a New York State Division of Homeland Security and Emergency Services grant was unanimously approved on the motion of Supervisor John Salka and second of Committee Vice Chairman Lewis Carinci.

**Minutes:** The minutes of the Jan. 16, 2014, meeting were unanimously approved on the motion of Supervisor David Jones and second of Salka.

*Salka left the meeting at 9:02 a.m. to attend a flood mitigation meeting in Chambers.*

E911 Communications Director Paul Hartnett delivered his report of activities for the month, a copy of which is attached hereto and made a part hereof. Hartnett detailed the cost base for tower development requested at the January meeting by Supervisor Richard O. Bargabos.

*Chairman Roger D. Bradstreet joined the meeting at 9:07 a.m.*

Hartnett reported sharply curtailed telephone and computer capabilities after a County dump truck pulled lines down on North Court Street Tuesday, Feb. 18. The last of the system's services was restored by close of business Feb. 19.

**Sheriff's Office:** Sheriff Allen Riley and Undersheriff John Ball presented a travel request and several resolutions to the Committee.

#### *Resolutions:*

1. The Committee unanimously approved a resolution authorizing the chairman to modify an agreement with Madison County Council on Alcoholism and Substance Abuse, Inc. (BRiDGES) on the motion of Bradstreet and second of Jones.

2. The Committee unanimously approved a resolution authorizing the chairman to enter into an agreement with the New York State Division of Criminal Justice Services (ignition interlock) on the motion of Bradstreet and second of Jones.

3. The Committee unanimously approved a resolution authorizing the chairman to modify an agreement with Health Direct Institutional Pharmacy Services (Kinney Drugs) on the motion of Jones and second of Bradstreet.

4. The Committee unanimously approved a resolution authorizing acceptance of a grant award from the New York State Office of Child and Family Services on the motion of Jones and second of Bradstreet.

The Committee reached consensus on the motion of Jones and second of Bradstreet to allow

Committee Chairman Bradstreet to sign a travel request for a non-County employee to attend a conference in connection with the Child Advocacy Center.

*County Administrator Mark Scimone joined the meeting at 9:23 a.m.*

Scimone presented a resolution in opposition to a proposed state program offering inmates college credit courses while incarcerated. The Committee unanimously approved the resolution on the motion of Jones and second of Bradstreet.

Scimone also presented a resolution opposing the state's use of the County seal on documents circulated by the state in promoting the New York SAFE Act. The Committee unanimously approved the resolution on the motion of Bradstreet and second of Jones.

The Committee unanimously approved a travel request for Deputy Darren Ladd to attend the National Highway Traffic Safety Association's Region 2 Child Passenger Safety Technical Conference on the motion of Carinci and second of Bradstreet.

**Emergency Preparedness:** The Committee unanimously approved a resolution appointing Madison County Fire Advisory Board members and deputy coordinators for 2014 on the motion of Jones and second of Bradstreet.

The Committee unanimously approved a resolution modifying the 2014 County budget to accept a State Homeland Security grant on the motion of Bradstreet and second of Jones.

**Motion to Adjourn:** The Committee adjourned at 9:41 a.m. on the motion of Salka and second of Jones.

**Next Meeting Date: March 20, 2014, at 9 a.m. in the Supervisors Large Conference Room.**

*Respectfully submitted February 25, 2014, by Martha E. Conway for Chairman Roger D. Bradstreet and approved March 20, 2014.*

*Roger D. Bradstreet, Chairman, Madison County Criminal Justice, Public Safety and Telecommunications Committee*

# Administration and Oversight Committee Meeting

*Minutes February 20, 2014*

**PRESENT:** Chairman Scott Henderson, Vice Chairman James Rafte, Supervisors Daniel S. Degear, William Zupan and Paul Walrod

**ALSO:** County Administrator Mark Scimone, Elections Commissioners Laura Costello and Lynne Jones, Personnel Director Eileen Zehr, Treasurer Cindy Edick and Purchasing Agent Cindy Urtz

Committee Chairman Scott Henderson called the meeting to order at 3:04 p.m. in the Supervisors Large Conference Room.

**Minutes:** The minutes of the Jan. 16, 2014, meeting were unanimously approved on the motion of Supervisor Daniel S. Degear and second of Committee Vice Chairman James V. Rafte.

**Board of Elections:** Elections Commissioners Laura Costello and Lynne Jones presented information on service contracts for the Board of Elections' voting machines. After discussion of the options available, the Committee voted unanimously to authorize the chairman to enter an agreement with Dominion Voting Systems (Option 3) on the motion of Degear and second of Rafte; the Committee made the unanimous action contingent upon 1) the contract's containing the County's standard cancellation language recommended by the County Attorney's Office received and reported by County Administrator Mark Scimone; and 2) Dominion Voting Systems providing a corrected sales order to go with the option agreed upon.

The Committee also voted unanimously to authorize a budget modification to cover the difference between the amount budgeted for the service contract and the amount of the actual contract.

**Purchasing Agent:** The Committee reviewed a draft position description for a full-time purchasing agent to replace Cindy Urtz upon her projected June retirement. The draft was based upon research compiled by Personnel Director Eileen Zehr from other municipalities.

Scimone said the centralized purchasing model will be good for consistency and reduce departmental workloads.

The Committee unanimously voted on the motion of Supervisor William Zupan and second of Supervisor Paul Walrod to move the proposed position description to the Government Operations Committee for consideration of creation of the position. The purchasing agent will report to Scimone and be overseen by the Administration & Oversight Committee.

Henderson said solid policies and procedures will be the firewall that allows the person in this position to deflect requests for unnecessary purchases and to do the best job for the County. Scimone said a review of the current and new systems is in order as the basis of creating solid purchasing protocol.

Zupan said it would be good to get somebody in place now and get them trained. Scimone said it would be good to get someone on board and let them have a voice in making policy; he said the position comes with a lot of responsibility.

**Executive Session:** The Committee voted unanimously on the motion of Degear and second of Walrod to enter executive session at 3:48 p.m. for the purpose of discussing matters

potentially leading to the dismissal of a particular individual.

The Committee voted unanimously to exit executive session on the motion of Rafté and second of Degear at 4:03 p.m.

**P-Card Implementation and Policy:** The Committee held general discussion of implementation of and policy development for usage of a credit-card like awards program that allows the County to earn rebates for using it to make purchases. Degear said policies would need to be developed and the proposed program should go before Government Operations.

**Next Meeting:** March 20, 2014, at 3 p.m. in the Supervisors Large Conference Room.

**Motion to Adjourn:** The Committee adjourned at 4:24 p.m. on the motion of Supervisor Walrod and second of Zupan.

*Respectfully submitted February 27, 2014, by Martha E. Conway for Chairman Scott Henderson and approved March 20, 2014.*

*Scott Henderson, Chairman, Administration and Oversight Committee*

## HEALTH AND HUMAN SERVICES COMMITTEE

Monday, February 24, 2014  
Supervisors Large Conference Room

### Committee Members Present

Alexander Stepanski, Chairman, Town of Stockbridge  
Lewis Carinci, Vice Chairman, City of Oneida  
James Goldstein, Town of Lebanon  
Joseph John Pinard, Town of Lenox  
Paul Walrod, Town of Georgetown

### Others Present

Mark Scimone, County Administrator  
Donald Smith, Director, Veterans Service Agency  
Joanne Eddy, Director, Youth Bureau  
Michael Fitzgerald, Commissioner, Department of Social Services  
Teisha Cook, Director, Mental Health  
Karolyn Sayles, Deputy Director of Administrative Services, Mental Health  
Eric Faisst, Director, Public Health  
Dennis Rahn, Chairperson, Community Services Board  
Christine Coe, Executive Assistant to the County Administrator

### Call Meeting to Order

Chairman Alex Stepanski called the meeting to order at 10:30 a.m. indicating that there was a quorum for the Health and Human Services Committee.

### Approve Minutes

The Health and Human Services Committee reviewed the January meeting minutes. A motion to approve the minutes as written was made by Jim Goldstein, seconded by Joseph John Pinard and carried unanimously.

### Veterans Agency 10:30 – 10:40

Donald Smith provided a report of the Veterans Service Agency's activities and statistics for February 2014.

Veteran's Property Tax Exemption has been expanded to include school taxes. Each school district must opt in or out for the exemption and caps can be set. This could have a significant impact on property owners that are not exempt.

As discussed at last month's meeting, a letter was drafted asking the Supervisors/Towns to support the FAVOR program by reaching out to their respective merchants to help grow the program. The letter along with the program terms and conditions, enrollment letter and form, and a list of currently enrolled merchants and discounts will be emailed to this Committee for distribution.

## **Youth Bureau 10:40 – 10:50**

### **Resolution:**

**Authorizing the Chairman to enter into agreements with agencies to provide youth services and to modify the 2014 adopted County budget**

A motion was made by Lewis Carinci, seconded by James Goldstein, and carried unanimously.

## **Social Services 10:50 – 11:10**

Mike Fitzgerald provided Social Service's January 2014 expenditure and refund summary. Currently, the programs are under budget by \$406,532; however, expenses vary by month. Chairman Stepanski requested that the annual budget total be added to the chart to show a year-to-date comparison. A caseload summary chart by current month, previous month and previous year was also provided for review. Management staff evaluations have been completed and are available for review.

### **Resolutions:**

#### **Fixing Foster Boarding Home Rates**

Discussion: The Committee recommended attaching the Foster Care Rate Comparison chart to the resolution to illustrate the disparity in Madison County rates compared to neighboring counties and the maximum rate set by the New York State Office of Children and Family Services.

A motion was made by James Goldstein, seconded by Lewis Carinci, and carried unanimously.

## **Mental Health 11:10 – 11:40**

Karolyn Sayles provided an overview of Mental Health's preliminary year-end report. Although expenditures came in under budget, revenues were down significantly resulting in a deficit of \$1,428, 098. One time expenditures to Comprehensive Outpatient Services and OMIG overpayment also impacted the budget along with three vacancies and a 32% patient no-show rate.

Mental Health has made significant improvements with billing over the past year. Teisha Cook is currently looking at an open access model to back fill no-shows and make scheduling more efficient.

### **Executive Session**

A motion was made by James Goldstein to enter into executive session to discuss matters leading to the appointment of a particular person; Lewis Carinci seconded the motion and it was carried unanimously.

A motion was made by James Goldstein to exit executive session; Paul Walrod seconded the motion and it was carried unanimously.

**Resolution:**

**Appointing a member of the Community Services Board**

Discussion: The Committee recommended including the Mental Health memorandum from the Community Services Board Chairman that details the applicant's qualifications with the resolution.

A motion was made by Supervisor Carinci, seconded by Supervisor Goldstein, and carried unanimously.

**Public Health 11:40 -12:00**

**Resolutions:**

**Authorizing the Chairman to enter agreements with SUNY Delhi, SUNY IT, and Utica College Nursing Program**

A motion was made by James Goldstein, seconded by Joseph John Pinard, and carried unanimously.

**Entering an agreement with Madison County Rural Health Council (MCRHC) for capacity building and services activities**

A motion was made by Lewis Carinci, seconded by James Goldstein, and carried unanimously.

**Entering an agreement with Madison County Rural Health Council (MCRHC)**

A motion was made by James Goldstein, seconded by Paul Walrod, and carried unanimously.

**Enter into agreements with Veterinarians for Rabies Clinic**

A motion was made by James Goldstein, seconded by Lewis Carinci, and carried unanimously.

**Public Health Department approved Charges and Fee Schedule**

A motion was made by James Goldstein, seconded by Joseph John Pinard, and carried unanimously.

**Authorizing attendance at an Out-of-State Conference**

A motion was made by James Goldstein, seconded by Lewis Carinci, and carried unanimously.

**Authorizing a contract for Professional Services to Manage Transportation Services with VMC Consultants, LP.**

A motion was made by James Goldstein, seconded by Joseph John Pinard, and carried unanimously.

**Authorizing attendance at an Out-of-State Conference**

A motion was made by Joseph John Pinard, seconded by Lewis Carinci, and carried unanimously.

**Opioid Overdose Prevention Program:**

The Sheriff's Office approached the Public Health Director regarding the State's Opioid Overdose Prevention Program due to the increase in heroin abuse in Central New York. The Health Department would need to submit an application to register as an authorized provider of the program. Eric is discussing the liability issue with the Medical Director and County Attorney's office, and wanted to make this Committee aware of the inquiry.

**New Business 12:00 -12:20 – GMO Labeling**

The Committee discussed adopting a resolution supporting GMO labeling in the State to forward to Assemblyman Magee and State Senator Valesky.

Connecticut and Maine have passed GMO labeling bills that would require genetically modified foods to be labeled for consumers. Connecticut's mandate can't take effect until other bordering states pass similar labeling rules. Several GMO bills are pending and debate is likely in the Senate.

The Committee is not prepared to pass a resolution at this time. More research is needed of the pending bills and the pros and cons of such legislation. The Committee discussed identifying individuals who can speak on both sides of the issue.

**Motion to Adjourn**

There being no further business to discuss, a motion to adjourn the meeting was made by Paul Walrod at 12:23 p.m., seconded by Joseph John Pinard and carried.

**Next meeting:** Monday, March 24, 2014 at 10:30 a.m. in the Supervisor's large conference room.

*Respectfully submitted by Christine J. Coe for Chairman Alexander R. Stepanski.*

**MADISON COUNTY BOARD OF HEALTH**  
**Monday, February 24, 2014**  
**Public Health conference room, Wampsville, NY**

**BOARD OF HEALTH MEMBERS PRESENT:**

President, John Endres, DVM  
Margaret S. Argentine, PhD, RN, CNE  
Sam Barr, DMD  
Wendy Cary, City of Oneida  
Robert Delorme, MD, Physician Representative (excused)  
Rachel Elder, MD, Physician Representative  
Jennifer Meyers, MD, Physician Representative

**OTHERS PRESENT:**

Eric Faisst, Director of Public Health  
Kelly Golley, Director of Administrative Services  
Geoffrey Snyder, Director of Environmental Health  
Cheryl Geiler, Director of Community Health  
Rosanne Lewis, Director of Children with Special Needs  
R. Seelan Newton, MD, Medical Consultant  
Katherine Elder, Visitor  
Anne Carruthers, Confidential Secretary

Maggie Argentine called the Board of Health Meeting to order at 6:33 p.m. Rachel Elder introduced her daughter, Katherine, who was attending as a visitor.

The Board of Health Committee reviewed the January minutes. Maggie Argentine suggested that the minutes be revised as follows:

The MCRHC budget was approved and office space was made available  
**at BRIDGES's office in Canastota.**

Motion to approve the revised minutes was made by Sam Barr, seconded by Wendy Cary, and approved by all.

**Record of Claims:**

The Record of Claims was distributed for review and approval. Discussion ensued, with the following key points being brought up:

- Kelly Golley explained that the preschool amounts were higher because of year end.
- Board requested additional information as to costs by each child. Kelly will research and provide the information to the Board.

**Strategic Items:**

**Madison County Rural Health Council**

Eric Faisst provided an update on the activities of the Council. Four candidates have already been interviewed for the Executive Director position, with the fifth being

interviewed next week, on Tuesday, March 4, 2014. Goal to have position filled before the end of March.

Two resolutions were approved by Health and Human Services Committee at their 2/24 meeting. First resolution addresses payment of \$120,000 from the County to the Council. The second resolution approves the allocation of \$9,500 to the Council through the HFWCNY grant, administered by the Health Department.

A \$3,500 check to the Council was received from Herkimer Healthnet (project lead agency), for the marketing and promotion of the NDPP training activities. NDPP project co-funded by NYS Health Foundation (\$20,000) and Excellus BC/BS (\$118,000). Three individuals from Madison County will receive training to become Lifestyle Coaches. The lifestyle coaches will in turn provide training to community residents diagnosed with pre- and existing diabetes.

#### Healthy Weight Update

Maggie Argentine discussed the Fit Kids of Madison County plan. She will submit a written evaluation report, but summarized some points for the Board:

- There were two 12-week pilot sessions held.
- Initially, 9 kids were referred. 1 was lost during the first week; 2 were lost to football training; 1 did not complete the physical fitness assessment at the end.
- The 5 remaining kids will continue on as peer mentors and they are hoping to get another group going soon.
- Tracking is at a critical juncture.
  - Maggie displayed a Jawbone device that can be worn on the wrist. It can track activity, motion, sleep, and meals. It's similar to Fit Bit, but can be used for kids ([www.jawbone.com](http://www.jawbone.com) - spreadsheet can be downloaded if desired to track items).
- Hope to branch out into similar future programs in other parts of the county. Would like to work with and compare results with southern part of the county.
- COPPA law could be an issue for involving children younger than 13 in the program. Ages 13 and older can give their assent for online identity.
  - John Endres questioned whether others could download the data instead, to help protect the children's' privacy, but this cannot be done at the moment.

#### **REPORTS:**

Division and Medical Director reports were submitted prior to the meeting for review.

#### Director Update:

The Sheriff's Office has requested the Public Health Department's assistance with an opioid overdose prevention program. Eric is working with Dr. Newton on this. County Attorney's office is reviewing contractual and legal aspects of the program.

#### Environmental Update:

Discussion took place regarding the report.

#### Rabies

- Rachel Elder asked about the rabies results regarding a cow and what the process was for addressing this issue.
- Geoff responded that herd isolation and monitoring is recommended. In this instance the cow was put down.

#### Salmonella

- Local restaurant owners visited New York City at Christmastime and contracted salmonella.
- It took two 24-hour tests to clear and their restaurant was closed for 24 hours.

#### Tiger bite

- Resident was bitten by baby tiger at petting zoo while on vacation in Mexico.
- Treatment was not sought until return home.

#### Individual Water Supplies (Private wells)

- Maggie Argentine asked about the number of private wells in the county, relating to inspection standards. Geoff Snyder explained that the number of private wells is estimated by the number of people not served by public systems. Current standards for wells apply to well-drilling companies. Reporting of well testing results to DEC are part of these requirements, however results are not required to be provided to the local health department.
- The Board would like to have more information about private well use in Madison County, along with potential health issues and programs/policies addressing private wells from other counties.

#### **Prevent Update:**

Refer to the report.

#### **EI/Pre-K Update:**

Refer to the report.

#### **County:**

No report.

#### **City of Oneida:**

Nothing to report.

#### **Medical Director:**

Refer to the report.

#### **President:**

No report.

#### **OLD BUSINESS:**

#### **Nominate Vice President**

Nothing at this time.

Representative from the Board of Supervisors  
Nothing at this time.

**NEW BUSINESS:**

Local Tobacco Law

The Board of Health is designated as the regulating authority for the local No Tobacco law. The Health Department recently received a complaint of an employee smoking on campus. The Board approved giving a warning to this individual, and discussed drafting a progressive discipline plan.

County Compliance Training

This training is required for all on a yearly basis. Members were reminded to complete the training and submit their training forms to Eric.

Restaurant Nutrition Information

Rachel Elder asked if local restaurants can be persuaded to post nutritional information in their establishment. She questioned what the regulations had to say regarding this. This matter will be followed up on.

Board of Health meeting adjourned at 8:10 p.m.

Next Meeting: Monday, March 24, 2014

Prepared by Anne Carruthers

**MINUTES**  
**FINANCE, WAYS AND MEANS COMMITTEE**  
**February 27, 2014**

Present:

Committee: J. Reinhardt, R. Bargabos, J. Pinard, J. Salka

County Staff: L. Costello, D. Degear, C. Edick, S. Makarchuk, M. Scimone, S. Trexler

Absent: D. Ball

A quorum being present, J. Reinhardt called the meeting to order at 9:03 a.m.

I. Approval of Minutes

Motion by R. Bargabos to approve the minutes of the January 29, 2014 meeting; second by J.Salka. Motion unanimously approved.

II. County Treasurer

C. Edick reviewed selected 2014 revenue and expense items as follows: sales tax revenue, off-track betting revenue, medical claims expense, and prescription claims expense. Edick also provided a summary of the 2014 Contingent Fund.

III. Resolutions

1. Authorizing Stipends for the Second Assistant District Attorney and the Confidential Secretary to the District Attorney for the STOP DWI Program for 2014 and Modifying the 2014 Adopted Budget – Motion by R. Bargabos to approve the resolution; second by J. Pinard. Motion unanimously approved.
2. Authorizing the Chairman to Enter into an Agreement with the New York State Office of Homeland Security for a State Homeland Security Grant and Modifying the 2014 County Budget – Motion by R. Bargabos to approve the resolution; second by J. Salka. Motion unanimously approved.
3. Authorizing Modification of the 2014 Adopted County Budget – Motion by J. Salka to approve the resolution; second by J. Pinard. Motion unanimously approved.
4. Authorizing the Chairman to Enter into Agreements with Agencies to Provide Youth Services and to Modify the 2014 Adopted County Budget – Motion by J. Salka to approve the resolution; second by R. Bargabos. Motion unanimously approved.
5. Approval of Demand for Refund of Real Property Taxes in Accordance with Section 726 (2) of the Real Property Tax Law – Motion by J. Salka to approve the resolution; second by R. Bargabos. Motion unanimously approved.
6. Approval of Demand for Refund of Real Property Taxes in Accordance with Section 726 (2) of the Real Property Tax Law – Motion by J. Salka to approve the resolution; second by J. Pinard. Motion unanimously approved.

7. Authorizing the Modification of the 2014 Adopted County Budget – Motion by J. Salka to approve the resolution; second by J. Pinard. Motion unanimously approved.

IV. Other Business

C. Edick said the auditors from the New York State Comptroller's Office have completed their fieldwork. She said the auditors told her they anticipated issuing a positive audit of financial controls in the Probation Department.

There was a discussion regarding the reasons the Mental Health Department has reported a deficit as of year-end 2013.

There was discussion regarding the future of the Purchasing Department.

C. Edick said the conversion to the Tyler Technologies ERP System is progressing.

V. Adjournment

1. The next meeting is scheduled for Thursday, March 27, at 9:00 a.m.
2. Motion by J. Pinard to adjourn the meeting; second by J. Salka. Motion unanimously approved. Meeting adjourned at 10:20 a.m.

Respectfully submitted,



Cindy J. Edick  
Madison County Treasurer

# MADISON COUNTY DEPARTMENT OF PERSONNEL/CIVIL SERVICE

COUNTY OFFICE BUILDING

P.O. BOX 636

WAMPSVILLE, NY 13163

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Eileen M. Zehr

Personnel Officer

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Ryan D. Aylward

Director of Labor Relations

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## GOVERNMENT OPERATIONS COMMITTEE

February 27, 2014

### Minutes

Present: D. Degear, C. Moses, J. Reinhardt and E. Shwartz

Also Present: R. Aylward, R. Bargabos, J. Becker, R. Bradstreet, J. Campanie, S. Prievo, M. Scimone and E. Zehr

Absent: R. Bono

D. Degear called the meeting to order at 10:33 a.m.

**I. MINUTES** – Minutes from January 29, 2014 and February 11, 2014 - Motion by C. Moses to approve the minutes from the above dated committee meetings. Second by J. Becker. The motion was unanimously approved.

### **II. RESOLUTIONS**

A. Authorizing Attendance at an Out of State Conference - PH - Motion by C. Moses to approve the resolution. Second by J. Reinhardt. The motion was unanimously approved.

B. Authorizing Attendance at an Out of State Conference - PH - Motion by J. Reinhardt to approve the resolution. Second by E. Shwartz. The motion was unanimously approved.

C. Authorizing Attendance at an Out of State Conference - BOS - Motion by J. Reinhardt to approve the resolution. Second by C. Moses. D. Degear abstained. The motion passed.

D. Authorizing the Chairman to Accept Settlement - Motion by E. Shwartz to approve the resolution. Second by C. Moses. The motion was unanimously approved.

E. Authorizing Stipends for the Second Assistant District Attorney and the Confidential Secretary to the District Attorney for the STOP DWI Program and Modifying the 2014 Adopted Budget - Motion by J. Reinhardt to approve the resolution. Second by C. Moses. The motion was unanimously approved.

F. Designating Disposal of Obsolete and/or Surplus County Personal Property - Motion by C. Moses to approve the resolution. Second by E. Shwartz. The motion was unanimously approved.

- G. Abolishing a Confidential Secretary to Clerk to the Board Position and Creating a Purchasing Agent Position - Motion by J. Reinhardt to approve the resolution. Second by E. Shwartz. The motion was unanimously approved.

### **III. OTHER**

- A. Vacancy Report – The Vacancy report for all of 2013 was distributed to members of the committee.
- B. Excessive Absenteeism Webinar – E. Zehr and R. Aylward discussed a recent webinar hosted by Personnel regarding combatting absenteeism. Approximately 20 supervising employees attended the webinar.
- C. Deferred Compensation and Health Insurance Updates – E. Zehr informed the committee that Mass Mutual will likely be here to present their annual plan review in May. R. Aylward added that the Health Insurance Task Force met on February 21<sup>st</sup> to discuss options for decreasing costs. All present seem to be in agreement that something needs to be done to move the County in that direction. The committee recommended exploring increased buyout options for employees and looking at other health insurance plans. R. Aylward asked the committee if they were agreeable to having the Health Insurance Task Force attend the meeting at which BCG, RMSCO and ProAct present annual plan reviews. The committee welcomed the idea.
- D. Director of Real Property Tax Service – M. Scimone discussed exploring the option of filling the upcoming vacancy for Director of Real Property by sharing services with Chenango County. The committee agreed to looking into that option, however if Chenango is unwilling, the County will need to recruit immediately for the position and must decide whether the position should be full-time or part-time. M. Scimone will put together a search committee for this recruitment. R. Bargabos stated it might be worth revisiting the study for countywide assessment that P. Tayntor conducted about 6 years ago. The Committee agreed that this should be looked into.
- E. J. Becker requested that the County draft a resolution expressing disapproval of the Governor’s recent proposal regarding the tax cap and requesting that the legislature vote against it. Motion by J. Becker to approve the resolution. Second by C. Moses. The resolution was unanimously approved. M. Scimone will put together the resolution for the full Board’s approval.

### **IV. MOTION TO ENTER EXECUTIVE SESSION - Motion by C. Moses to enter executive session. Second by J. Reinhardt. The motion was unanimously approved.**

- A. Personnel Matters
- B. Grievance Matters
- C. Negotiations

Motion to exit executive session by C. Moses. Second by J. Reinhardt.

### **V. NEXT MEETING: Tuesday, March 11, 2014 immediately following the Board of Supervisors Meeting.**

Motion by C. Moses to adjourn. Second by J. Reinhardt.

# MADISON COUNTY DEPARTMENT OF PERSONNEL/CIVIL SERVICE

COUNTY OFFICE BUILDING  
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WAMPSVILLE, NY 13163  
(315) 366-2341 (Phone)  
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## **JOINT GOVERNMENT OPERATIONS /FINANCE WAYS AND MEANS COMMITTEE**

**March 11, 2014**

### Minutes

Present: R. Bono, D. Degear, J. Reinhardt and E. Shwartz

Also Present: R. Aylward, D. Ball, R. Bargabos, C. Brophy, C. Edick, J. Pinard, S. Prievo, J. Salka, M. Scimone and E. Zehr

Absent: C. Moses

D. Degear called the meeting to order at 2:50 p.m.

#### **I. OTHER – Director of Real Property**

D. Degear informed the committee's that Chenango County is not interested in the shared services concept with their Director of Real Property. This leaves the committees to decide how they would like to approach hiring for this position. The committees need to decide whether or not they want to consolidate the department with the Treasurer's office and/or fill the Director of Real Property with a full or part time position.

E. Zehr added that recruitment for the position has begun. The job specs have been updated and the vacancy has been advertised in the Oneida Daily Dispatch and the Post Standard along with their respective electronic sites. The vacancy has also been placed on multiple listservs, the Director of Real Property Association's website and on NYSAC. The deadline for prospective candidates to apply is March 28<sup>th</sup>.

E. Zehr also added that M. Scimone is forming a search committee for the Director of Real Property position to include – John Reinhardt, Dan Degear, Cindy Edick, Denise Roe, Scott Ingmire, Mark Scimone and Eileen Zehr.

D. Ball added he would like to see Carol Brophy also have some input going forward in refilling the position due to her knowledge and experience of the job. D. Ball also recommended that the position be filled on a full time basis and to include more cross training in the department.

Finance Ways and Means committee needs to determine if the Real Property Department will remain a stand-alone department or be merged with Treasurers at the March meeting.

#### **II. NEXT MEETING: Thursday, March 27, 2014 @ 10:30 a.m.**

Motion by E. Shwartz to adjourn. Second by J. Reinhardt.

**MINUTES  
FINANCE, WAYS AND MEANS COMMITTEE  
JOINT WITH GOVERNMENT OPERATIONS COMMITTEE  
March 11, 2014**

Present:

Committee:

J. Reinhardt, D. Ball, R. Bargabos, J. Pinard, J. Salka

County Staff:

R. Aylward, R. Bono, C. Brophy, D. Degear, C. Edick, S. Prievo, M. Scimone,  
E. Shwartz, E. Zehr

A quorum being present, D. Degear and J. Reinhardt called the joint meeting to order at 2:50 p.m.

I. Other Business

D. Degear informed the committees that Chenango County is not interested in the shared services concept with their Director of Real Property. This leaves the committees to decide how they would like to approach hiring for this position. The committees need to decide whether or not they want to consolidate the department with the Treasurer's office and/or fill the Director of Real Property with a full or part time position.

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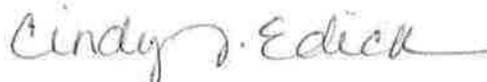
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Finance Ways and Means committee needs to determine if the Real Property Department will remain a stand-alone department or be merged with Treasurers at the March meeting.

II. Adjournment

1. The next meeting is scheduled for Thursday, March 27, at 9:00 a.m.
2. Motion by E. Shwartz to adjourn the joint meeting; second by J. Reinhardt. Motion unanimously approved. Meeting adjourned at 3:15 p.m.

Respectfully submitted,



Cindy J. Edick  
Madison County Treasurer

**County Building and Grounds**  
Committee Meeting Minutes  
March 11, 2014  
*Emergency Meeting*

**Committee Members Present**

Ronald Bono, Chairman  
Roger Bradstreet, Vice Chairman  
Supervisors Alexander Stepanski, Scott Henderson and William Zupan

**Others Present**

John Becker, Chairman of the Board of Supervisors  
S. John Campanie, County Attorney  
Kevin Loveless, Maintenance Supervisor  
Christine Coe, Executive Assistant to the County Administrator

Chairman John M. Becker called the meeting to order at 2:50 p.m. and asked for a motion to go into executive session for the purpose of discussions potentially leading to acquisition of real property where public discussion of same would significantly affect the purchase price.

Supervisor Roger D. Bradstreet made a motion for the Committee to enter executive session. Supervisor Ronald Bono seconded the motion, which carried unanimously.

Bono made a motion to close the executive session, seconded by Supervisor William Zupan, and the motion was carried unanimously.

There being no further business, Becker asked for a motion to adjourn the Committee meeting. Bono made that motion; it was seconded by Zupan and carried unanimously.

Respectfully Submitted by Christine Coe for Ronald Bono, Chairman, Highway, Building, and Grounds Committee.

*me*