

ADMINISTRATION & OVERSIGHT COMMITTEE
Meeting Agenda – Thursday, August 29, 2013 – 8:00 a.m.
Supervisors Large Conference Room

Agenda:

8:00 a.m. Call Meeting to Order

Approval of Minutes:

- **June 26, 2013**
- **July 9, 2013**

8:35 a.m. Board of Elections – 2014 Budget Review

Resolutions:

- 1. Authorizing the Madison County Board of Elections to Contract For Pollsite Usage.**
- 2. Authorizing the Madison County Board of Elections to Contract For Pollsite Usage.**
- 3. Authorizing the Madison County Board of Elections to Contract For Pollsite Usage.**

Any other business

Next Meeting

Adjourn

ADMINISTRATION AND OVERSIGHT
Committee Meeting Minutes
June 26, 2013

PRESENT: Priscilla Suits, Chairwoman
John Reinhardt
Jim Rafte

ABSENT: Scott Henderson
Russ Cary

Also Present: John Campanie Esq., Mark Scimone, Suzanne Odell

Meeting was called to order by Chairwoman Suits at 8:35 AM.

MINUTES

Minutes for the May 14, 2013 and May 30, 2013 meetings were approved as written.

Motion – Reinhardt

2nd – Rafte

Carried

DISCUSSION

■ Final Review of Board Rules

- Changes to rules 8, 14 and 24 made with Attorney Campanie's suggestions per the request of the committee members.
- Committee discussed and made changes to Rule 6 in regards to the Government Operations and Administration and Oversight Committee responsibilities.
- Final draft of Board Rules and draft with changes to be presented at next Board Meeting.

There being no further business to discuss, motion was made to adjourn at 9:30AM by John Reinhardt, seconded by Jim Rafte and carried.

Respectfully Submitted by Suzanne Odell for:

Priscilla Suits, Chairwoman
Administration and Oversight Committee

ADMINISTRATION AND OVERSIGHT

Committee Meeting Minutes

July 9, 2013

PRESENT: Priscilla Suits, Chairwoman
Scott Henderson
Russ Cary
John Reinhardt

ABSENT: Jim Rafta

RESOLUTION

- 1) "Requesting the Waiver of Rule No. 24 and No. 24-A

Motion – Henderson

Second – Reinhardt

carried

ADJOURNMENT

There being no further business to discuss, motion was made to adjourn at 11:25AM by Scott Henderson, seconded by Russ Cary and carried.

Respectfully submitted by Chris Lawrence for:

Priscilla, Suits, Chairwoman
Administration and Oversight Committee

RESOLUTION NO. 1

**AUTHORIZING THE MADISON COUNTY BOARD OF ELECTIONS TO
CONTRACT FOR POLL SITE USAGE**

WHEREAS, pursuant to Election Law § 4-104 a resolution was passed by the County Board of Supervisors consolidating the responsibility for polling sites, and other election matters, solely in the Madison County Board of Elections; and

WHEREAS, in the past, the local municipalities have entered into agreements with the owners of the respective polling sites for the purpose of allowing elections to be held at said sites; and

WHEREAS, the Board of Elections has been undertaking the changes required to transition the control of polling sites and other election functions from the local municipalities to the Madison County Board of Elections; and

WHEREAS, Madison County requires an agreement to determine terms, insurance, liability, and rent before said premise can be used for the purpose of holding elections; and

WHEREAS, polling places that are not required to allow access may request a rental fee; and

WHEREAS, the Lease Agreement, with the rent fee clause, regarding the pollsites; 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 Firehouse and Sullivan Free Library are on file with the Clerk of the Board of Supervisors;

NOW, THEREFORE BE IT RESOLVED that the Madison County Board of Supervisors herein and hereby authorizes and ratifies the Agreements for polling sites currently on file with the Clerk of the Board of Supervisors, and the Chairman of the Board of Supervisors is hereby authorized to execute the same.

Dated: Sept. 10, 2013

Priscilla Suits, Chairwoman
Administration and Oversight

RESOLUTION NO. 2

AUTHORIZING THE MADISON COUNTY BOARD OF ELECTIONS TO CONTRACT FOR POLL SITE USAGE

WHEREAS, pursuant to Election Law § 4-104 a resolution was passed by the County Board of Supervisors consolidating the responsibility for polling sites, and other election matters, solely in the Madison County Board of Elections; and

WHEREAS, in the past, the local municipalities have entered into agreements with the owners of the respective polling sites for the purpose of allowing elections to be held at said sites; and

WHEREAS, the Board of Elections has been undertaking the changes required to transition the control of polling sites and other election functions from the local municipalities to the Madison County Board of Elections; and

WHEREAS, Madison County requires an agreement to determine terms, insurance, and liability before said premise can be used for the purpose of holding elections; and

WHEREAS, pursuant to the terms of the HAVA Polling Place Access Improvement Grant, whenever any permanent improvements to a polling facility are made, the parties must enter into at least a five (5) year Lease; and

WHEREAS, permanent improvements were made to the Lincoln Fire House (2010) using funding from the HAVA Polling Place Access Improvement Grant; and

WHEREAS, the Agreement with the polling site owner regarding the Lincoln Fire House is on file with the Clerk of the Board of Supervisors;

NOW, THEREFORE BE IT RESOLVED that the Madison County Board of Supervisors herein and hereby authorizes and ratifies the Agreement for the Lincoln District 1 and 2 polling site currently on file with the Clerk of the Board of Supervisors, and the Chairman of the Board of Supervisors is hereby authorized to execute the same.

Dated: Sept. 10, 2013

Priscilla Suits, Chairwoman
Administration and Oversight

RESOLUTION NO. 3

AUTHORIZING THE MADISON COUNTY BOARD OF ELECTIONS TO CONTRACT FOR POLL SITE USAGE

WHEREAS, pursuant to Election Law § 4-104 a resolution was passed by the County Board of Supervisors consolidating the responsibility for polling sites, and other election matters, solely in the Madison County Board of Elections; and

WHEREAS, in the past, the local municipalities have entered into agreements with the owners of the respective polling sites for the purpose of allowing elections to be held at said sites; and

WHEREAS, the Board of Elections has been undertaking the changes required to transition the control of polling sites and other election functions from the local municipalities to the Madison County Board of Elections; and

WHEREAS, Madison County requires an agreement to determine terms, insurance and liability before said premise can be used for the purpose of holding elections; and

WHEREAS, the Agreements with the polling site owners regarding the following pollsites; 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 Veteran's Memorial Parks & Recreational Building, Sullivan Town Office Building and Lenox Town Office Building are on file with the Clerk of the Board of Supervisors;

NOW, THEREFORE BE IT RESOLVED that the Madison County Board of Supervisors herein and hereby authorizes and ratifies the Agreements for polling sites currently on file with the Clerk of the Board of Supervisors, and the Chairman of the Board of Supervisors is hereby authorized to execute the same.

Dated: Sept. 10, 2013

Priscilla Suits, Chairwoman
Administration and Oversight