

SUPERVISORS NOTEBOOK

For the Month of

July 2014

Administration and Oversight Committee Meeting

Minutes April 17, 2014

PRESENT: Chairman Scott Henderson
Vice Chairman James Rafte
Supervisor Daniel S. Degear
Supervisor William Zupan
Supervisor Paul Walrod

Committee Chairman Scott Henderson called the meeting to order at 3:00 p.m. in the Supervisors Large Conference Room.

Minutes: The minutes of the regular meeting of March 20, 2014, and the special meetings of March 11, 2014 and April 8, 2014 were unanimously approved on the motion of Committee Vice Chairman James Rafte and second of Supervisor Daniel S. Degear.

Legislative Committee Process and Rules: This committee is responsible for legislative committee rules and operations. As such, Committee Chairman Henderson recommended that this committee review the current Madison County Legislative Committee process along with Robert's Rules for further discussion at the next meeting. All legislative committees should have a standardized meeting guideline to follow. The current process will be distributed to the full Board for review and recommendations for revision. This committee recommends adding bullet points for Committee Chair responsibilities and authorities and public comments during committee meetings.

Purchasing Agent: Applications have been received for the Purchasing Agent position and will be reviewed by the Search Committee next week with a June hire date anticipated.

Oneida Settlement: As this Committee is also responsible for purchasing and ensuring county services are efficient, effective and non-duplicating, this Committee should be involved in the decision-making process regarding the \$11 million Oneida settlement funds. There are many details yet to be worked out and conversations to be had before any funds are distributed.

Next Meeting: May 15, 2014, at 3 p.m. in the Supervisors Large Conference Room.

Motion to Adjourn: The Committee adjourned at 3:41 p.m. on the motion of Supervisor Daniel S. Degear and second of Supervisor William Zupan.

Respectfully submitted by Christine Coe for Chairman Scott Henderson.

Administration and Oversight Committee

Minutes of Special Meeting May 13, 2014

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

ALSO: County Administrator Mark Scimone, First Assistant County Attorney Tina Wayland-Smith and Treasurer Cindy Edick

Chairman Scott Henderson called the special meeting to order at 10:17 a.m. in the Supervisors Chambers.

Minutes: The minutes of the April 8, 2014, special meeting were unanimously approved on the motion of Supervisor Daniel S. Degear and second of William Zupan.

Mayday for Mandate Relief Resolution: The resolution declaring Mayday for Mandate Relief was unanimously approved on the motion of Degear and second of Vice Chairman James V. Rafte, Sr.

Chairman Scott Henderson said he hopes supervisors and others take note of what is in the resolution and how much over and above the state is providing and putting on the backs of taxpayers. County Administrator Mark Scimone said counties have no control over state-mandated services; Henderson said counties have to foot the bill, anyway.

Purchasing Agent Salary: Scimone requested the Committee make a recommendation to increase the starting salary range for the purchasing agent position currently under recruitment due to a lack of competitiveness of the range. In addition, research by Personnel Director Eileen Zehr found some comparable counties pay more for the duties being required by the position description.

The Committee reached consensus on the motion of Zupan and second of Supervisor Paul "Pete" Walrod to make a recommendation to the Government Operations Committee to raise the top end of the starting salary range for the purchasing agent position to a more competitive level.

Management Salaries: There was discussion on revisiting management compensation to get management/confidential salaries more in line with their contemporaries elsewhere.

Next Meeting: June 19, 2014, at 3 p.m. in the Supervisors Large Conference Room.

Motion to Adjourn: The Committee adjourned at 10:45 a.m. on the motion of Rafte and second of Zupan.

Respectfully submitted May 14, 2014, by Martha E. Conway for Chairman Scott Henderson.

MADISON COUNTY DEPARTMENT OF PERSONNEL/CIVIL SERVICE

COUNTY OFFICE BUILDING

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**JOINT GOVERNMENT OPERATIONS COMMITTEE,
FINANCE WAYS AND MEANS COMMITTEE MEETING**

May 13, 2014

Minutes

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

Also Present: R. Aylward, R. Bargabos, J. Becker, C. Brophy, C. Edick, S. Henderson,
J. Pinard, S. Prievo, J. Salka, M. Scimone, T. Wayland-Smith and E. Zehr

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

I. OTHER

A. Purchasing Agent

M. Scimone requested the ability to negotiate a salary not to exceed \$60,000, which is above the recommended range in the Management Salary Plan. Motion by E. Shwartz to approve request. Second by R. Bono. The motion was unanimously approved.

B. Management Salary Study

The committee agreed that the County needs to move forward with looking into a salary survey study for management employees. E. Zehr will work on getting formal quotes from outside contractors to conduct the salary study.

II. MOTION TO ENTER EXECUTIVE SESSION - Motion by R. Bono to enter executive session. Second by E. Shwartz. The motion was unanimously approved.

Motion to exit executive session by R. Bono. Second by C. Moses.

III. NEXT MEETING: Thursday, May 29, 2014 @ 10:30 a.m.

Motion by C. Moses to adjourn. Second by E. Shwartz.

HEALTH AND HUMAN SERVICES COMMITTEE

Monday, May 19, 2014
Supervisors Large Conference Room

Committee Members Present

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

Others Present

Mark Scimone, County Administrator
Teisha Cook, Director, Mental Health
Karolyn Sayles, Deputy Director of Administrative Services, Mental Health
Eric Faisst, Director, Public Health
Anne Carruthers, Confidential Secretary to the Public Health Director
Christine Coe, Executive Assistant to the County Administrator

Call Meeting to Order

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

Approve Minutes

The Health and Human Services Committee reviewed the April meeting minutes. A motion to approve the minutes as written was made by Carinci, seconded by Pinard and carried unanimously.

Mental Health

Karolyn Sayles provided an overview of Mental Health's Fiscal and Accounts Receivable Reports for April 2014 noting that although revenue is down, expenditures are also down due to three vacant positions. The resolution to contract with Nurse Practitioner Kelly McNichol for psychiatric consultations that was approved last month is on hold until August. Ms. McNichol passed her exam through SUNY Upstate and is awaiting her license from the State.

As of June 1, 2014, Mental Health will be incorporating an Open Access system that will allow immediate treatment and mental health care during business hours without an appointment. Although Mental Health is usually booked for the week, they have an average of 15 no shows or cancellations per day. Most walk-ins will be able to have their first appointment immediately. An ad has been placed in the Oneida Dispatch. The Committee members were asked to share this information with their municipalities.

Teisha Cook presented one resolution to the Committee:

Authorizing the Community Services Board to sponsor an annual dinner meeting and awards ceremony

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

Public Health

With the completion of the Community Health Assessment, Eric Faisst reported that his department has begun their strategic planning process by doing an organizational self-assessment. The assessment will help determine the areas internal to the department in most need of improvement in order to develop the strategic plan. The Committee was provided with a list of stakeholder questions to solicit their comments and feedback. The following issues/concerns were discussed:

- Heroin, synthetic drugs, opiates
- Impact of Affordable Care Act, particularly on insurance coverage
- State Retirement System – dropping for some retirees
- Urgent Care – needed in Madison County to reduce ER visits
- School-based Community Hub Model – strategically located primary/preventive care
- Availability/accessibility of health care providers – transportation/mobility manager
- MERS/respiratory viruses
- Flu – education/prevention
- Hotel Solsville GI Outbreak – use to educate restaurant owners
- Sanitary Code – inspection of private wells
- Environmental Indicators Tracking System – currently no baseline to determine impacts on health

Eric reported that the Madison County Rural Health Council has hired an Executive Director, Bonnie Slocum, and they are looking at some of these issues as well.

The Committee will review the questions and provide additional feedback to Eric at eric.faisst@madisoncounty.ny.gov.

Social Services

As there was no representation from Social Services, Chairman Stepanski asked the Committee to review the expenditures and caseload report for April 2014 and he would address any questions with the department.

Motion to Adjourn

There being no further business to discuss, a motion to adjourn the meeting was made by Pinard at 11:18 p.m., seconded by Carinci and carried.

Next meeting: June 23, 2014 at 10:30 a.m. in the Supervisor's large conference room.

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

MADISON COUNTY BOARD OF HEALTH
Monday, May 19, 2014
Town Hall, DeRuyter, NY

BOARD OF HEALTH MEMBERS PRESENT:

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

OTHERS PRESENT:

Eric Faisst, Director of Public Health
Aaron Lazzara, Assistant Director of Environmental Health
Dan Degear, Town Supervisor
Nancy Parkhurst, Mayor of DeRuyter
Ardene Tiffany, Clerk/Treasurer
Heidi Foster, Village Trustee
Travis Marshall, Village Trustee
Ed Coon, Deputy Supervisor
Robert Jones, Councilman
Charles Walters, Superintendent
Sandy Hathaway, School Nurse
Vern Groves, Pastor
Bev Brown, DeRuyter resident
Anne Carruthers, Confidential Secretary

John Endres called the Board of Health Meeting to order at 7:05 p.m. The Board of Health reviewed the April 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. Items of concern were discussed and explained. Motion to approve was made by John Endres, seconded by Jennifer Meyers and approved by all.

Joint Discussion with Town of DeRuyter:

The Board of Health held their meeting at the Town Hall in DeRuyter. Local officials and community members were invited to meet with the Board of Health, to discuss health issues of concern and identify opportunities to collaborate.

John Endres welcomed the Town of DeRuyter representatives and introductions were made.

This joint meeting was the fourth in a series of Madison County Board of Health meetings that have taken place in various locations within the county, in an effort to promote collaboration and build awareness about health issues in the county.

Items identified as important by the Town of DeRuyter were:

- Being overlooked in favor of larger communities – reminder that DeRuyter is in Madison County
- Need for healthcare services, especially among our more senior residents
- No public transportation
- Need to attract new residents, due to lack of local healthcare provider
- Building community resiliency to respond to emergencies
- Over-regulation of traditional events (e.g., Town Fair)
- Residents tend to associate more with Cortland County (for health care)
- Health concerns associated with gas compressor station being proposed in Georgetown that borders DeRuyter

Charles Walters, DeRuyter School Superintendent, stated that because of DeRuyter's size and location, there was concern about it being forgotten and overlooked. They recently lost their community-based health clinic, and are now in need of healthcare services. They have no local physician and the school-based health clinic can only serve children. They are not able to attract new residents because there is no local physician, as well as no public transportation. This has greatly impacted their pediatric and geriatric populations, especially. The lack of a local provider has resulted in empty apartments in the senior living complex, where previously, there was a lengthy waiting list to get an apartment.

There is a separate building on the school property that could potentially be used to provide healthcare services to the community. Presently, most DeRuyter residents go to Cortland to see a doctor and fill prescriptions. The Madison County Rural Health Council is been working on a grant to look at schools as a community hub for services, and would like to work with the school and community on this project. Letters of support from the DeRuyter community would be helpful, as many letters as they would be able to provide.

Eric explained about the Madison County Rural Health Council, and how they are looking at primary and preventive care issues impacting the county, as well as working to find solutions that not only improve health care, but have positive economic benefits locally as well. It was noted that health care is the second leading industry in the county. Mr. Walters will check to see if any providers he knows might be interested in participating in a part-time rotation.

Telemedicine was noted as a possible healthcare delivery to help provide some medical and mental health services to DeRuyter residents. In regard to dental health, Dr. Jennifer Meyers brought up her idea of having doctors, especially pediatricians, taking note to look over a patient's teeth during examination. Some patients may not have access to a dentist.

Mr. Walters complimented Eric and the health department on their willingness to work with them on their concerns and their handling of recent problems faced by their community.

Dan Degear, Town Supervisor, spoke about last year's flooding and the resiliency of the community. One of the main problems they faced was transportation. They were unable to get emergency vehicles in and out. There was also a lack of temporary shelter locations (this was both a transportation and Red Cross jurisdictional issue).

Eric informed the group that the county has a Medical Reserve Corps. (a list of health volunteers). Medical and non-medical volunteers willing to assist in an emergency are being recruited and trained.

One item raised pertained to a comment made by a State SEMO representative, that should a nuclear event occur in NYC, residents from NYC would need to be relocated to other parts of NYS – concern is how we might shelter and feed these incoming people (up to 30,000 people).

It's generally felt that there seems to be an increased Health Department regulatory presence. The examples given were selling pieces of pie at the fair, spaghetti dinners, and pancake breakfasts, which have left a negative impact on this community. Also, questions were raised regarding the number of permits necessary for their fair. The fair is an important event in DeRuyter, with a long history and tradition.

The potential emissions from the proposed Georgetown gas compressor station have some residents very concerned. The approximately 20 houses that may be involved are mostly DeRuyter residents.

The Town has lost some leased land and believes that companies are avoiding their area, which is a positive aspect for those against hydrofracking. The Delta Plan was discussed and its language is being questioned.

A draft copy of the minutes will be sent to the individuals in attendance for their review and comments. A copy of a CHA/CHIP document was provided to the Town of DeRuyter to keep in their library.

The Town and County share several priorities and look forward to collaborating to address them. Eric asked the village representatives to contact him with any additional concerns.

Board of Health meeting adjourned at 8:20 p.m.

Highway, Buildings and Grounds Committee

Minutes, Regular Meeting May 21, 2014

PRESENT: Chairman Ronald Bono, Vice Chairman Roger D. Bradstreet (2:12 p.m.) and Supervisors Alexander Stepanski (2:11 p.m.), Scott Henderson and William Zupan

ALSO: Board of Supervisors Vice Chairman Daniel S. Degear, Executive Assistant to the County Administrator Christine Coe, Building Maintenance Supervisor Kevin F. Loveless, Highway Superintendent Joseph Wisinski, Deputy Highway Superintendent Brad Newman, Planning Department Director Scott Ingmire and Workforce Development Supervisor Thomas Reichel

The meeting was called to order at 2:10 p.m. in the Board of Supervisors Large Conference Room following a tour of the County's sidewalks and parking lots in need of repair/replacement.

Sewer/Water Lines: Building Maintenance Supervisor Kevin F. Loveless reported on sewer and water line information requested by County Administrator Mark Scimone. He said he had spoken with several people regarding the proposed project, obtained some maps and charts, but found that costs for same are still up in the air.

At 2:11 p.m., Supervisor Alexander Stepanski joined the meeting.

Loveless said information he received indicates the project probably will not be started this year. Planning Director Scott Ingmire said permitting work has been completed to bring the line down West Elm Street.

At 2:12 p.m., Vice Chairman Roger D. Bradstreet joined the meeting.

LaBella Resolution: The Committee unanimously passed on the motion of Supervisor William Zupan and second of Vice Chairman Roger D. Bradstreet a resolution authorizing payment not to exceed \$10,000 for design and bid documents for renovation in the Department of Social Services building to accommodate relocation of the Workforce Development/Career Center from Oneida.

Supervisor Scott Henderson said construction costs should be far less than those originally proposed for moving the Probation Department, as fewer hard-shell offices would be required, HVAC systems would be much less disturbed and preliminary inspection and measurement of the existing space had already been performed by LaBella for the Probation Department's possible move.

Board of Supervisors Vice Chairman Daniel S. Degear agreed there would be fewer HVAC modifications; all felt LaBella already should be ahead of the design process due to its previous examinations of the space and floor plans.

Loveless said they also have already visited the Career Center in Oneida.

Minutes: The minutes of the regular meeting April 16, 2014, and special meeting of May 13, 2014, were unanimously approved on the motion of Bradstreet and second of Henderson.

DMV Roof: Loveless said about 3,800 square feet of roof on the County Office Building – installed in 1982 – needs to be restored or replaced as it has begun leaking. He said a recent repair has held it fine through the past two storms and thinks it can last another season.

At about \$9 per square foot, Loveless said the repair would cost about \$34,000 to scrape the

roof down to the insulation and replace the material. Henderson said if the insulation were to be exposed, it would have to be brought up to code with R24 rating insulation. Asbestos testing would have to be performed before any discarded material could be landfilled.

Henderson said new asbestos regulations went into effect in 1977, so it probably would not be an issue, but it would have to be confirmed.

Chairman Ronald Bono asked if there was money in the budget for the repair; Loveless said no, but he could put it into next year's budget if the project waited. Consensus of the Committee was to research the code compliance issues and get an estimate based on that; Committee members felt it may be appropriate to bring the matter to the full Board of Supervisors to transfer money from contingency to ensure structural integrity.

Henderson suggested getting a better estimate now and start budgeting for that projection; Loveless will get more information and return to Committee with same. Loveless said it was an appropriate wish list item, and if it doesn't make the cut, he can budget for it next year.

Closed Loop Leak: The Committee unanimously approved on the motion of Henderson and second of Supervisor William Zupan a budget modification to transfer \$10,000 from Contingency to Emergency Repairs for the replacement of chemical loop piping between the County Office Building and Public Health Building.

Loveless said fall – when heating and cooling demands are at a low – would be the ideal time to replace the piping. He said the work could be done in one to two days or over a weekend, so as not to affect staff comfort in Public Health. He said he would like to install valves now that would enable the Maintenance crew to shut down the leaking heat side supply to the Public Health Building until the work could be performed.

The chemical loop serves the HVAC equipment that provides climate control in the County Office Building, Court House and Public Health. He said valving it off would keep the Court House and Office Building from being affected by the problem. His fear in doing the work now is having no airflow into the building at the onset of cooling season; heating and cooling sides both have to be shut off for the lines to be replaced. Two sections of sidewalk and the lawn will be disturbed.

Loveless said he is still researching the best materials to complete the job.

Bono said he preferred the task not be put off; that the sooner it could be accomplished, the better. The consensus of the Committee and Degear was for Loveless to schedule and complete the work as soon as humanly possible.

Maintenance Department Typist Martha E. Conway will work with the Treasurer's Office and Clerk of the Board to prepare the necessary budget modification for presentation to Finance, Ways and Means.

UV Lighting Update: Loveless reported the materials to install the UV cleaning system in the County Office Building have been received and work will be completed later this month to eliminate the 'dirty sock syndrome' in the building.

Phone/Generator Hook-up: The Committee reached consensus to allow the survey of generators by Cummins and an electrician to measure the capacity available to supply power backup to the planned telephone system upgrade. Loveless said this would allow the County to no longer rely on portable backup (UPS) systems. He said most of them should be okay, but a lot of capacity is taken up on the Office Building generator by the recent connection of the elevator in the building.

Aging Tractors: Loveless reported the aging tractor fleet is becoming more expensive to repair and more repairs are becoming necessary; he said as a point of information that a replacement plan should be considered for at least two of the three. He will investigate sale and resale prices of equipment and accessories to see what makes the best financial sense.

North Court Street Bridge Update: Highway Superintendent Joseph Wisinski reported the project is still short of its financial goal, with steel ordered and expected in October, he said with the current budget, the Highway Department will not be able to award bids and pay contractors for the work.

Wisinski asked for consensus of the Committee to consolidate the funds from several budget lines into a line for the project. A combination of money from the Highway Fund, CHIPS money, FEMA reimbursement and other sources should almost cover the cost of replacing the North Court Street bridge, but that money has to be received and put someplace it can be utilized.

The Committee unanimously voted on the motion of Henderson and second of Zupan to create the line and move allocated funds into the account as they exist or as they are received.

Bid Review – Hot Mix Asphalt: The Committee unanimously awarded the bid for hot mix asphalt to low bidder Dolomite and awarded all bids for equipment rental on the motion of Henderson and second of Bradstreet.

Wish List Items: Bono directed Wisinski to develop a list of projects or items the department needs and present it to him as soon as possible. Henderson said the list should contain high-priority items the department cannot afford to do now with its current budget.

Motion to Adjourn: The meeting was adjourned at 3:24 p.m. on the motion of Henderson and second of Zupan.

Next Meeting Date: June 18, 2014, in the Atrium Conference Room.

Respectfully submitted on behalf of Chairman Ronald Bono May 22, 2014, by Martha E. Conway and approved June 18, 2014.



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Solid Waste and Recycling Committee Meeting May 22, 2014

Approved the minutes from April 29, 2014

Chairman Jim Goldstein called the Solid Waste and Recycling committee meeting to order at 8:30 a.m. in the Chambers on the second floor of the County Office Bldg. in Wampsville, NY.

Those in attendance were Chairman Jim Goldstein and Solid Waste Director James A. Zecca. Solid Waste Committee members in attendance were: Supervisors James Raffte, Scott Henderson and Richard Bargabos. Supervisor Darrin Ball was absent. Also present were, Russ Hammond, Operation Manager, Kevin Voorhees of Barton and Loguidice, Attorney Bill Buchan, Sharon Driscoll Recycling Coordinator and Mary Bartlett, Assistant Recycling Coordinator.

Approve Solid Waste Minutes from March 18, 2014 –

Motion by S. Henderson to approve the Solid Waste and Recycling committee minutes for April 29, 2014 seconded by R. Bargabos and approved.

ARE Park agenda - water and sewer updates --

K. Voorhees reported that Chairman John Becker had signed the engineering agreement from Barton & Loguidice for the water project and sent the agreement back to B&L. The committee advised B&L not to move forward with this agreement until the actual contract is received from New York State Empire State Development.

He reported that the final sewer line design review will take place next month (June). B&L will be ready to go out to bid next month (June) on the sewer project. We are going to pursue the EFC loan. "The main goal is to apply for a long term low interest loan."

Voorhees told the committee that there was some concern from EFC regarding the environmental review. They have their own process SERP. What they need from us is documentation to put in file. On May 20, 2014 they asked for specific documentation. B. Buchan will send them a complete packet of all documentation so that we (Madison County) can move on to the next stage of the funding process. Voorhees felt that part of the process should be able to be accomplished quickly.

During the May, 2014 Board of Supervisors meeting each department was asked to come up with a project that could benefit the County as a whole from the \$11 million payment received from the Oneida Indian Nation (OIN). Director J. Zecca reported that the Dept. of Solid Waste is coming up short on grant funding for the sewer project.

Suggestions from the committee included submitting the \$3 million sewer project as a worthwhile and beneficial project to be considered for a portion of the OIN \$11 million funding. The committee unanimously agreed that the \$3 million sewer project and costs related to establishment of the ARE Park i.e. legal fees, engineering costs and archeological surveys of \$110,057.23 related to the establishment of the ARE Park should be submitted to the Board of Supervisors for consideration as a benefit to the entire County.

Chairman Goldstein asked if the committee was in agreement that the \$3 million sewer project is the best project for the Solid Waste Dept. to put forward if we are going to tap into the \$11 million OIN funding. Everyone agreed.

Miscellaneous Discussion—

Plastic to Oil –

J.U.M. Global will be putting forth an independent application for a grant to build a facility at the ARE Park. Madison County will give a letter of support as it is hoped that J.U.M.Global will become one of the first business to locate in the ARE Park development.

Director Zecca mentioned that O'Brien and Geer is partnering with JBI. JBI wants to sell their units @ a cost of approximately \$9 million per unit.

Johnson Brothers Drying Kilns – It was reported that the 2 acre piece of property being sold to Johnson Brothers Lumber is in the process of being transferred to the Cazenovia Lumber mill. The attorneys are working through title issues. Because Johnson Brothers is planning to use the Solid Waste Departments existing entrance (driveway) to access their two acre parcel, thus an easement must be established. The Solid Waste committee will be moving the easement forward. The easement will provide Johnson Brothers with access to site as long as they follow all requirements.

CRT Collection –

Recycling Coordinator S. Driscoll reported that the six CRT collections held in April and May at various locations throughout the County were extremely successful, taking in 35.13 Tons of material. The collection in Cazenovia was the largest with 11.15 tons, Chittenango took in 8.36 tons, Canastota 4.99 tons, and Wampsville 4.15 tons, Morrisville 3.49 and 3 tons in Hamilton.

Director Zecca reported that there was a big discussion regarding disposal of electronics at the recent Solid Waste and Recycling conference in Lake George. According to new laws manufacturers are supposed to take back monitors and televisions. However, the new law has a

loophole; once the manufacturer reaches their quota's they are no longer required to take back any more units until the following year. This has created a glut of electronics across the country with no place to go. The electronic recyclers do not want to pay nor do the manufacturers. "Soon we will be in crisis mode; when all landfills in New York State must ban electronic waste," said Zecca.

Manufactures have been squeezing. All of the Solid Waste Associations are asking for e-waste regulations to address this problem, but the New York State Department of Environmental Conservation (DEC) has not put any regulations in place.

SW Dept. long term budget plan projections-

K. Voorhees reported that 2010 was the last time a Long Term Budget Projection was conducted. Two of the conclusions drawn from the 2010 projection were to increase the commercial tipping fee one dollar per ton each year and to not borrow (bond) for future landfill closings or new landfill cell construction. At the time the committee wanted closures and new construction paid out of the built up reserve fund.

Voorhees reported that currently the Dept. of Solid Waste is debt free. The department has been able to contribute to the reserve fund during the past three years and currently, there is \$3.47 million in this fund.

He used this year's budget (2014) to look at money left at end of year (line 6.6 on his projection sheet).

There will not be enough money for big equipment purchases based on the schedule R. Hammond has projected. Minor equipment purchases will come out of top half of analysis. However, in the next 3 or 4 years the department will be in red in regard to reserve account.

Voorhees suggested that because landfill cells 8 and 9 are very small they be bid out at the same time.

Chairman Goldstein noted that last month (April 2014) we had discussion about this; less garbage and more recycling.

R. Hammond reiterated, "Recycling does not pay for itself." The Long Term Budget Projection is based on 60,000 tons of landfill waste per year. We are currently taking in approximately 40,000. Tip fees make up the majority of our revenue."

The committee discussed bio solids. Director Zecca said the department realizes \$30 to \$40 a ton for this material. DeMario is no longer land applying Canastota's bio-solids – that material is coming here, but Chittenango is still land applying bio-solids.

Voorhees projection sheets look at borrowing money to construct landfill cells 8 and 9 – 2.2 on the second projection sheet. This debt service would start in 2015 and using this scenario the department would not go into the red for another 6 years. However, it is important that the

committee and Director Zecca work together to find new revenue sources and the commercial tipping fee continues to increase each year.

Voorhees laid out a bit of history for the committee. He explained that a number of occurrences are responsible for using up a large sum of money from the reserve fund. During the last few years the landfill budget has been paying for ARE Park expenses and the bulk of work on sewer and water line expenses in the amount of approximately \$700,000.00. Eventually, the department will realize a benefit from this expenditure but it is a long term investment and the benefits will not be realized any time soon.

“Right now it is a cost to us,” said R. Hammond. Compaction is better than what was estimated and although tonnage has gone down we still have more than 100 years of life left for our landfill. We need to look at something else to get us to our projection figures of 50,000 to 60,000 tons of trash per year.”

K. Voorhees put forth three Long Term options that could increase revenue:

1. Charge a tipping fee for recyclables and flow control recyclables
2. Bring in outside waste – bio-solids to produce more revenue – (find another county that would be interested in negotiating with Madison County).
3. Create a Countywide pickup (public collection)

R. Hammond suggested that the fee for non-contracted commercial haulers be increased and that the Solid Waste Department look for a new source of trash. We should start by talking with Chenango County.

The committee gave its okay for Director Zecca and Operations Manager R. Hammond to begin contacting other counties to see if they are interested in bringing their trash and/or bio-solids to the Madison County landfill.

One piece of low hanging fruit is sewage sludge. Madison County is permitted to take sludge. Onondaga County treatment facility is taking their sludge to Seneca Meadows. Taking sludge from other Counties would boost our methane production for the waste to energy facility. The committee agreed that Director Zecca and R. Hammond should pursue this option that could bring in additional funding and provide additional methane for the gas-to-energy system.

Sludge is limited to 25% maximum by weight compared to the rest of the waste stream landfilled. The department will pursue other revenue sources. Attorney Bill Buchan is working on updating the County's Flow Control Law. Zecca and Hammond will come back to the committee in June with a proposal.

Social Service work program & recycling coordinator position update

Motion by S. Henderson to enter into executive session for the purpose of discussing a personnel matter seconded by J. Raffte and approved.

Motion by R. Bargabos to come out of executive session seconded by J. Raffte and approved.

Motion by R. Bargabos to expand both the Recycling Coordinator position currently held by Mary Bartlett and the Social Service Work Crew position held by PJ Will by one day at a total cost of approximately \$7,000 which will be covered in the Solid Waste Budget for the remainder of 2014 seconded by J. Raffte and approved.

Miscellaneous Business:

Tire amnesty day –

The committee discussed a suggestion that the Dept. of Solid Waste hold a tire amnesty day. It was reported that Steuben and Broom Counties held tire amnesties and it cost them a lot of money. R. Hammond reported that the department spends \$350 per ton for oversized tire disposal.

Chairman Goldstein reported that the Lebanon Highway Superintendent collected 52 tires and assorted electronics out of ditches in the town. "Having a tire amnesty day is not a good idea."

The committee agreed that holding a tire amnesty day was a bad idea and will not be pursuing this suggestion.

Question regarding Roadside Cleanup --

The Village of Morrisville holds a number of cleanup events during the spring and summer. They want to allocate some of the material they are collecting from these events to the road side event tonnage? (They are charging a fee)

R. Bargabos noted that the tonnage the Dept. of Solid Waste allows is supposed to be for roadside cleanup – not special programs held during the year.

Chairman Goldstein felt to allow the Village to substitute tonnage from other events would be setting a precedent. The committee agreed not to permit this program to be part of the roadside cleanup program.

ARE Park –

Attorney B. Buchan reported that the conservation easement for ARE Park was filed today (May 22, 2014).

Buchan also reported that he had attended a County Planning Committee meeting for a 2 megawatt solar array that is proposed to be located at the landfill site on Buyea Rd. This is to be a power purchase agreement with no outlay from county and would occupy a 10 acre site.

Flow Control of Recyclables--

The committee briefly discussed the case involving Syracuse Haulers. It was Attorney Buchan's opinion that flow control covers source separation of recyclable materials – in the law. Solid waste hearing board considered this and agreed with the law. The Department is still waiting on a court date in Albany appeals Court.

Current Enforcement Officer --

Director Zecca reported that the current Enforcement Officer is very limited in his hours and availability. "He is not getting out in the field as needed. We need to speak with Sheriff Riley and see if we can find someone who has more time to investigate cases as needed.

The committee authorized Director Zecca to contact Sheriff Riley about replacing the current Deputy with a person who has more time to investigate and follow through on cases as needed.

Next meeting –

The next meeting of the Solid Waste and Recycling Committee will be Tuesday, June 17, 2014 at 9 a.m. supervisor's conference room on the second floor of the County Office Bldg. in Wampsville.

Adjourn Meeting –

Motion by J. Rafte to adjourn the Solid Waste and Recycling committee meeting as there was no further business to be discussed second by S. Henderson.

Respectfully submitted by Sharon A. Driscoll for James A. Zecca

Criminal Justice, Public Safety and Telecommunications Committee Meeting

Minutes May 22, 2014

PRESENT: Chairman Roger D. Bradstreet
Vice Chairman Lewis Carinci
Supervisor Richard Bargabos
Supervisor David Jones
Supervisor John Salka

ALSO: Confidential Secretary to the District Attorney Cheryl Williams
E-911 Communications Director Paul Hartnett
Sheriff Allen Riley
Undersheriff John Ball
Supervisor Daniel Degear

The meeting was called to order by Chairman Roger D. Bradstreet at 8:32 a.m. in the Supervisors Large Conference Room.

Minutes:

The minutes of the April 17, 2014, meeting were unanimously approved on the motion of Supervisor Jones and second of Committee Vice Chairman Carinci.

The minutes of the September 10, 2013 meeting (no prior record of approval) were unanimously approved on the motion of Committee Chairman Bradstreet and second of Committee Vice Chairman Carinci.

District Attorney's Office:

Confidential Secretary Cheryl Williams provided the Committee with an update on the collection of DWI fines throughout the County. There are a total of 13 cases totaling \$8,320 in fines between the Village of Canastota and the Towns of Sullivan and Lenox. Letters have been sent requesting payment within 30 days to avoid going back into court.

The District Attorney's Office requested approval for summer office hours of 8:30 a.m. – 4:30 p.m. between Memorial Day and Labor Day. Carinci made a motion to approve the summer hour schedule annually between Memorial Day and Labor Day going forward and for the department to publish the schedule change on their webpage. Bradstreet seconded the motion and it was unanimously carried.

Williams presented the following resolutions:

a. Authorizing the Chairman to enter into an agreement and establishing stipends for 2014-2015 for employees in the District Attorney's Office (Aid to Prosecution Grant)

The Committee unanimously approved the resolution on the motion of Jones and second of Carinci.

b. Authorizing the modification of the 2014 adopted County budget

The Committee unanimously approved the resolution on the motion of Carinci and second of Jones.

Williams reported that her office will be submitting a request for proposal for the New York State Division of Criminal Justice Services 2014-2015 Crimes Against Revenue Program that is due May 30th. The funds (up to \$100,000) would be used to hire a part-time attorney and part-time support staff to generate revenue owed to the State through prosecution of welfare fraud, sales tax cases and unemployment. There would be no expense to the County.

E-911 Communications:

Director Paul Hartnett delivered his report of activities for the month and presented the following resolution:

a. Authorizing the Chairman to enter into an agreement with Upstate Temperature Control

The Committee unanimously approved the resolution on the motion of Carinci and second of Jones.

Hartnett met with Verizon Wireless at the County's Carey's Hill Road tower site on April 29th to negotiate the leasing of our tower to increase their coverage area in the county. It is a long process and he has not heard back from them to date.

Hartnett reported that they are working on incorporating 911 text messaging into their 911 center; however, equipment needs updating before it can be made available.

Hartnett attended a County Police Chief's meeting on May 21st to discuss the RMS project. Most police departments stated they will not be using the RMS system because they do not have it in their budget to purchase air cards for the laptop computers (\$480 per car). Hartnett was asked to draft a letter to individual police departments requesting their cooperation as going to the State system would be more costly for them. The County will provide them with the laptops at no cost once they purchase their air cards. Target implementation of the RMS system is November 2014.

Sheriff's Office:

Sheriff Riley presented the following resolutions:

a. Authorizing attendance at an out-of-state conference (District Attorney)

The Committee unanimously approved the resolution on the motion of Salka and second of Jones.

b. Authorizing the Chairman to apply for a grant from the New York State Division of Homeland Security and Emergency Services – FY 2014 State Homeland Security Program (SLETTP)

The Committee unanimously approved the resolution on the motion of Jones and second of Carinci.

c. Authorizing Chairman to enter an agreement

The Committee unanimously approved the resolution on the motion of Salka and second of Jones.

d. Authorizing modification of the 2014 adopted County budget

The Committee unanimously approved the resolution on the motion of Carinci and second of Jones.

e. Authorizing modification of the 2014 County budget

The Committee unanimously approved the resolution on the motion of Salka and second of Carinci.

Public Safety/County Security

Bradstreet would like to add Public Safety/County Security to the \$11 million wish list. The Committee discussed looking at security cameras for all building lobbies, concrete abutments at the Building 4 main entrance, and panic buttons at the Treasurer's Office, Sheriff's desk in lobby and/or DMV. The Committee also discussed merging the different security camera platforms once the 911 tower camera contract expires.

Sheriff Riley stated the Joe Treglia met with BOCES to discuss merging camera systems allowing the Sheriff's Office the ability to log into their cameras during an emergency. The goal is to have this ability in all County schools.

Sheriff Riley will contact vendors for a site evaluation to get quotes on installing cameras in all County building lobbies.

Jail Staffing Analysis

The State Corrections is conducting a jail staffing analysis. After the State analysis, the County will likely be required to hire more corrections staff. Sheriff Riley stated that the corrections staff averages 1,000 hours of overtime per month, with 5,960 hours of overtime to date in 2014. Additional staff would be funded through the current costs that are allocated to overtime and comp time and address the safety and liability issues.

The State may also require the County to hire more full time nurses. Two nurses resigned this year due to pay and hours. The County pays \$22/hour while their peers start at \$32/hour. The Sheriff's Office currently has one full-time nurse that will be retiring next year. This nurse provides services to 107 inmates with little or no support. Part-time and per diem nurses do not stay long. The nursing activities at the jail require a minimum of 2 full-time nurses and a part-time nurse to be effective. Addressing the Sheriff's nursing shortage would also address the nursing requirements of Mental Health. A pay increase is merited and needs to be addressed with the bargaining unit. The option of private care would be much more expensive. Degear stated that this should be a high priority on our \$11 million wish list.

Army Humvee List

Sheriff Riley received a call from the Army letting him know that the Sheriff's Office is on the surplus list for a free High Mobility Multipurpose Wheeled Vehicle (HMMWV). Riley will discuss with the County Administrator and Chairman of the Board before responding.

K-9

The Sheriff's Office is currently looking for a K-9 dog. Also, Wanderers' Rest Humane Association is providing animal abuse education to DSS and the Sheriff's Office.

Other Committee Business:

Government Official/Emergency Responder License Plates

The state Department of Homeland Security and Emergency Services is accepting applications for special license plates for government officials and emergency responders. Degear questioned whether there are other options for emergency responder identification. The Sheriff's Office will design a placard for town supervisors that can be placed on their visors for an emergency response event that he will share with the Committee for review and approval. Before distributing the placards, it was recommended that elected officials receive training on their authorities and roles during an emergency situation. Undersheriff Ball will forward information to the Committee on the 4-hour emergency response course for elected officials.

Emergency Preparedness

Supervisor Dan Degear addressed the County's Hazardous Mitigation Plan and Emergency Response Plan and stressed the importance of working the plans to better manage and prevent emergency events. Degear recommended holding annual meetings with each town to review their plans for feasibility, any necessary revisions, and to manage the implementation.

Executive Session

A motion was made by Salka to enter into executive session to discuss the performance of an employee; Bradstreet seconded the motion and it was carried unanimously.

A motion was made by Bradstreet to exit executive session; Jones seconded the motion and it was carried unanimously.

The Committee adjourned at 10:28 a.m. on the motion of Carinci and second of Bargabos.

Next Meeting Date:

June 19, 2014 at 8:30 a.m. in the Atrium Conference Room.

Respectfully submitted by Christine J. Coe for Chairman Roger D. Bradstreet and approved on June 19, 2014.

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

May 22, 2014 – 10:30 A.M.- Supervisors' Large Conference Room

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

PRESENT:

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

Absent: Eve Ann Shwartz

Supervisors: Roger Bradstreet, and Dan Degear

County Staff: Christine Coe, Cindy Edick, Jamie Hart, Scott Ingmire, Becky Marsala, Thomas Reichel, and Gwen Williamson

Additional Present: Marie Anselm, Bill Buchan

Meeting called to order at 10:31A.M. by Salka.

A-1: The April 17th meeting minutes were unanimously approved on a **MOTION** by Jones and seconded by Rafte. 10:32 A.M. 4/0/0

The May 13th meeting minutes were unanimously approved on a **MOTION** by Moses and seconded by Jones. 10:32 A.M. 4/0/0

A-2: Cindy Edick presented the Sales Tax update. The County is in good shape if things keep on the same trend.

A-3: Becky Marsala presented the Utica Street update. The Utica Street parcel will be auctioned at the County Land Tax Auction along with the other parcels in September. It will require a special deed due to the environmental easement. Marsala also noted that the building is coming down soon on the Canal Road property in the Town of Lenox.

A-4: Tom Reichel presented the Career Center update. The traffic at the center has been steady. The unemployment rate is down from 8.3% to 6.5%, most likely due to seasonal adjustments. There will be a Workforce Development Counselor vacancy needing to be filled soon due to an upcoming retirement. The CNA training is almost done and all nine participants stayed in the program and will be taking their certification testing.

A-5: Scott Ingmire and Bill Buchan presented the MC Solar Project update. The County is looking into a 2 mega-watt solar project. Various options are being reviewed. There are many options to consider such as; a power purchase agreement that does or does not include municipalities as well as the County buildings; a system that would be financially backed by local investors; the County becoming an investor themselves; the County actually purchasing the system outright, and many more. The landfill has set a precedent with a smaller system. Buchan noted that the County already has a "municipal utility service" in place. There will be further discussion at the Ad Hoc Energy Committee/ Public Utilities Services Committee meeting which will be set up as soon as possible. Buchan reminded the Committee that the NYSERDA and NY Tax Credits are going away and we need to move quickly to get whatever incentives are still available.

Buchan out 11:07

A-6: Scott presented a brief CGI video promotion item on behalf of Mark Scimone. CGI Communications is interested in high-impact marketing solutions for Counties. The Committee agreed that it is worth looking into, especially if it is truly free as promoted.

Bradstreet in at 11:15

A-7: Marie Anselm presented the AED Program update. AED is working on finishing up the details for Open Farm Day. There are 35 farms participating, 7 of them new to the program. AED hired a Community Educator. Marie noted that according to the Madison County Ag. Census, we have the largest increase in the number of farms in New York State.

A-8: Scott Ingmire presented the Tourism update. (Scott Flaherty provided info to Scott via email). Occupancy tax is up for 2014. Tourism is looking into a program titled "STAR" that would help them track trends and spot opportunities for growth. This system would require voluntary reporting by a minimum amount of those in the hotel industry, and Flaherty is working on getting the information out there to determine if there is interest enough to make this program work. A list of upcoming events was reviewed. Travel Guides will be delivered to Supervisors' offices for distribution soon.

A-9: Resolution presented by Scott Ingmire: The Committee approved a resolution authorizing the Chairman to enter into an agreement with Labella Associates, DPC on a MOTION by Jones and seconded by Rafte. 4/0/0. 11:28 A.M.

Degear in & out here to end of meeting.

A-10: Resolution presented by Mike Magnusson: The Committee approved a resolution authorizing an economic development loan to Blading Services Unlimited, Inc. on a MOTION by Rafte and seconded by Moses. 4/0/0. 11:33 A.M.

A-11: Following discussion the Committee tabled the resolution appointing a member to the Revolving Loan Fund Committee until the June meeting to allow Salka to check with some people he knows with banking experience from the southern part of the county for the position.

A-12: Resolution presented by Scott Ingmire: The Committee approved a resolution authorizing the county to provide aquatic vegetation harvesting services to Madison County lakes on a MOTION by Rafte and seconded by Jones. 4/0/0. 11:42 A.M.

A-13: Resolution presented by Scott Ingmire: The Committee approved a resolution authorizing the Chairman to sign the Tri-County Consortium Agreement and the Chief Local Elected Officials Agreement with the counties of Herkimer and Oneida for the operation of programs funded under the Workforce Investment Act on a MOTION by Moses and seconded by Rafte. 4/0/0. 11:44 A.M.

A-14: Scott Ingmire presented the Consolidated Funding Application update. The application is due June 16th and Kipp Hicks is the contact. One option for consideration is the Oneida Main Street project, and we may have an edge on NY Rising related projects.

Additional item: Tom Reichel noted that the Career Center is currently underused during the evening hours. They plan to work with BOCES to submit a grant that would allow for training to be held at the center after hours, similar to the CNA training that has been going on the past few months.

Rafte out 11:47 A.M.

A-15: Jamie Hart presented the Buy Madison Week update. The Planning Department worked cooperatively with the IDA, AED, MC Tourism and Chambers of Commerce to promote Buy Madison Week. This promotion included preparing and running a press release, updates on social media, scratch-off tickets, promotional materials and matching grant funding. There were four main events: a fashion show, a poker walk, a shopping event and the Taste of Oneida event. Hart also noted that the Buy Madison

Facebook page now has over 900 likes, and the demographics show that the majority of interest is from women.

A-16: Scott Ingmire presented the NY Rising update. The notification came in February that 3 million in funding would be available and the "wish-list" of possible projects was due my March 15th. The list was sent and there has been no response or updates since that time. Inquiries have been made repeatedly to no avail, and it is most likely too late for any projects to still happen this year.

A-17: New Business presented by Dave Jones. The Farm Bureau is requesting that the County oppose proposed changes to the Clean Water Resolution. The EPA is trying to simplify the definitions to make the process easier, for example defining the difference between a ditch and a stream, or defining specifically what is regulated and what is not. Salka said that the Farm Bureau would need to make a presentation to the Committee in order to be better informed and have opportunity to ask questions. Jones will contact John Wagner to request a presentation at the June meeting.

A-18: The next scheduled meeting date will be June 19th, 2014 at 10:30 A.M. in the Supervisors' Large Conference Room.

A-19: The meeting was adjourned on a MOTION by Moses and seconded by Jones. 3/0/0. 12:05 P.M.

Respectfully submitted: Gwen Williamson

Sign in Sheet

Planning, Eco. Dev., Environ. & Intergov. Affairs	
Date of Meeting:	MAY 22, 2014
John Salka	
Cliff Moses	Cliff Moses
Jim Rafte	Jim Rafte
Eve Ann Schwartz	
Dave Jones	Dave Jones

Others Present:

Steve Williamson
Christine Cox
Rebecca S. Kinsale
Cindy Edeck
Tom Ruffel
H. Chyni
William P. Johnson, Esq.
[Signature]

MINUTES
FINANCE, WAYS AND MEANS COMMITTEE
May 29, 2014

Present:

Committee: J. Reinhardt, J. Pinard

County Staff: S. Makarchuk, R. Marsala, M. Scimone, S. Trexler, J. Wisinski

A quorum not being present, J. Reinhardt called the meeting informally to order at 9:14 a.m.

I. Treasurer's Office Reports

J. Reinhardt reviewed an Analysis of Sales Tax Receipts, Analysis of Off-Track Betting Revenue, and Actual Medical and Prescription Claims Payments.

R. Marsala discussed the Town of Hamilton tax collection by the County. She stated 2014 went well, accuracy and cash flow increased, and the County was able to cover associated expenses. She expects that a resolution will be forthcoming for the 2015 Town of Hamilton tax collection by the County.

S. Makarchuk distributed the Contingency Fund activity and balance report, which the Committee discussed.

Committee member D. Ball entered the meeting at 9:25 a.m. A quorum being present, J. Reinhardt called the meeting to order at 9:31 a.m.

II. Approval of Minutes

Motion by D. Ball to approve the minutes of the May 1, 2014 meeting; second by J. Pinard. Motion unanimously approved. Motion by J. Pinard to approve the minutes of the May 13, 2014 meeting; second by J. Reinhardt. Motion unanimously approved.

III. Resolutions

1. Authorizing the Modification of the 2014 Adopted County Budget – Motion by J. Pinard to approve the resolution; second by D. Ball. Motion unanimously approved.
2. Establishing the Salary of the Purchasing Agent and Modifying the 2014 Adopted Budget – Motion by D. Ball to approve the resolution; second by J. Pinard. Motion unanimously approved.
3. Authorizing the Modification of the 2014 Adopted County Budget – Motion by D. Ball to approve the resolution; second by J. Pinard. Motion unanimously approved.
4. Authorizing the Modification of the 2014 County Budget – Motion by J. Pinard to approve the resolution; second by D. Ball. Motion unanimously approved.
5. Authorizing the Chairman to Execute an Agreement for Lien and Title Search Services – Motion by J. Reinhardt to approve the resolution; second by D. Ball. Motion unanimously approved.

6. Approval of Application for Refund and Credit of Real Property Taxes Under Section 556 of the Real Property Tax Law – Motion by D. Ball to approve the resolution; second by J. Pinard. Motion unanimously approved.

IV. Adjournment

1. The next meeting is scheduled for Thursday, June 26, at 9:00 a.m. It is anticipated that there will be discussion regarding the use of the \$11 million Settlement Agreement payment at this meeting.
2. Motion by D. Ball to adjourn the meeting; second by J. Reinhardt. Motion unanimously approved. Meeting adjourned at 10:00 a.m.

Respectfully submitted,



Sally G. Makarchuk
Deputy Madison County Treasurer

MADISON COUNTY DEPARTMENT OF PERSONNEL/CIVIL SERVICE

COUNTY OFFICE BUILDING
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Eileen M. Zehr
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Ryan D. Aylward
Director of Labor Relations
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GOVERNMENT OPERATIONS COMMITTEE

May 29, 2014

Minutes

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

Also Present: R. Aylward, L. Blodget, B. Cain, E. Chase, J. Colburn, M. Fitzgerald, T. Flynn, D. Hansen, M. Heatley, B. Johnson, M. Lusher, T. Mullet, J. Pennfield, S. Prievo, A. Riley, R. Romano, M. Scimone, D. Scriber, M. Smith, J. Swidowski, T. Theroux, A. Vaughn, T. Wayland-Smith and E. Zehr

Absent: E. Shwartz

J. Reinhardt called the meeting to order at 10:30 a.m.

I. MINUTES – Minutes from April 29, 2014 and May 13, 2014 - Motion by C. Moses to approve the minutes from the above dated committee meetings. Second by R. Bono. The motion was unanimously approved.

II. RESOLUTIONS

- A. Retiree Recognition - Motion by R. Bono to approve the resolution. Second by C. Moses. The motion was unanimously approved.
- B. Authorizing Attendance at Out of State Conference – DA's - Motion by C. Moses to approve the resolution. Second by R. Bono. The motion was unanimously approved.
- C. Authorizing an Amendment to the Administrative Services Agreement with EBS-RMSCO, Inc. - Motion by R. Bono to approve the resolution. Second by C. Moses. The motion was unanimously approved.
- D. Authorizing the Chairman to Enter into an Agreement for Fully Insured Disability Administration Services - Motion by C. Moses to approve the resolution. Second by R. Bono. The motion was unanimously approved.
- E. Authorizing the Chairman to Renew an Agreement with ProAct - Motion by R. Bono to approve the resolution. Second by C. Moses. The motion was unanimously approved.
- F. Authorizing the Chairman to Enter into an Agreement - IT - Motion by R. Bono to approve the resolution. Second by C. Moses. The motion was unanimously approved.

- G. Authorizing the Chairman to Enter into an Agreement – Salary Study - Motion by R. Bono to approve the resolution. Second by C. Moses. The motion was unanimously approved.
- H. Establishing the Salary for a Purchasing Agent and Modifying the 2014 Adopted Budget - Motion by D. Degear to approve the resolution. Second by R. Bono. The motion was unanimously approved.
- I. Establishing Stipends for 2014-2015 for Employees in the District Attorney's Office - Motion by C. Moses to approve the resolution. Second by R. Bono. The motion was unanimously approved.

III. OTHER

- A. RMSCO - Members from RMSCO presented an annual review of Madison County's traditional health insurance statistics and financials for plan year 2013.
- B. ProAct - Members from ProAct presented an annual review of Madison County's prescription drug coverage statistics and financials for plan year 2013.
- C. Corrections Officer Positions - Sheriff Riley spoke to the committee about staffing in the jail and the number of overtime hours that Corrections Officers are being required to work. He informed the committee that the State Commission of Corrections recently conducted an audit of the jail and expects their report within a few weeks. The Sheriff believes the Commission will likely recommend hiring additional staff. T.W. Smith stated that if the commission determines that the jail is understaffed, liability is a serious concern in the event of an incident in the jail.
- D. Deferred Compensation – T. Theroux of Mass Mutual presented the 2013 plan summary for the County's 457B Deferred Compensation Plan. T. Theroux will return next month to provide the committee with options for replacing underperforming funds in the plan.
- E. Director of Real Property Tax Service - E. Zehr updated the committee on the status of the continued recruitment for the Director of Real Property. There have been 2 new resumes received. E. Zehr will request applications from both potential candidates for further review.
- F. E. Zehr discussed the quotes received for conducting a Management Salary Plan and FLSA exemption study. The committee determined that the proposal submitted by Public Sector HR Consultant was the most comprehensive and thorough proposal. The committee agreed to move forward with that recommendation.

IV. MOTION TO ENTER EXECUTIVE SESSION - Motion by R. Bono to enter executive session. Second by C. Moses. The motion was unanimously approved.

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

Motion to exit executive session by R. Bono. Second by C. Moses.

V. NEXT MEETING: Thursday, June 26, 2014 @ 10:30 a.m.

Motion by C. Moses to adjourn. Second by R. Bono.