

SUPERVISORS NOTEBOOK

A Digest of Legislative Activities

For the Month of

April 2016

The following minutes were not available at the time this packet was published:

Planning, Economic Development, Environmental and Intergovernmental Affairs – 3/24/16

Highway, Buildings, and Grounds – 9/8/15, 9/30/15, 10/28/15, 3/29/16

Government Operations – 3/31/16

Finance, Ways and Means – 3/31/16

Administration and Oversight – 3/29/16

Criminal Justice, Public Safety and Emergency Communications – 3/29/16

Solid Waste and Recycling – 3/1/16

Health and Human Services – 3/28/16

Public Utility Service – 3/24/16

Administration and Oversight/ Highway Buildings & Grounds

Special Joint Committee Meeting

Minutes February 9, 2015

ADMINISTRATION AND OVERSIGHT:

Chairman Scott Henderson
Vice Chairman William Zupan
Supervisor Ronald Bono
Supervisor Paul Walrod

HIGHWAY, BUILDINGS, AND GROUNDS:

Chairman Ronald Bono
Supervisor Scott Henderson
Supervisor Roger Bradstreet
Supervisor William Zupan

OTHERS: County Administrator Mark Scimone

A special joint meeting of the Administration and Oversight Committee and the Highway, Buildings, and Grounds Committee was called to order at 1:00 p.m. in the Supervisors Large Conference Room.

Resolutions:

The Committees unanimously approved a resolution designating disposal of obsolete and/or surplus County personal property on a motion of Supervisor William Zupan and second of Chairman Ronald Bono.

Motion to Adjourn: The Committees adjourned at 1:04 p.m. on the motion of Chairman Ronald Bono and second of Supervisor William Zupan.

Next Meeting: Wednesday, February 17, 2016 at 3:30 p.m.

Respectfully submitted by Christine Coe for Chairman Scott Henderson.

Highway, Buildings and Grounds Committee

Minutes, October 13, 2015, Regular Meeting

PRESENT: Buildings and Grounds Chairman Ronald Bono, Vice Chairman Roger D. Bradstreet and Supervisors Alexander Stepanski, Scott Henderson and William Zupan

ALSO: Board of Supervisors Vice Chairman Daniel S. Degear, County Administrator Mark Scimone, Building Maintenance Supervisor Kevin F. Loveless, Highway Superintendent Joseph Wisinski, Deputy Highway Superintendent Brad Newman and Roger Seibert of the Oneida Daily Dispatch

Chairman Ronald Bono called the meeting to order at 9:59 a.m. in the Supervisors Large Conference Room.

DSS Carpet: Building Maintenance Supervisor Kevin F. Loveless led discussion about flooring options in the Career Center at DSS and change orders for carpet. It was the consensus of the Committee to send change orders to Board of Supervisors Chairman John M. Becker for approval.

North Court Street Bridge: Highway Superintendent Joseph Wisinski reported that the North Court Street Bridge project was a little behind; he said abutments had been started at the south end.

Executive Session: The Committee unanimously voted to enter executive session at 10:08 a.m. for the purpose of discussing potential litigation in the North Court Street Bridge project on the motion of Supervisor Scott Henderson and second of Supervisor William Zupan.

The committee unanimously voted to exit executive session at 10:32 a.m. on the motion of Vice Chairman Roger D. Bradstreet and second of Zupan.

Loader: There was discussion of the possible purchase of a loader. Taking into consideration operating costs and trade-in value, Wisinski said the CAT was a better deal.

The meeting was adjourned at 10:38 a.m. on the motion of Henderson and second of Zupan.

Next Meeting Date: December – to be determined.

Respectfully submitted March 25, 2016, by Martha E. Conway for Chairman Ronald Bono.

Highway, Buildings and Grounds Committee

Minutes, November 9, 2015, Regular Meeting

PRESENT: Buildings and Grounds Chairman Ronald Bono, Vice Chairman Roger D. Bradstreet and Supervisors Alexander Stepanski, Scott Henderson and William Zupan

ALSO: Building Maintenance Supervisor Kevin F. Loveless

Chairman Ronald Bono called the meeting to order at 12:30 p.m.

Salt Springs Paving: There was discussion of changes orders needing to be executed to complete ADA requirements for two sections of sidewalk where language was omitted from the bid specs; the total was \$19,200.

The Committee unanimously approved a resolution authorizing the chairman to amend an agreement with Salt Springs Paving on the motion of Vice Chairman Roger D. Bradstreet and second of Supervisor William Zupan.

Other Business: There was discussion of relocating or expanding purchasing and the potential loss of conference room space in doing so.

There was discussion of alarms being activated in the Public Health Building during workout sessions – possibly because of the dust raised during PiYo/Intensity classes. Bradstreet suggested relocating the sensors; Committee Chairman Ron Bono directed Building Maintenance Supervisor Kevin F. Loveless to find a solution to the problem.

Adjournment: The meeting was adjourned at 12:50 p.m. on the motion of Zupan and second of Supervisor Scott Henderson.

Next Meeting Date: November – to be determined.

Respectfully submitted March 23, 2016, by Martha E. Conway for Chairman Ronald Bono.

Highway, Buildings and Grounds Committee

Minutes, November 17, 2015, Regular Meeting

PRESENT: Buildings and Grounds Chairman Ronald Bono, Vice Chairman Roger D. Bradstreet and Supervisors Alexander Stepanski, Scott Henderson and William Zupan

ALSO: Board of Supervisors Chairman John M. Becker (10:53 a.m.), County Administrator Mark Scimone (10:53 a.m.), Building Maintenance Supervisor Kevin F. Loveless, Highway Superintendent Joseph Wisinski, Operations Manager Rich Durant and County Attorney S. John Campanie

Chairman Ronald Bono called the meeting to order at 10:36 a.m. in the Supervisors Large Conference Room.

North Court Street Bridge: Highway Superintendent Joseph Wisinski reported that all beams were in place and encased in concrete, ready to receive the precast concrete deck panels for the North Court Street Bridge project. He said his department was trying to predict and eliminate any possible delays.

Highway Resolutions: The Committee unanimously approved a budget modification for the North Court Street Bridge Amendment No. 1 Agreement with CSX on the motion of Vice Chairman Roger D. Bradstreet and second of Supervisor William Zupan.

The Committee unanimously approved a budget modification for North Court Street Bridge expenses on the motion of Supervisor Alexander Stepanski and second of Bradstreet.

The Committee unanimously approved a budget modification for the Eaton Road Bridge project on the motion of Zupan and second of Bradstreet.

Tuscarora Road: Wisinski said crews were laying down the binder today.

Nichols Pond Park: Crews are working on ADA accessibility paving projects there.

Squad Room: Highway staff performed more work in the building, and it now has heat.

10:53 a.m. – Board of Supervisors Chairman John M. Becker and County Administrator Mark Scimone joined the meeting

Parking Lot Paving: There was discussion of the amount of retainage to withhold from Salt Springs Paving due to weeds growing in the topsoil that was used in the restoration phase of the sidewalk work. Building Maintenance Supervisor Kevin

F. Loveless said the County's lawn contractor estimated \$300 to \$500 to address the problem.

Board of Supervisors Chairman John M. Becker said he felt it was an overall poor final product. County Attorney S. John Campanie said without documentation of timely notice, the County had no basis to hold back the originally discussed amount of \$25,000.

Loveless said he agrees with Becker that there are areas that look bad, but others look great.

The Committee reached consensus to reduce the amount of retainage withheld from \$25,000 to \$1,000 and to pay the balance of Salt Springs Paving's invoice(s) on the motion of Becker and second of Zupan.

ADA/Court House: County Administrator Mark Scimone reported receiving the ADA proposal last night; it will cost \$9,000 for LaBella to act as architect for work needed around the complex. Architectural inspection is required for ADA compliance report certification. He said the Court House evaluation should be completed by year's end, and preliminary numbers are coming in around \$12 million for ADA renovations there.

Office Building Renovation: Loveless reported that the County Office Building project is going very well. He said the exterior is enclosed, the concrete floor is poured, the walls are studded and flash patching is done to receive the carpet tiles. He said the crews on this project are great to work with.

Squad Room: Loveless said the ongoing project is getting more attention as work at the Department of Social Services Building winds down. Fire alarms are coming up next; sheet rock is up and they are waiting for wiring/cabbling to wall up the exterior offices. The air conditioning units are being plumbed in, and highway has poured the concrete pad. They are working to eliminate the utility pole out front. Because of the high preliminary estimates, it looks like the interior doors will have to go out to bid.

Career Center: Maintenance is fleshing out a punch list on the Career Center project, and it is nearly done.

Scimone said the project only started moving along because Loveless and the Work Crew Leader Lyle Malbouf took over the coordination of work between the general contractor and subcontractors because of problems with the general contractor, who had been charged with that task and refused to follow through with same.

Loveless said moving the Career Center from Oneida would begin Friday and run up to Thanksgiving. The state is moving its staff.

SmartWatt: The energy audit is ongoing. They are looking at heat pumps, water

use and lighting. They have also been looking at the 48 skylights in the Office Building and say there should be railings around them; however, there is only six or eight inches of space between skylights. Water ponds there and it is hard to seal the rubber roof around them.

DSS Parking Lot: Loveless reported that the Highway Department performed the work paving the DSS parking lot in anticipation of the additional staff who would be working out of the location; he said they did a great job. The lighting bases and poles are installed to receive the new light heads; he is working with SmartWatt to move them to LED now, so they will match what will be installed during the energy upgrades.

Maintenance Resolutions: The Committee unanimously approved a resolution authorizing the chairman to amend an agreement with M.J. Dakota (DSS renovations) on the motion of Bradstreet and second of Stepanski.

The Committee unanimously approved a resolution authorizing the chairman to enter into an agreement with Upstate Temperature Control on the motion of Bradstreet and second of Zupan.

The Committee unanimously approved a resolution authorizing the chairman to enter into an agreement with Pitney Bowes for a mailing equipment lease on the motion of Henderson and second of Bradstreet.

The Committee unanimously approved a resolution authorizing the chairman to enter into an agreement with Chem-Aqua for water quality testing and mandatory Legionella testing and inspection on the motion of Bradstreet and second of Henderson.

The Committee unanimously approved all resolutions to be included in the preferred agenda and all budget modifications to be included in the bundled resolution on the motion of Zupan and second of Henderson.

The meeting was adjourned at 11:35 a.m. on the motion of Henderson and second of Zupan.

Next Meeting Date: December – to be determined.

Respectfully submitted March 23, 2016, by Martha E. Conway for Chairman Ronald Bono.

Highway, Buildings and Grounds Committee

Minutes, December 8, 2015, Regular Meeting

PRESENT: Buildings and Grounds Chairman Ronald Bono, Vice Chairman Roger D. Bradstreet (10:03 a.m.) and Supervisors Alexander Stepanski, Scott Henderson (10:04 a.m.) and William Zupan

ALSO: County Administrator Mark Scimone (10:02 a.m.), Senior Building Maintenance Worker Craig L. North, Highway Superintendent Joseph Wisinski, Deputy Highway Superintendent Brad Newman and Operations Manager Rich Durant

Chairman Ronald Bono called the meeting to order at 10:01 a.m. in the Supervisors Chambers.

North Court Street Bridge: Highway Superintendent Joseph Wisinski distributed photos of the North Court Street Bridge project and reported that it was essentially complete.

10:02 a.m. – County Administrator Mark Scimone joined the meeting

10:03 a.m. – Vice Chairman Roger D. Bradstreet joined the meeting

10:04 a.m. – Supervisor Scott Henderson joined the meeting

County Administrator Mark Scimone praised the Highway Department for their work helping bring the project toward completion.

Highway Resolutions: The Committee unanimously approved a resolution authorizing the chairman to enter into a snowmobile user agreement for use of the Hardwood Island Bridge on the motion of Supervisor Scott Henderson and second of Vice Chairman Roger D. Bradstreet.

The Committee unanimously approved a resolution requesting additional CHIPS funding in the 2016-17 state budget on the motion of Henderson and second of Bradstreet.

North Court Street Bridge: It was the consensus of the Committee on the motion of Supervisor Alexander Stepanski and second of Supervisor William Zupan to send a response to CSX regarding pier footings at the North Court Street Bridge construction site with input from the County Attorney's Office. Committee Chairman Ronald Bono was the sole dissenting vote.

Highway Highlights: Wisinski reported that Tuscarora Road in the village of Chittenango/town of Sullivan was reopened, and a ribbon-cutting for the reopening

of the North Court Street Bridge was planned. He said culvert work had been completed in several areas and crews were working on ditching, trees and brush work. Upper Lenox Avenue in Oneida was completed.

Court House: County Administrator Mark Scimone reported he was hoping to have a response from LaBella by the end of the year, but it was pushed back until early January. He said there had been a lot of back-and-forth discussions with Amanda Garner and the Office of Court Administration.

Treasurer's Office/Real Property: There was brief discussion of proposed changes to these areas.

County Clerk Drop Boxes: Scimone reported there had been discussion at Finance, Ways and Means about installing drop boxes for after-hours business for the County Clerk's Office. The objective was to keep people motivated to come here, particularly for Department of Motor Vehicles business.

There was discussion of potential vandalism and criminal mischief. It was suggested perhaps a "drive-up" box could work and that external cameras already in place would be able to monitor the boxes.

It was the consensus of the Committee that Building Maintenance Supervisor Kevin F. Loveless research the matter and see if there is a locale on campus that could work.

County Buildings Resolutions: The Committee unanimously approved a resolution authorizing the chairman to amend an agreement with LaBella Associates (ADA) on the motion of Supervisor William Zupan and second of Supervisor Scott Henderson.

The Committee unanimously approved a resolution authorizing the chairman to amend an agreement with LaBella Associates (Real Property) on the motion of Bradstreet and second of Henderson.

The Committee unanimously approved a budget modification to support the resolution for LaBella's services on the Real Property re-design on the motion of Stepanski and second of Henderson.

Preferred agenda: The Committee unanimously approved the inclusion of all resolutions in the preferred agenda and budget modifications in the bundle on the motion of Bradstreet and second of Stepanski.

Motion to Adjourn: The meeting was adjourned at 10:50 a.m. on the motion of Bradstreet and second of Zupan.

Next Meeting Date: January – to be determined.

Respectfully submitted March 17, 2016, by Martha E. Conway for Chairman Ronald Bono.

Highway, Buildings and Grounds Committee

Minutes, December 22, 2015, Regular Meeting

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

ALSO: County Administrator Mark Scimone, Building Maintenance Supervisor Kevin F. Loveless, Highway Superintendent Joseph Wisinski, Deputy Highway Superintendent Brad Newman, Operations Manager Rich Durant, Solid Waste Department Director Jim Zecca

ABSENT: Supervisor Alexander Stepanski

Chairman Ronald Bono called the meeting to order at 11 a.m. in the Supervisors Chambers.

Surplus Boiler: The Committee unanimously consented to the transfer of the Maintenance Department's surplus boiler to the Department of Solid Waste and Recycling.

DSS Swipe Card System: There was discussion of the swipe card entry between DSS and the Career Center.

Resolutions: The Committee unanimously approved a resolution in support of an intermunicipal agreement with the Town of Cazenovia (Madison County Sewer District) on the motion of Supervisor William Zupan and second of Vice Chairman Roger D. Bradstreet.

Updates: Loveless said the County Office Building renovations are going well; an April finish date is anticipated.

The squad room project is progressing, with the utility pole having been removed and underground service installed. The air conditioning, generator and one boiler are up and running.

SmartWatt was proposing to include the skylights in the energy efficiency project.

DSS Parking Lot Lights: The poles need to be compared against the proposed light heads for compatibility. To be consistent with the light heads that will be installed as part of the SmartWatt project, Maintenance is working with their reps to determine what will replace the existing so all fixtures match.

Resolutions: The Committee unanimously approved a budget modification for the purchase of a hydraulic sander body on the motion of Zupan and second of Bradstreet.

The Committee unanimously approved a budget modification for additional engineering needed in connection with the Eaton Road Bridge project on the motion of Supervisor Scott Henderson and second of Zupan.

The Committee unanimously approved a resolution authorizing the chairman to enter into an agreement for additional engineering services in connection with the Eaton Road Bridge project on the motion of Henderson and second of Bradstreet.

The Committee approved a resolution reappointing the highway superintendent on the motion of Bradstreet and second of Henderson; Zupan was the sole dissenting vote after expressing great displeasure with the general operation of the department.

Highway highlights: Highway Superintendent Joseph Wisinski talked briefly about the completion of the North Court Street Bridge project; work on the Clockville embankment, eliminating some guide rail there; one-person plowing training – explaining that he will be three people short afternoons in Wampsville to accommodate the training schedule and shifting staff around to have them participate in hazard training – he said he will have to shift people around for a week to 10 days.

Preferred agenda: The Committee unanimously approved the inclusion of all resolutions in the preferred agenda and budget modifications in the bundle on the motion of Henderson and second of Zupan.

Motion to Adjourn: The meeting was adjourned at 11:50 a.m. on the motion of Zupan and second of Henderson.

Next Meeting Date: Jan. 20, 2016; Supervisors Large Conference Room.

Respectfully submitted March 17, 2016, by Martha E. Conway for Chairman Ronald Bono.

Highway, Buildings and Grounds Committee

Minutes, January 20, 2016, Regular Meeting

PRESENT: Buildings and Grounds Chairman Ronald Bono, Vice Chairman Alexander Stepanski, Supervisor Roger D. Bradstreet

ALSO: Board of Supervisors Chairman John M. Becker, County Administrator Mark Scimone, Building Maintenance Supervisor Kevin F. Loveless, Highway Superintendent Joseph Wisinski, Deputy Highway Superintendent Brad Newman, Operations Manager Rich Durant

ABSENT: Supervisors Scott Henderson and William Zupan

Chairman Ronald Bono called the meeting to order at 2 p.m. in the Supervisors Large Conference Room.

Resolutions/Budget Mods: The Committee unanimously approved a resolution authorizing the chairman to enter into an agreement for use of the Swallows Bridge Road Bridge by the Madison County Snowmobile Association on the motion of Supervisor Roger D. Bradstreet and second of Supervisor Alexander Stepanski.

The Committee reviewed Bid Ref #15.38 and unanimously approved a resolution authorizing the chairman to enter into an agreement with D.H. Smith Company, Inc., for replacement of the South Court/Creek Road Bridge over Cowaselon Creek, Lincoln, on the motion of Bradstreet and second of Stepanski.

Highway Superintendent Joseph Wisinski reported that the South Court Street Bridge project was a little unique in that the soil conditions are not great and additional engineering to widen the structure and try a different structure design to make the project more attractive to potential bidders. He said he had a proposal from Delta Engineers for \$12,900 to redesign and rebid the project. The Committee unanimously approved a resolution authorizing the chairman to enter into a contract with Delta Engineering on the motion of Bradstreet and second of Stepanski.

The Committee unanimously approved a budget modification in connection with the Creek Road project on the motion of Stepanski and second of Bradstreet.

The Committee reviewed Bid Ref #15.39 and unanimously approved a resolution authorizing the chairman to enter into an agreement with D.H. Smith Company, Inc., for replacement of the Eaton Road Bridge over Electric Light Creek, Eaton, on the motion of Stepanski and second of Bradstreet.

Board Chairman John M. Becker led discussion on Committee members being present when bids are open. Ideas offered were to have Purchasing forward the final bid documents to the Committee upon completion, to have Wisinski and Buildings and Grounds Supervisor Kevin F. Loveless coordinate with Purchasing to have bids opened at committee meetings. It was the consensus of the Committee that they want to receive bid information when bids in the amount of \$100,000 or greater are opened. County Administrator Mark Scimone will coordinate the request with Purchasing.

Environmental Review: Wisinski said the Highway Department had recently undergone environmental review. Scimone said Jim Blasting with ONEGROUP is an environmental geologist

who recently audited the Department of Solid Waste and Recycling and Highway Department and found some concerns there; he said he wanted to do the same with County Buildings and see what other problem areas may exist then discuss insuring the County against potential claims going forward. He said counties are not protected under their general liability insurances.

Becker directed Scimone to check with other counties to find out what they are doing about the issue.

The Committee unanimously approved simultaneously a resolution authorizing the chairman to move forward with the ONEGROUP spill prevention control countermeasure (SPCC) study and a budget modification to pay for same on the motion of Bradstreet and second of Stepanski.

The Committee unanimously approved the low quote for a loader on the motion of Stepanski and second of Bradstreet. Operations Manager Rich Durant said the new equipment should result in approximately \$5,000 annual fuel savings and the move will give the department a new machine every two years.

Durant also proposed transitioning truck boxes back to year-round bodies so they are usable further into the season, will reduce changeovers and trucks won't sit idle out of season. On the Oneida County bid, he said the County would get a free warranty. He said the department is looking at Henderson bodies because they have better spreader control. Changeovers take three to four hours with the year-round bodies, whereas the tubs sometimes take weeks.

The department also wants to sell the remaining 2009s and replace them.

Highway Facility: Becker said he would like to propose a location at the landfill to build a new facility for the Highway Department. He said the location would be home to the entire fleet and mechanics, and other operations would be centrally located in the county. The Morrisville shop would be closed. It was the consensus of the Committee that Wisinski and his staff weight the pros and cons of the proposed move.

Buildings and Grounds Updates: Loveless said there are still a couple of items on the punch list for the Career Center and all the problems with the general contractor have been documented.

The County Office Building is at a temporary standstill awaiting materials; work will continue in late March or early April with the anticipated finish date still being April.

Lyle Malbouf is still working with inmates and have one who is an experienced sheetrock and finish worker, so that part of the job won't have to be farmed out after all.

SmartWatt reports they feel they can save the County money over twelve to fifteen years; Scimone said the project would all be paid for out of the savings.

The Committee unanimously approved a resolution (to be drafted) authorizing the chairman to enter into an agreement with SmartWatt and/or its partner organizations on the motion of Bradstreet and second of Stepanski.

There was discussion of the proposed Court House project, which incorporates two elevators, significant changes to the interior and a single-point entry system shared between the Court House and County Office Building. All people and contents of the building would be moved out while the work was completed.

It is expected that the project will be overseen by a full-time, on-site clerk of the works. That person could conceivably occupy the space recently vacated by the Youth Bureau. Scimone said LaBella Associates would have more information on the Court House project and ADA audit progress, and an RFQ is in the process of being developed to find a qualified candidate to clerk the job. Becker said he wanted the RFQs back by April 1.

It was the consensus of the committee to move forward with putting the clerk of the works contract out for RFQ on the motion of Becker and second of Stepanski.

Chem-Aqua: The Committee unanimously approved a resolution authorizing the chairman to enter into a contract with Chem-Aqua for water treatment services and Legionella testing and inspection of the County's cooling towers on the motion of Bradstreet and second of Stepanski.

SPCC: Loveless reported that Blasting noted the County needs to do five-year inspections on its fuel oil tank.

PSB Fence: Loveless said that corrections staff have to do year-round perimeter fence patrols; he suggested they get a snow blower to clear a path during winter months, as Maintenance equipment is too large for the job.

4:08 p.m. – County Attorney S. John Campanie joined the meeting

Sewer District: County Attorney S. John Campanie updated the Committee on the projected transfer of the Madison County Sewer District to the Town of Cazenovia.

Preferred Agenda: The Committee unanimously voted that all items not to be a part of the bundled budget modifications be included in the preferred agenda on the motion of Bradstreet and second of Stepanski.

Executive Session: The Committee unanimously voted to enter executive session at 4:25 p.m. for the purpose of discussion of the work performance of a particular employee on the motion of Stepanski and second of Committee Chairman Ron Bono.

4:25 p.m. – This writer left the meeting.

Motion to Adjourn: The meeting was adjourned upon exit from executive session.

Next Meeting Date: February 17, 2016.

Respectfully submitted March 18, 2016, by Martha E. Conway for Chairman Ronald Bono.

**HEALTH AND HUMAN SERVICES/
FINANCE, WAYS AND MEANS COMMITTEES**

JOINT SPECIAL MEETING

Tuesday, February 9, 2016

Supervisors Large Conference Room

Health and Human Services Members Present

Alexander Stepanski, Chairman
James Goldstein, Vice Chairman
Lewis Carinci, Supervisor
Joseph John Pinard, Supervisor
Eve Ann Shwartz, Supervisor

Finance, Ways and Means Members Present

John Reinhardt, Chairman
Joseph John Pinard, Vice Chairman
Richard Bargabos, Supervisor
Clifford Moses, Supervisor
John Salka, Supervisor

Call Meeting to Order

Chairman Alexander Stepanski called the meeting to order at 1:00 p.m. indicating that there was a quorum for the Health and Human Services Committee.

Resolutions

The following Public Health resolution was presented to the Committee:

**Authorizing Chairman to accept grant and modifying the 2016 adopted County budget
(Central New York Community Foundation)**

A motion was made by Pinard to approve the resolution, seconded by Carinci and carried unanimously.

Motion to Adjourn

There being no further business to discuss, a motion to adjourn the meeting was made by Pinard at 1:01 p.m., seconded by Carinci and carried.

Next meeting: Monday, February 22, 2016 at 10:30 p.m. in the Supervisors Large Conference Room.

*Respectfully submitted by Christine J. Coe for Chairman Alexander R. Stepanski and approved on
March 28, 2016.*

Criminal Justice, Public Safety and Emergency Communications Committee

Special Meeting Minutes

February 9, 2016

PRESENT: Chairman Roger Bradstreet
Vice Chairman Daniel Degear
Supervisor Richard Bargabos
Supervisor Darrin Ball
Supervisor Joseph Magliocca

ALSO: County Administrator Mark Scimone

The meeting was called to order by Committee Chairman Roger Bradstreet at 1:02 p.m. in the Supervisors large conference room.

Sheriff's Office Resolution:

Authorizing the Chairman to enter into an agreement with Jack Venesky, CPA and modifying the 2016 County budget.

The Committee unanimously approved the resolution on the motion of Degear and second of Bradstreet.

Adjournment:

The Committee adjourned at 1:04 p.m. on the motion of Degear and second of Ball.

Next Meeting Date:

Thursday, February 18, 2016 at 8:45 a.m.

Respectfully submitted by Christine J. Coe on behalf of Chairman Roger D. Bradstreet and approved on March 29, 2016.

Highway, Buildings and Grounds Committee

Minutes, February 9, 2016, Regular Meeting

PRESENT: Buildings and Grounds Chairman Ronald Bono, Vice Chairman Alexander Stepanski, Supervisors Scott Henderson, Roger D. Bradstreet (2:07 p.m.) and William Zupan

ALSO: Board of Supervisors Chairman John M. Becker, Board Vice Chairman Daniel S. Degear, County Administrator Mark Scimone, Building Maintenance Supervisor Kevin F. Loveless, Highway Superintendent Joseph Wisinski and Supervisors Darrin Ball, Lewis Carinci, Richard O. Bargabos and Joe Magliocca

Chairman Ronald Bono called the meeting to order at 12:45 p.m. in the Supervisors Large Conference Room.

Resolutions: The Committee unanimously approved a resolution to declare Highway Department equipment as surplus on the motion of Supervisor Scott Henderson and second of Vice Chairman Alexander Stepanski.

The Committee unanimously approved a resolution authorizing the chairman to enter into an agreement for energy improvements on the motion of Stepanski and second of Supervisor William Zupan.

Motion to Adjourn: The meeting was adjourned at 12:53 p.m. on the motion of Zupan and second of Stepanski.

Next Meeting Date: Feb. 17, 2016, Supervisors Large Conference Room.

Respectfully submitted March 14, 2016, by Martha E. Conway for Chairman Ronald Bono.

Highway, Buildings and Grounds Committee

Minutes, February 17, 2016, Regular Meeting

PRESENT: Buildings and Grounds Chairman Ronald Bono, Vice Chairman Alexander Stepanski, Supervisors Roger D. Bradstreet (2:07 p.m.) and William Zupan

ALSO: Board of Supervisors Chairman John M. Becker, County Administrator Mark Scimone, Building Maintenance Supervisor Kevin F. Loveless, Highway Superintendent Joseph Wisinski, Deputy Highway Superintendent Brad Newman, Operations Manager Rich Durant, Second Assistant County Attorney Jeff Aumell

ABSENT: Supervisor Scott Henderson

Chairman Ronald Bono called the meeting to order at 2 p.m. in the Supervisors Large Conference Room.

Resolutions: The Committee unanimously approved Bid Ref. #16.05 for crack filling and sealing on the motion of Supervisor William Zupan and second of Vice Chairman Alexander Stepanski.

The Committee unanimously approved Bid Ref. #16.06 for a road sweeper on the motion of and second of Zupan.

The Committee unanimously approved a resolution creating a part-time office assistant position in the Highway Department on the motion of Stepanski and second of Zupan.

2:07 p.m. – Supervisor Roger D. Bradstreet joined the meeting

The Committee unanimously approved a resolution granting EBO user authorization on the motion of Supervisor Roger D. Bradstreet and second of Stepanski.

The Committee unanimously approved a resolution allowing the chairman to enter into an agreement with C&S Engineers for services related to the Eaton Road project on the motion of Bradstreet and second of Stepanski.

Highway Superintendent Joseph Wisinski presented the department's five-year plan and highlights from the preceding month, including a report on the Superintendent's Conference and plans to participate in Advocacy Day in Albany.

There was some discussion of constructing a new highway facility.

Zupan asked Wisinski to figure out what the department is paying per yard for the county gravel bed. Wisinski said he would bring a summary to the next committee meeting. Board of Supervisors Chairman John M. Becker directed Wisinski to send it to the Buildings and Grounds Department typist for distribution to the committee.

Second Assistant County Attorney Jeff Aumell led discussion on the need of the Madison County Sewer District to have a license to implement a drainage project (outfall system) on adjacent property owned by the County. The Committee unanimously approved the granting of the revocable license on the motion of Stepanski and second of Zupan.

Aumell said County Attorney S. John Campanie is working with MCSD attorney John Langey on getting an updated survey.

Zupan said district officials are working to mitigate erosion problems.

Building Modification: Supervisor Kevin F. Loveless and Veterans Agency Director Donald Smith led discussion of expanding the Veterans Agency into the space formerly occupied by the Youth Bureau. Construction would include walling off a portion of the new area for an office and putting up a half-wall between the offices to join the spaces.

Loveless said it was originally planned to use the space for a clerk of the works for the upcoming Court House renovation project; Board Chairman John M. Becker said it will be at least 13 months until anyone is moved out of the Court House – around April 2017.

Loveless said expanding the Veterans Agency space would clear up another laundry list item on the ADA audit report.

It was the consensus of the committee to move forward with the work to expand the Veterans Agency.

Updates: Loveless said the County Office Building renovations are waiting on the receipt of aluminum, glass and concrete panels, but the project is still on schedule.

Loveless reported that the patrol building construction is ongoing and is about 85- to 90 percent complete. All three boilers are working, but there was an issue of frozen water where piping comes out of the ground and is not insulated. No damage was incurred.

There was discussion of the squad room door bid and the bidding process. County Administrator Mark Scimone said he was going to have the Purchasing Department put a list of bids on the County website. He said he was also going to work with IT to create a bid document request form.

Becker directed the Maintenance Department typist to draft a letter to local vendors about the bids being posted to the website. He said to include directions on how to get to the Empire Purchasing Group free page, request a vendor packet for bids from Purchasing and tell them to check the website daily.

Court House: Scimone said there wasn't much to update on the Court House project. He said the estimate is about \$20 million and the County is awaiting documents from LaBella. Scimone said the County needs to find temporary space for departments who do business with the courts on a daily basis.

ADA Compliance: Scimone also reported that the ADA compliance work is moving along, with most of the big items already addressed and the vast majority of the work being done in-house. He said the Compliance Officer will have the report finished tomorrow – way ahead of schedule, and he was working on obtaining the ILA certification of improvements for the items that are completed.

Vets Building Carpet: Loveless said quotes for carpeting the first floor of the Veterans Memorial Building came in above the threshold for bidding. County Buildings does not have enough money in the line for this expenditure to pay for the project. The bid process is on hold

until money is found to proceed. He said Purchasing provided materials on state bid, which could then be installed by local contractors; Scimone suggested bidding it out with the option of doing it both ways because maybe local vendors will get a better price on the product than the County would get with state bid.

Becker asked Loveless to also get a price on installing the extra carpet left over from the County Office Building renovations in the large conference room.

Sidewalk Parking Issue: Loveless said there has been a problem with members of the public parking on the sidewalks, particularly at the Veterans Memorial Building doorway. He asked for the consensus of the committee to allow him to post EMERGENCY VEHICLES ONLY sign(s) as necessary, and said Deputy Jim DeForest said people could be ticketed, if that was desired.

In addition to the obvious hazards of vehicles on the sidewalk, Loveless said he was afraid of someone backing over a pedestrian; also, when it snows, the vehicles are packing down snow, creating slip, trip and fall hazards that aren't easily removed with standard snow removal equipment. It was the consensus of the Committee to move forward with getting the signs made and installed.

Building Modifications: It was the consensus of the Committee on the motion of Becker and second of Zupan to install windows in the double doors in the Career Center. It was unanimously agreed upon the motion of Zupan and second of Bradstreet to move forward with the DSS building name change.

DSS Building Name Change: There was discussion of changing the name of the Department of Social Services Building to the Human Services Building to reflect all the departments now located there. It was the consensus of the Committee on the motion of Zupan and second of Bradstreet to move forward with the namechange.

Chambers Mural: Becker led discussion of the installation of a mural in Chambers. Artist Corky Goss from Cazenovia College showed the Committee mock-ups for the proposed project. The Committee unanimously approved a resolution authorizing the chairman to enter into a contract with OnSight Murals and budget modification (to be drafted) on the motion of Zupan and second of Stepanski.

Resolution: The Committee unanimously approved a resolution authorizing the chairman to enter into an agreement with SimplexGrinnell for fire equipment testing and inspection services.

Motion to Adjourn: The meeting was adjourned at 3:44 p.m. on the motion of Zupan and second of Stepanski.

Next Meeting Date: There was discussion of moving the meeting date due to projected lack of quorum March 16. March 15 or 23 was deemed possible if Becker could be present to make quorum.

Respectfully submitted March 15, 2016, by Martha E. Conway for Chairman Ronald Bono.

Administration and Oversight Committee

Regular Meeting Minutes

February 17, 2016

- PRESENT: Vice Chairman William Zupan
Supervisor Ronald Bono
Supervisor Lewis Carinci
Supervisor David Jones
- OTHERS: County Administrator Mark Scimone
Elections Commissioner Kelley Hood
Elections Commissioner Laura Costello
Purchasing Agent Nicole Schafer-Farino
- ABSENT: Chairman Scott Henderson

Committee Vice Chairman William Zupan called the meeting to order at 3:45 p.m. in the Supervisors Large Conference Room.

Approve Minutes:

The minutes of the January 14, 2016 regular meeting were unanimously approved on the motion of Supervisor Jones and second of Supervisor Carinci.

Board of Elections:

Elections Commissioners Laura Costello and Kelley Hood presented the following resolutions:

Authorizing the Chairman to enter into an agreement with Phoenix Graphics, Inc. to purchase optical scan ballots

Discussion: The Committee questioned whether we should look at other companies to provide this service especially with the new benchmark Governor Cuomo put in place for the award of state contracts to expand minority and women owned businesses. Costello and Hood stated that the only other company available to provide the same service is Fort Orange Press, and Phoenix Graphics has provided excellent service.

The Committee unanimously approved the resolutions on the motion of Supervisor Ronald Bono and second of Supervisor Lewis Carinci.

Authorizing the Chairman to enter into an agreement with the New York State Board of Elections in regards to the Help America Vote Act State Grant (Contract #T002550 – \$40,509.00)

The Committee unanimously approved the resolutions on the motion of Supervisor Lewis Carinci and second of Supervisor David Jones.

Authorizing the Chairman to enter into an agreement with the New York State Board of Elections in regards to the Help America Vote Act State Grant (Contract#T002666 – \$20,254.00)

The Committee unanimously approved the resolutions on the motion of Supervisor Lewis Carinci and second of Supervisor Ronald Bono.

Purchasing:

Purchasing Agent Nicole Shafer-Farino stated that Purchasing has been very busy. Twelve bids have been completed to date with 36 predicted by the end of March. Laurie Winters, Office Assistant II, is doing very well and they make a good team. County Administrator Mark Scimone stated that Winters told him she doesn't know how Schafer-Farino did it all by herself.

Preferred Agenda:

Since there are only three resolutions, the Committee recommended that they all go on the March 8th Board Meeting regular agenda.

Motion to Adjourn: The Committee adjourned at 3:54 p.m. on the motion of Supervisor Bono and second of Supervisor Jones.

Next Meeting: Tuesday, March 15, 2016 at 3:30 p.m. (tentatively).

Respectfully submitted by Christine Coe for Chairman Scott Henderson and approved on March 29, 2016.

Criminal Justice, Public Safety and Emergency Communications Committee

Meeting Minutes
February 18, 2016

PRESENT: Chairman Roger Bradstreet
Supervisor Darrin Ball
Supervisor Joseph Magliocca

ALSO: County Administrator Mark Scimone
District Attorney William Gabor
Fire Coordinator Doug Shattuck
Emergency Management Planner Michael Sudol
Undersheriff John Ball
E911 Director Paul Hartnett

ABSENT: Vice Chairman Daniel Degear
Supervisor Richard Bargabos

The meeting was called to order by Committee Chairman Roger Bradstreet at 8:45 a.m. in the Supervisors Large Conference Room.

Minutes:

The minutes of the January 21, 2016 meeting were unanimously approved on the motion of Supervisor Darrin Ball and second of Supervisor Joseph Magliocca.

District Attorney's Office:

District Attorney William Gabor reported that he attended the District Attorney Association of the State of New York (DAASNY) Meeting in December. There were two talking points that Gabor opposes. The first is the Governor's campaign to raise the age of criminal responsibility in New York from 16 to 18. We already have youthful offender status. Gabor anticipates the age will be raised with some compromises. The second is the Governor's proclamation to appoint a State Attorney General as a special prosecutor for police-related civilian deaths. As there are elected prosecutors in respective counties, the Attorney General does not need to be involved.

Gabor provided an update to the Committee on the current cases he is prosecuting.

Emergency Management:

Fire Coordinator Doug Shattuck presented the following resolutions to the Committee:

Out-of-State Conference – CSX ROUTEs training, Atlanta, GA

The Committee unanimously approved the resolution on the motion of Ball and second of Magliocca.

Appointing Fire Advisory Board Members and Deputy Coordinators

Discussion: Supervisor Ball asked if any change or consolidation is being considered so that everyone can be on the same page. Shattuck stated that increasing regular communication is his goal. One of their first missions is updating the mutual aid plan. He is also open to revisiting the meeting and recruitment process.

The Committee unanimously approved the resolution on the motion of Ball and second of Magliocca.

Innovative Readiness Training

Shattuck presented the committee with information on the Innovative Readiness Training Program. The purpose of the Civil-Military Program is to improve military readiness while simultaneously providing quality services to communities throughout America. Shattuck would like this Committee's permission to apply for a mission to save on labor costs for the construction of our fire training facility. This would be a military mission rather than a competitively bid project. The reservists will work 18 hours per day if necessary to complete their mission. Guidance is provided in the application process to ensure they are not competing with general contractors. Scimone state that if it works out, we may only need to bid out for engineering and materials for the fire tower project. The Committee is in favor of moving forward with the application. Shattuck will provide a resolution for the March Committee meeting that would go before the full Board in April.

Emergency Operations Center (EOC)

Shattuck stated that the Emergency Operations Center is nearing completion with training scheduled to start in March. An upcoming Committee meeting will be held in the EOC.

Sheriff's Office:

Undersheriff John Ball presented the following resolutions to the Committee:

Authorizing Attendance at an Out-Of-State Conference – MDT V. Smith

The Committee unanimously approved the resolution on the motion of Magliocca and second of Ball.

Authorizing Attendance at an Out-Of-State Conference – MDT R. Smith

The Committee unanimously approved the resolution on the motion of Magliocca and second of Ball.

Authorizing Chairman to Apply for Grant - NYS Division of Canal Corp

The Committee unanimously approved the resolution on the motion of Magliocca and second of Ball.

Stop DWI Award Ceremony

Sheriff Riley will be sending invitations for the Stop DWI Award Ceremony being held at the Rusty Rail in Canastota on Wednesday, March 23rd at 9:30 a.m. All law enforcements agencies in the county will be in attendance. The Board of Supervisors and County Attorney will also be invited. It will be a quick but meaningful recognition of the top DWI arrestee in Madison County.

E-911/Communications:

Mutualink Demonstration

William Slater of Mutualink provided the Committee with a demonstration of Mutualink, a network agnostic multimedia interoperability platform designed to leverage the sharing of existing communications systems. Mutualink has been installed in the Madison County 911 Center. The platform allows agencies to talk to each other and share information in real-time during emergencies via radio, video, telephone, and IP-sensory equipment as well as next generation communication technology without losing control of individual communications. There is also a local benefit for everyday use. Counties receive 5 licenses with the 911 Center using one. It will be important to determine the best places for the other four licenses. The Sheriff met with schools about sharing their communication systems in the event of an active shooter incident. There would be a cost to schools (approx. \$17,000) to hook into their system; however, it would

be much less than replacing their entire communication system. The only requirements to connect to the network are electricity and intranet.

E911 Director Paul Hartnett stated that Madison County will begin testing and provide training for Mutualink with a goal to go active by mid-summer. A \$500 license is all that is needed to connect with extra expenses to purchase packages to connect cambers, videos and radios, and there is also a downloadable app. Homeland Security is considering rolling out an additional five licenses for each county. Smart Schools grant programs to increase technology and security in schools could help fund packages for schools.

NY 315 Notice to PSAP Coordinators

Hartnett informed the Committee that, beginning March 12th, the 680 area code is being added to 315 to give Central New York more phone numbers. The additional area code will require callers to dial 10 numbers, instead of the current 7.

Chairman Bradstreet asked about the status of getting more providers on our towers. Hartnett stated that he continues marketing for other providers and will keep the Committee posted.

Other Committee Business:

The following resolutions were presented to the Committee:

Authorizing agreement with Madison Legal Defense Bureau, Inc. to represent indigent criminal defendants

The Committee unanimously approved the resolution on the motion of Ball and second of Magliocca.

Reappointing members to the Madison County Safety Board

The Committee unanimously approved the resolution on the motion of Ball and second of Magliocca.

Preferred Agenda:

The Committee unanimously approved wrapping all resolutions into a Criminal Justice Preferred Agenda for the March 8th Board Meeting on a motion of Ball and second of Magliocca.

Adjournment:

The Committee adjourned at 10:02 a.m. on the motion of Ball and second of Magliocca.

Next Meeting Date:

Thursday, March 24, 2016 in the Supervisors Large Conference Room.

Respectfully submitted by Christine J. Coe on behalf of Chairman Roger D. Bradstreet and approved on March 29, 2016.

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

Feb 18, 2016 – 10:30 A.M.- Career Center

Supervisor	Present	Absent	Late	Time In
Salka	x			
Degear		x		
Jones	x			
Magliocca	x			
Moses		x		

PRESENT:

Committee: **John Salka**, Dave Jones, and Joe Magliocca

Absent: Dan Degear, and Cliff Moses.

Supervisors: John Pinard, and John Reinhardt

County Staff: Ellen Bowe, Cindy Edick, Jenn Farwell, Scott Flaherty, KippHicks, Scott Ingmire, Jamie Kowalczk, Becky Marsala, Tom Reichel, and Gwen Williamson

Additional Present: Robert Britton, Jennifer Marotto Lutter, Leo Matzke, Mary Beth McEwen, Gregg Myers, Cassie Rose, Jason White, Katelyn Wright, and Nell Ziegler

Press: Roger Seibert – Rome Daily Sentinel

Meeting called to order at 10:35A.M. by Salka.

A-1: The January 21, 2016 minutes were unanimously approved on a **MOTION** by Jones and seconded by Magliocca. 10:35 A.M. 3/0/0

A-2: Katelyn Wright, Executive Director of the Greater Syracuse Land Bank presented to the Committee. She explained the many different types of abandoned properties including tax current parcels (example would be owner defaulted on loan but bank has not yet foreclosed and is still paying taxes through an escrow) or real estate owned parcels, and tax delinquent or foreclosed properties. Katelyn distributed a handout with some basic information on how the land bank works and how they came to be established. She reviewed the typical process of acquiring a parcel, renovating or not renovating it, and how they go about funding the process. She noted that it is essential to form strong relationships with codes enforcement. She said that one step for Madison County might be to start a “vacant property registry” where owners would register with local codes enforcement yearly and registration fees would escalate the longer the property remains vacant. Katelyn also said that it is important to start with a review of where potential parcels are located, what condition each is in, which ones are tax delinquent and what the plan would be to prepare it for resale. Once that information is available, there is a process to establish a land bank which would begin with proposing a local ordinance and applying to Empire State Development. It was noted that Madison County is bound by Article 11. Salka suggested the consideration of a tax break for owners who are trying to return their parcels to livable/saleable properties, perhaps by lowering the assessment or freezing the assessment for a predetermined time. Katelyn said that the NYS Land Bank Association is a good resource and can help if Madison County were to decide to establish a land bank. She mentioned that the Syracuse one is primarily modeled after Genesee County in Michigan and Cleveland.

Many of the attendees left at the end of this presentation.

A-3: Cindy Edick presented the Sales Tax update. Although the February numbers look dismally low, note should be taken that February 2015 figures reflected a considerable increase as compared to February 2014 figures, so the February 2016 results may appear worse than they actually are. It was also mentioned that gas prices are 16% lower in 2016 than they were in 2015.

A-4: Tom Reichel presented the Career Center update. The traffic at the center remains steady and consistent. The new location and improved working space appears to have improved the flow of traffic in the Center. The Governor has announced support for the upcoming Summer Youth Employment Program.

A-5: Scott Ingmire presented the FREE Center funding topic on behalf of Mark Scimone. The Center was anticipating a \$5,000.00 match from the County to a 2015 grant; however they did not receive the grant. The question is whether or not to proceed with the funding. Reinhardt suggested checking the verbiage of the resolution to see if there is any mention of "no grant: no match" or similar language. Salka will look into it. Dave Jones said that the town has looked into funding for the FREE Center and wonders if the resolution would allow the match to be made to those funds. This will be addressed at the Finance Committee.

Edick and Marsala out

A-6: Jenn Farwell presented the AED update. There were sixteen farms present at the Open Farm Day meeting. Registrations will be going out soon. AED is working on an online farm directory that would be a user-friendly way to direct those interested to local farmer's markets. The food hub keeps moving ahead with the coolers now installed and kitchen equipment coming soon. Other projects AED is working on include an energy workshop, a poultry workshop, a needs assessment survey, a winter dairy management workshop and issues pertaining to the Madison County Fair. Regarding the fair, 4H will be taking over the youth tent this year and Cooperative Extension will have the whole Larkin building. AED created a survey with Tourism that will soon be mailed to the eleven farmer's markets. Jenn introduced Mary Beth McEwin as the AED interim executive director.

A-7: Scott Flaherty presented the Tourism update. Scott expanded on the farmer's market survey by saying that they will first identify what advertising is already being done. Scott said that the financial end may be limiting but there is still a lot of potential, including but not limited to; branding and creating a corresponding website, social media coverage, CNY Fresh connection and regionally identifiable way-finding signage. Flaherty shared that the occupancy tax continues to rise. There will be a "soft launch" of the new website this month. The new database will be coming in June called "Simple View" and will be connectional to I Love NY.com. Scott has seen positive results from the recent travel writers' event.

A-8: Kipp Hicks presented the IDA update. The Economic Development Summit will be held May 11th; location to be determined. The following projects are all moving ahead: Empire Farmstead Brewery, Cazenovia Hospitality, Johnson Brothers Lumber, Good Nature Brewing Company, International Boxing Hall of Fame, ARE Park infrastructure, Elm Street development, and Oneida land acquisition project. The MC CRC will be funding a feasibility study regarding the extension of water service to certain areas in the Town of Sullivan. An Upstate Institute intern has been requested to work on the Quality of Life project.

A-9: The County has again been approached regarding entering into an agreement with CGI Communications for a video promotion program for the County. This opportunity has been brought before the Committee in the past and was rejected for several reasons including that a contract would need to be reviewed and signed and letters to solicit sponsorship from local businesses is required. The Committee feels that local businesses are already being asked for enough, and we should consider the fact that Scott Flaherty and Kipp Hicks are already working on a promotional video. The Committee decided that there is still no apparent need for accepting this offer and recommends the County decline.

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 for receipt of FL-LOWPA funds on a **MOTION** by Magliocca and seconded by Jones. 11:53 A.M. 3/0/0

A-11: The Committee approved a resolution authorizing the Chairman to sign an advertising agreement with Gatehouse Media New York Holdings, Inc. for advertising in the Observer Dispatch/Mid-York Weekly on a **MOTION** by Jones and seconded by Magliocca. 11:55 A.M. 3/0/0

A-12: A MOTION was made by Magliocca and seconded by Jones regarding the certified agricultural district resolution. Discussion ensued. John Pinard shared events that have taken place in the Town of

Lenox leading up to this request for removal of the Lenox parcel from the proposed adoption list. Due to the contentious nature of this parcel being included, Salka made a **MOTION** to remove the District 3C Stephens Road parcel 12.-2-25-13 from the adoption list until the issues can be addressed. Salka would encourage the applicants to appear before this Committee at a future meeting. The **MOTION** to remove the parcel was made by Salka and seconded by Jones. 12:01 P.M. 3/0/0

The Committee approved an amended resolution adopting the inclusion of certain parcels (81.-1-21.2 and 171.-2-38.3) of predominantly agricultural land in certified agricultural districts on a **MOTION** by Jones and seconded by Magliocca. 12:02 P.M. 3/0/0

A-13: The Committee approved a resolution reappointing John Salka and Ronald Bono to the Madison County Soil and Water Conservation District Board on a **MOTION** by Magliocca and seconded by Jones. 12:03 P.M. 3/0/0

A-14: The Committee approved a resolution authorizing a grant application to New York State Agriculture and Markets for the update of Madison County Agriculture and Farmland Protection Plan on a **MOTION** by Jones and seconded by Magliocca. 12:08 P.M. 3/0/0

A-15: The Agricultural District resolution is recommended for normal approval while the rest of the resolutions are to be bundled for the Preferred Agenda.

A-16: New Business. Jamie Kowalczk and Sarah Krisch announced the upcoming Buy Madison Event. The night of April 18th, there will be a Business "Speed Dating" night at the Kallet Theater in Oneida. This will be a networking event for local businesses looking to meet other local businesses. The Committee was asked to encourage local business participation.

A-17: The next scheduled meeting will be March 24th, 2016 in the Supervisors' Large Conference Room at 10:30 A.M.

A-18: The meeting was adjourned on a **MOTION** by Jones and seconded by Magliocca. 12:13 P.M.

Respectfully submitted: Gwen Williamson

Sign in Sheet

Planning, Eco. Dev., Environ. & Intergov. Affairs	
Date of Meeting: 2	1/18/2016
John Salka	John Salka
Dan Degear	
Dave Jones	Dave Jones
Joe Magliocca	Joe Magliocca
Cliff Moses	

Others Present:

NAME AND AFFILIATION

Greg Lowe
 Gregg Moses City of Oneida
 Joseph Magliocca City of Oneida
 Leo Matzka City of Oneida
 Robert Blitzer City of Oneida
 Joe Magliocca City of Oneida - Mad. Co. Supervisor
 JOHN A. REINHART CITY OF ONEIDA - MAD. CO. SUPV.
 John Edward Town of Lewis Supervisor
 Ryan Harkins - MCEDA
 Katelyn Wright - Greater Syracuse Land Bank
 Nick Lerner - Honeywell
 Scott Jaramila
 Cindy Edick
 Rebecca S. Marsala
 Jim Kowalczyk
 Jean Foran - AED
 TOM REICHEL
 Jennifer Masetto Litter - PCF
 Kelly Litter PCF
 Nancy Beth McEwen - CCE
 Matt Flaherty MCEwen
 Young Williams - Planning
 Corri Rose

HEALTH AND HUMAN SERVICES COMMITTEE

Monday, February 22, 2016
Supervisors Large Conference Room

Committee Members Present

Alex Stepanski, Chairman, Town of Stockbridge
James Goldstein, Vice Chairman, Town of Lebanon
Lewis Carinci, City of Oneida
Joseph John Pinard, Town of Lenox

Others Present

Donald Smith, Director, Veterans Agency
Michael Fitzgerald, Commissioner, Social Services
Teisha Cook, Director, Mental Health Services
Eric Faisst, Director, Public Health
Joanne Eddy, Director, Youth Bureau
William Buchan,
Christine Coe, Executive Assistant to the County Administrator

Absent:

Eve Ann Shwartz, Town of Hamilton

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 regular meeting minutes of January 25, 2016. A motion to approve the minutes as written was made by Carinci, seconded by Pinard and carried unanimously.

Veterans Agency

Director Donald Smith provided a report of the Veterans Service Agency's activities and statistics for February 2016. Smith informed the Committee that he met with the Buildings and Grounds Committee to request the former Youth Bureau space in the County Office Building for his department which was approved and will help address some ADA violations.

The Board of Veterans Appeals in Washington recently lost the majority of its law judges and clerks due to inappropriate emails, which is only going to worsen the already backlogged claims.

As Boys State Chairman, Smith distributed information packets and post quotes to each post.

The Veterans Agency continues to receive frantic short notice requests for funeral military detail teams. The legion is compiling a county-wide list of individuals willing to participate.

The Madison County Purple Heart road signs and post have been received and are being installed by the Highway Department as weather permits.

Social Services

Commissioner Michael Fitzgerald provided the newly formatted expenditures and caseload summary for January 2016, which is under budget one month in.

Fitzgerald presented the following resolutions to the Committee:

Authorizing the Chairman to renew an agreement with Dr. Scott Petrosa of K.A.G. Consulting

A motion was made by Carinci to approve the resolution, seconded by Goldstein and carried unanimously.

Authorizing the Chairman to renew an agreement with Community Action Program, Inc.

A motion was made by Goldstein to approve the resolution, seconded by Carinci and carried unanimously.

Authorizing the modification of the 2016 adopted budget

A motion was made by Goldstein to approve the resolution, seconded by Carinci and carried unanimously.

Fitzgerald presented a report that Caseworker Cassandra Wolcott prepared after attending Child and Family Maltreatment training in San Diego, CA in January.

Two out-of-State travel requests for Huntsville, AL that were previously approved by this Committee were submitted late and an additional \$50 is due for each. There will be no cost to the County as it is paid for by grant funds. A motion was made by Stepanski to approve the additional \$100 costs associated with the two travel requests, seconded by Pinard and carried unanimously.

Fitzgerald completed Management Performance Appraisals for his department and provided them for the Committee to review before submitting them to the County Administrator.

The Committee questioned whether salary increases are tied to the performance appraisals. Fitzgerald stated that employees are not eligible for a salary increase if they don't meeting expectations based on the overall average score. The Committee requested they receive the policy and procedure on how management employees are evaluated.

Mental Health

Director Teisha Cook presented the following resolutions to the Committee:

Authorizing the Chairman to execute a contract modification and modifying the 2016 adopted County budget (BRiDGES)

Discussion: The Committee was unclear where the one-time funding of \$10,000 for BRiDGES was coming from. The resolution will be tabled while Cook follows up with the agency and County Treasurer to get more details for the Committee.

Authorizing the Chairman to execute a contract modification and modifying the 2016 adopted County budget (Contract Agencies)

A motion was made by Carinci to approve the resolution, seconded by Goldstein and carried unanimously.

Executive Session

A motion was made by Vice Chairman Goldstein to enter into executive session at 11:00 a.m. for the purpose of discussing pending litigation with legal counsel. Supervisor Pinard seconded the motion and it was unanimously carried.

A motion was made by Supervisor Carinci to exit executive session at 11:21 a.m. Supervisor Pinard seconded the motion and it was carried unanimously.

Cook presented the following resolutions to the Committee:

Authorizing the Chairman to execute a contract modification and modifying the 2016 adopted County budget (Liberty Resources, Inc.)

A motion was made by Carinci to approve the resolution, seconded by Goldstein and carried unanimously.

Public Health

Director Eric Faisst presented the following resolutions to the Committee:

Authorizing the Chairman to enter into agreements with veterinarians for rabies clinic

A motion was made by Goldstein to approve the resolution, seconded by Pinard and carried unanimously.

Youth Bureau

Director Joanne Eddy presented the following resolution to the Committee:

Authorizing the Chairman to enter into an agreement with Catholic Charities on Oneida/Madison Counties

A motion was made by Pinard to approve the resolution, seconded by Carinci and carried unanimously.

Exploring County Government Program

Eddy informed the Committee that the Youth Bureau developed and is in the process of running the spring session of Exploring County Government, which was taken over from Cornell Cooperative Extension. The program is for Madison County juniors and seniors who have a strong interest in learning about county government and engaging in active citizenship. Six students will attend nine weekly sessions each Wednesday starting February 24th through April 20th from 8:45 a.m. to 12:00 p.m. and attend a Stockbridge Town Board meeting.

Eddy provided the Committee with a copy of New York State Office of Children and Family Services' (OCFS) Local Government Reorganizations Review Team document regarding merger protocol. The purpose of this protocol is to provide consistency in the OCFS response to merger proposals and requests for technical assistance from counties considering a merger of two or more departments, and continuity in the provision of requires services at the local level.

Executive Session

A motion was made by Supervisor Carinci to enter into executive session at 11:30 a.m. for the purpose of discussing the employment of a particular person. Supervisor Pinard seconded the motion and it was unanimously carried.

A motion was made by Supervisor Carinci to exit executive session at 11:42 a.m. Vice Chairman Goldstein seconded the motion and it was carried unanimously.

Preferred Agenda

The Committee unanimously agreed to include all resolutions in their March 8th Preferred Agenda on a motion of Pinard and second of Goldstein.

Motion to Adjourn

There being no further business to discuss, a motion to adjourn the meeting was made by Goldstein at 11:45 a.m., seconded by Carinci and carried.

Next meeting: Monday, March 28, 2016 at 10:30 a.m.

Respectfully submitted by Christine J. Coe for Chairman Alexander R. Stepanski and approved on March 28, 2016.

MADISON COUNTY BOARD OF HEALTH
Monday, February 22, 2016
Large Conference Room, Public Health Building

BOARD OF HEALTH MEMBERS PRESENT:

John Endres, President (excused)
Margaret S. Argentine, Vice President (excused)
Sam Barr, DMD
Wendy Cary, City of Oneida
Rachel Elder, MD, Physician Representative (absent)
Jennifer Meyers, MD, Physician Representative
Ofrona Reid, MD, Physician Representative (absent)
Alex Stepanski, Board of Supervisors Representative

OTHERS PRESENT:

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

Wendy Cary called the meeting to order at 6:32 p.m., indicating that there was a quorum. The Board reviewed the January minutes. Motion to approve the minutes was made by Sam Barr, seconded by Alex Stepanski, and approved by all.

Record of Claims:

The record of claims was distributed for review and approval. Motion to approve the record of claims was made by Jennifer Meyers, seconded by Alex Stepanski, and approved by all.

Reports:

Division reports were submitted prior to the meeting for review.

Strategic Items:

Healthy Weight Update

A family practitioner from Hamilton has contacted Eric, expressing an interest in Public Health work on obesity. She was put in touch with the Rural Health Council's Living Well group.

Breastfeeding/Prenatal Care

Handouts were shared – survey summary and birth report summary. At the new site at the Heritage center in Cazenovia, 3-5 women have attended each week on Monday evenings.

Individual Water System Initiative

Michael Young, the new Environmental Health Specialist, is on board. Some well samples have already been collected and plans are being made for upcoming advertisements.

QI training will take place on March 21-22, for some staff and management. Workgroup recruitment is beginning for performance measures guidance, with the first meeting in 4-6 weeks.

NYS is enacting individual water supply standards guidelines. They will be ready in March and will be used for the individual water system testing being conducted through the CDC grant.

County Report

Nothing to report.

Director's Report

The due date of the NIH grant for the third phase of the gas compressor health study has changed from February 16 to June 5.

ADA progress report is being prepared to submit to the Department of Justice, by the end of the month.

The Rural Health Council of Madison County was hired by the department and our two hospitals, to conduct the CHA/CHIP in 2016. The CHIP is due at the end of the year. The group is tasked with identifying the two major health issues in the county and developing specific action plans. Among the identified concerns are healthy weight, colorectal screening, suicides, injuries and prenatal care.

City of Oneida Report

Nothing to report.

Medical Director's Report

One Zika test has been done on an individual, with a negative result. Several cases of flu have been reported. Of the many health advisories sent out, most of them have concerned Zika.

Old Business

None

New Business

Board of Health members were reminded of their corporate compliance training. The links for the training and the compliance form will be sent out to all.

Reminders were given about the yearly ethics forms. These have been mailed out and need to be signed, notarized and returned to Madison County Law Department, attention John Campagnie.

The Board of Health meeting adjourned at 7:00 p.m. The next meeting will be held on March 28, 2016, at the Public Health conference room, Wampsville, NY.

Respectfully submitted by Anne Carruthers

MINUTES
FINANCE, WAYS AND MEANS COMMITTEE
February 25, 2016

Present:

Committee: J. Reinhardt, R. Bargabos, C. Moses, J. Pinard

Other Supervisors: J. Becker

County Staff: C. Edick, S. Makarchuk, R. Marsala, M. Scimone

Others Present: W. Buchan, K. Hicks

Absent: J. Salka

A quorum being present, J. Reinhardt called the meeting to order at 9:02 a.m.

I. Approval of Minutes

Motion by J. Pinard to approve the minutes of the January 28, 2016 meeting; second by J. Becker. Motion unanimously approved.

II. Payment In Lieu of Taxes (PILOT) Discussion with Kipp Hicks, IDA Director

Treasurer's Office staff recently discovered that the County had not received PILOT revenue from Mansion @ 120 Madison or EBAC (aka Owera Vineyards), to which it was entitled. The Treasurer's Office contacted K. Hicks, who assisted with researching this issue.

K. Hicks reported that Owera Vineyards had not made their PILOT payments to the County because they were never billed. Typically PILOT's are billed by the schools and/or townships on behalf of the County; however, that did not happen for Owera Vineyards. Owera Vineyards was billed by the school district, and they paid those bills. However, they are now two (2) years delinquent with the County.

Motion by J. Pinard for the County Treasurer's Office to bill Owera Vineyards and to waive interest and penalties that would otherwise become payable, due to their lack of receipt of bills; second by R. Bargabos. Motion unanimously approved.

Further research is necessary in regard to the Mansion @ 120 Madison PILOT payment.

R. Marsala discussed new GASB Pronouncement No. 77, Tax Abatement Disclosures, which became effective for the County's fiscal year 2016. This new pronouncement requires disclosure of tax abatement information for a reporting government's own tax abatement agreements, as well as those entered into by other governments, that reduce the reporting government's tax revenues.

It was decided that the County should pursue having the Treasurer's Office take over all of the annual PILOT billings to ensure that the County receives the appropriate amount of revenue in a timely manner, and that the County is in compliance with GASB Pronouncement No. 77.

III. County Treasurer

C. Edick reviewed an Analysis of Sales Tax Receipts, Actual Medical and Prescription Claims Payments, Analysis of Off-Track Betting Revenue, and a report on the Contingent Fund. Edick also reviewed a report from NYSAC regarding the statewide decline in sales tax derived from motor fuels for the past several years.

IV. Resolutions

1. Authorizing the Chairman to Execute Contract Modification and Modifying the 2016 Adopted County Budget (Mental Health Contractors) – Motion by C. Moses to approve the resolution; second by R. Bargabos. Motion unanimously approved.
2. Authorizing the Chairman to Execute a Contract Modification and Modifying the 2016 Adopted County Budget (Liberty Resources) – Motion by R. Bargabos to approve the resolution; second by C. Moses. Motion unanimously approved.
3. Authorizing the Modification of the 2016 Adopted County Budget (Bundle) – Motion by R. Bargabos to approve the resolution; second by C. Moses. Motion unanimously approved.
4. Authorizing the Chairman to Enter Into an Agreement and Modifying the 2016 Adopted County Budget – Motion by C. Moses to approve the resolution; second by R. Bargabos. Corky Goss, mural artist, showed the Committee examples of his work, as well as a draft of his vision for a mural along the back wall of the Board of Supervisors' Chambers. Following discussion, motion unanimously approved.

V. Other Business

FREE Center - There was a brief discussion regarding the Fenner Renewable Energy Education (FREE) Center's request for a \$5,000 contribution. This request was approved by the County in 2015 pending the FREE Center's attainment of matching grant funds. Although the FREE Center did not receive matching funds from the intended agency, it did receive a commitment of \$5,000 from the Town of Fenner. As a result, it was decided that the County would follow through with the \$5,000 contribution.

Land Banks - There was a brief discussion regarding land banks. A representative from the Greater Syracuse Land Bank made a presentation at the recent Planning Committee meeting. It was noted that the concept of a land bank didn't seem to provide an advantage to the County, since it typically forecloses upon and disposes of tax-delinquent properties on an annual basis.

Landfill Closure/Post Closure Reserve - There was a lengthy discussion regarding the Landfill Closure/Post Closure Reserve and the amount to borrow for the upcoming Landfill Expansion Project. W. Buchan addressed Department of Environmental Conservation regulations as they relate to closure/post closure care requirements. Buchan also addressed corresponding, potential concerns of the Office of the State

Comptroller. R. Bargabos recalled that the County implemented a policy to fund the closure/post closure reserve several years ago. C. Edick referenced Resolution No. 97 of March 2007 that provided for an annual appropriation to be made in each year sufficient to pay back funds borrowed from the Closure/Post Closure Fund for the Phase 3 Expansion of the West Side Landfill. It is not known why this annual appropriation was never made, but the funds that were borrowed from the Closure/Post Closure Reserve in 2007 have not been paid back to date.

C. Edick will review prior years' Resolutions as they relate to all Landfill reserve funds and provide a recommendation as to how much surplus Landfill cash should be reclassified as Closure/Post Closure Reserve funds.

Motion by J. Becker to borrow the full amount needed for the Landfill Expansion Project, and not utilize surplus Landfill cash; second by J. Pinard. Motion unanimously approved.

Mental Health CSP Overpayment – C. Edick noted that the Mental Health Department was advised that they will owe NYS Office of Mental Health \$17,972.95 for a Community Support Program (CSP) overpayment. A budget modification will likely be presented at the next meeting to provide appropriations for payment.

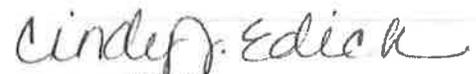
VI. Preferred Agenda

1. Motion by R. Bargabos to include Resolutions 1, 2 and 3 as the Finance, Ways and Means Preferred Agenda; second by C. Moses. Motion unanimously approved.

VII. Adjournment

1. The next meeting is scheduled for Thursday, March 31, 2016, at 9:00 a.m.
2. Motion by R. Bargabos to adjourn the meeting; second by C. Moses. Motion unanimously approved. Meeting adjourned at 10:25 a.m.

Respectfully submitted,



Cindy J. Edick
Madison County Treasurer

MADISON COUNTY DEPARTMENT OF PERSONNEL/CIVIL SERVICE

COUNTY OFFICE BUILDING
P.O. BOX 636
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GOVERNMENT OPERATIONS COMMITTEE
February 25, 2016

Minutes

Present: J. Becker, R. Bono, D. Degear, C. Moses, J. Reinhardt and P. Walrod

Also Present: R. Aylward, R. Bargabos, J. Campanie, C. Coe, C. Johnson, P. Lutwak, S. Prievo,
M. Scimone, and E. Zehr

J. Reinhardt called the meeting to order at 10:38 a.m.

I. MINUTES - Minutes from January 28, 2016, - Motion by R. Bono to approve the minutes from the above dated committee meetings. Second by C. Moses. The motion was unanimously approved.

II. RESOLUTIONS

- A. Retiree Recognition - Motion by C. Moses to approve the resolution. Second by R. Bono. The motion was unanimously approved.
- B. Out of State Travel - MDT - Motion by R. Bono to approve the resolution. Second by C. Moses. The motion was unanimously approved.
- C. Out of State Travel - OEM - Motion by R. Bono to approve the resolution. Second by C. Moses. The motion was unanimously approved.
- D. Creating a Temporary Part-time Position in the Highway Department - Motion by C. Moses to approve the resolution. Second by R. Bono. The motion was unanimously approved.
- E. Creating Temporary Positions in the Solid Waste Department - Motion by R. Bono to approve the resolution. Second by J. Reinhardt. The motion was unanimously approved.
- F. Re-Appointing Members to the Ethics Advisory Council and Ethics Board - Motion by C. Moses to approve the resolution. Second by J. Reinhardt. The motion was unanimously approved.

III. PREFERRED AGENDA VOTE – Motion by P. Walrod to include all resolutions as the Government Operations Committee Preferred Agenda with the exception of the Retiree Recognition resolution. Second by C. Moses. The motion was unanimously approved.

IV. OTHER

- A. FLSA Audit – R. Aylward stated he has requested information from department heads in order to conduct an audit to determine if current independent contractors are correctly classified. The audit will is anticipated to be wrapped up this spring.
- B. EAP Service Summary – C. Johnson presented a service summary of the Employee Assistance program to the committee discussing the various events and initiatives the committee completed during 2015 as well as positive participant feedback for the program.
- C. Progressive Discipline/Best Hiring Practices Training – R. Aylward discussed the Progressive Discipline/Best Hiring Practices training conducted by Hancock and Estabrook last week for Management Confidential employees. The training was well received by attendees. R. Aylward will hold a makeup session in April for those that were unable to attend. E. Zehr added that the new reference process for new hires has been implemented and seems to be working well.
- D. TransPro Consulting – E. Zehr stated that tentative training dates have been set for the Enhanced Leadership training being conducted by TransPro Consulting for management and elected officials.

V. MOTION TO ENTER EXECUTIVE SESSION - Motion by J. Becker to enter executive session. Second by R. Bono. The motion was unanimously approved.

- A. Labor Relations
- B. Negotiations
- C. Personnel Matters

Motion by P. Walrod to exit executive session. Second by J. Reinhardt. The motion was unanimously approved.

**VI. NEXT MEETING: Next Committee Meeting: March 31, 2016
Motion by J. Reinhardt to adjourn. Second by C. Moses.**

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**GOVERNMENT OPERATIONS COMMITTEE
March 8, 2016**

Minutes

Present: D. Degear, J. Reinhardt and P. Walrod

Also Present: R. Aylward, S. Prievo, M. Scimone, T. Wayland-Smith and E. Zehr

Absent: R. Bono, C. Moses

D. Degear called the meeting to order at 2:54 p.m.

I. MOTION TO ENTER EXECUTIVE SESSION - Motion by P. Walrod to enter executive session. Second by J. Reinhardt. The motion was unanimously approved.

A. Negotiations

Motion by P. Walrod to exit executive session. Second by J. Reinhardt. The motion was unanimously approved.

II. NEXT MEETING: Next Committee Meeting: March 31, 2016
Motion by J. Reinhardt to adjourn. Second by P. Walrod.

Criminal Justice, Public Safety and Emergency Communications Committee

*Special Meeting Minutes
March 8, 2016*

PRESENT: Chairman Roger Bradstreet
Vice Chairman Daniel Degear
Supervisor Richard Bargabos
Supervisor Joseph Magliocca

ALSO: Emergency Management Director Ted Halpin
Supervisor John Pinard
Supervisor John Reinhardt
Supervisor Lewis Carinci
Supervisor Alexander Stepanski

ABSENT: Supervisor Darrin Ball

The meeting was called to order by Committee Chairman Roger Bradstreet at 1:00 p.m. in the Supervisors large conference room.

Emergency Management Resolution:

Authorizing the Chairman to enter into an agreement with Time Warner Cable for cable television service

The Committee unanimously approved the resolution on the motion of Bargabos and second of Degear.

Adjournment:

The Committee adjourned at 1:02 p.m. on the motion of Bargabos and second of Magliocca.

Next Meeting Date:

Thursday, March 29, 2016 – immediately following the Solid Waste Committee meeting

Respectfully submitted by Christine J. Coe on behalf of Chairman Roger D. Bradstreet and approved on March 29, 2016.