

# **SUPERVISORS NOTEBOOK**

For the Month of

*May 2013*

COMMITTEE ON FINANCE, WAYS & MEANS  
COMMITTEE ON PLANNING, ECONOMIC DEVELOPMENT, ENVIRONMENTAL  
AND INTERGOVERNMENTAL AFFAIRS  
COMMITTEE ON SOCIAL & MENTAL HEALTH SERVICES  
JOINT MEETING MINUTES

January 8, 2012 ~11:45 A.M.- Supervisors' Large Conference Room

PRESENT:

Finance Committee: **John Reinhardt**, Priscilla Suits, Russell Cary, Rick Bargabos and Ron Bono  
Planning Committee: **Ralph Monforte**, Russell Cary, James Rafte, Eve Ann Schwartz and Priscilla Suits.  
Social & Mental Health Committee: **John Salka**, Jim Goldstein, Roger Bradstreet, and Alex Stepanski  
Absent: Lewis Carinci  
Supervisors: John Becker, Darrin Ball  
County Staff: Teisha Cook, Cindy Edick, Mike Fitzgerald, Kipp Hicks, Scott Ingmire, Sally Makarchuk, Beth McKellips, Karolyn Sayles, Mark Scimone, Shelley Trexler, Gwen Williamson, and Dr. Jim Yonai  
Press: Caitlin Traynor (Oneida Daily Dispatch)

John Becker called the meeting to order. The three committees were asked to join together to discuss the direction and plan for determining funding for Not-for-Profits as referred to in resolutions 503-505 (2012) dated 12/27/12. Becker noted that each Not-for-Profit (NFP) listed will be asked to supply information such as salaries, planned and past use of county funds, benefits, employee numbers, and future projects as well as financial information, in order to show a more complete picture of need and intention to the committees.

John Reinhardt said that the financial paperwork requested will include balance sheets, profit and loss statements, budget forecasts, expense breakdowns and basic business plan so the committee can find where this NFP fits with others, and to check the trends. It should be determined if funding this NFP fits in with the County's economic development plans, County policies, as well as where it fits in the overall picture for the County. Reinhardt noted that due diligence will be done in order to make an informed decision on funding, or not funding, in the future.

Mark Scimone commented that the Committees should contact him with a list of what they want to see submitted from the NFPs and Mark will draft a letter of explanation and requests so that the committees can receive the data prior to meeting with the NFPs.

Jim Goldstein suggested that a 5-year look-back would be beneficial to help identify trends.

John Salka suggested finding out what the NFP's plans are to lower expenses, meet their own needs, and how they would go on if there are no County funds available to them. NFP's should be asked to provide an overall view of "where they've been, where they are, and plans for the future".

McKellips out at 11:45

Cary suggested considering the County's return on the dollar.

Shwartz encouraged committees to get a better understanding of the NFP's mission, why we started funding that mission and how it fulfills the mission of each supervisor to provide access to services. She urged the committees to consider more than just the financial view but to consider the bigger picture.

Monforte suggested redefining the County's mission. He asked how the County is to determine why some would get funding and not others; what the criteria is. He asked if the County should be basing funding on what is provided to the County.

Becker noted that while the meetings will take place with members of the three committees here today, all the supervisors are welcome.

Goldstein suggested the criteria could be partially based on if the NFP is a necessity or a luxury. In addition, the County will need to consider the end result of limiting the funding, and how that could affect the County.

Cary shared that the funding should not be paid primarily from the land tax, but perhaps from a user's tax.

Monforte suggested looking closely at the budgets of the NFP's to look for ways the County might be able to lessen their expenses. The example he used is the exorbitant insurance costs for NFPs and he noted that the County funding is often going directly to fund the insurance companies. Perhaps there are more affordable options available.

Salka indicated that this process has a two-fold purpose; it will motivate the County to think more creatively, and will define what the County is supposed to be doing as a government.

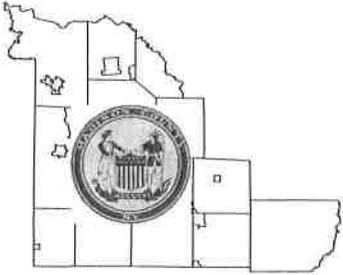
Reinhardt suggested the committees work on defining the County's mission statement.

Becker noted that "hard decisions will have to be made".

The joint committee will send Mark Scimone input for the letter in the next day or two. Mark will email the draft letter to the joint committee for further input and suggestions. The final letter will be sent to the NFPs as soon as possible. Information from the NFPs will be distributed to the oversight committee for review prior to meeting with the NFP. NFP's will meet individually with the joint committee in February. The 1<sup>st</sup> quarterly payments for 2013 were made on the first Board. Further funding is contingent upon the recommendations of this joint committee and the approval of the Board.

Meeting was adjourned.

Respectfully submitted: Gwen Williamson



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**Public Works Committee Meeting Minutes  
February 19, 2013**

Ronald Bono called the meeting of the Public Works Committee to order at 3:05 p.m. in the Atrium Conference Room on the second floor of the County Office Building, Wampsville, NY

*Those in attendance were Public Works Committee Members: Chairman Ron Bono, Alex Stepanski, Scott Henderson, and Roger Bradstreet. Also in attendance were: Joe Wisinski, Highway Superintendent, and Brad Newman, Deputy Highway Superintendent.*

**Acceptance of the Minutes from January 15, 2013.**

**Motion** by R. Bradstreet to accept the minutes, seconded by S. Henderson. All in favor.

**Resolution for Appointing a Member to the Cazenovia Sewer District Board**

**Motion** by S. Henderson to approve the resolution appointing David Vredenburg of Cazenovia, New York to the Madison County Sewer District Board, seconded by A. Stepanski. All in favor.

**Next Public Works Committee Meeting**

The next Public Works Committee meeting will be held at 2:00 p.m. on **Wednesday, March 20, 2013** in the Large Conference Room, second floor of the County Office Building, Wampsville, NY.

**Motion** by to Adjourn Meeting at 3:10 p.m. All in favor.



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## Solid Waste & Recycling Committee Meeting February 19, 2013

Approved minutes from January 22, 2013

Chairman Jim Goldstein called the Solid Waste and Recycling Committee meeting to order at 9:06 a.m. in the Supervisor's Chamber 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, Darrin Ball, Scott Henderson, and Jim Raffte. Also in attendance were Landfill Attorney Bill Buchan, Landfill Operations Manager Russ Hammond, Sharon Driscoll, Media Director and Recycling Coordinator, Mark Scimone, administrative assistant to the Chairman of the Board of Supervisors and Kipp Hicks, Director of the IDA.*

### Approve Minutes –

**Motion** by S. Henderson to approve the Solid Waste and Recycling meeting Minutes from January 22, 2013 seconded by D. Ball and approved.

### Solid Waste Department Business:

#### ARE Park Update – Attorney Bill Buchan & Kipp Hicks

#### Executive Session:

**Motion** by D. Ball to enter into executive session to seek advice of counsel regarding threatened litigation seconded by S. Henderson and approved.

**Motion** by S. Henderson to come out of executive session seconded by J. Raffte and approved.

### ARE Park Update:

K. Hicks reported that he is working with Ciotti, the company that wants to develop a construction and demolition (C&D) recycling facility at the proposed ARE Park. Hicks has been meeting with Lincoln Supervisor Darrin Ball and Jeff Cooper of Ciotti. The group will give a preliminary presentation to the Lincoln Town Board in March.

In other business, a draft contract prepared by Landfill Attorney Bill Buchan will be reviewed by RenAir's legal counsel. RenAir wants to measure the wind velocity at the landfill through the use of balloons and a drone. This exercise would be conducted by RenAir at no cost to the County.

### AG Plastics Update:

J. Zecca reported that an AG group from Onondaga County scheduled a tour on Feb. 21, 2013. He reported that the first load of plastic will be delivered to JBI, Inc. next week.

Continuing, Director Zecca reported that Climax, a South Carolina Company, has contacted us about our AG plastic pilot project. They have a small research and development facility and are using a microwave process to turn plastic into industrial lubricant. We had an initial conference call with their CEO and CO. They talked about the prime material recovery in Canastota and said they are not intimidated by that product. He said that Climax has an impressive package and is currently processing 20 tons of plastic a day. Director Zecca and K. Hicks are both encouraged that now there are two companies interested in capitalizing on Madison County's plastic. It is good to have competition, said Zecca.

### 2012 Annual Report:

Director Zecca addressed the committee, guiding them through the 2012 the Department of Solid Waste Annual report. He began with the five page overview of events and programs that transpired during the year as written and summarized by Recycling Coordinator Sharon A. Driscoll.

The report also featured recycling tonnage charts, a financial report from Waste Management, owners of the Gas Utilization facility, and a report and photographs showing the updates made at two of the County transfer stations during 2012. The report also details the steps taken in 2012 to bring a pilot AG Plastic project to fruition in Madison County.

The total landfilled in 2012 was 45,192.02 tons. The total MRF recyclables in 2012 was 5160.43 tons; the total landfill recyclables was 1072.54 tons with the grand total recycled of 6232.97.

Waste Management paid Madison County \$111,006.32 for methane gas in 2012 and \$12,779.00 for a grand total of \$123,785.32. Of that total, \$20,000 a year goes to reimburse the County budget, according to Director Zecca.

LOJO'S technologies collected 382,860 pounds of electronics.

The Madison County/Rescue Mission Reuse store opened for business in July of 2012. The store was established for a number of reasons: first to meet the requirements put forth by the Department of Environmental Conservation (DEC); second to provide usable items at a reasonable cost for low and moderate income families. To satisfy the DEC requirements the Department of Solid Waste began to weigh all items sold at the store in November. During November the store sold 231 pounds of material – 167 pounds in December, 2012 and 543 pounds in January of 2013.

The Department of Solid Waste was asked to help Bridges establish a Safe pill collection in 2009. The first Safe Pill Collection was held September 12, 2009 and collected 140 pounds of pills. Since that time the two organizations have held six more Safe Pill collections in 2010, 2011 and 2012. Also, a drug kiosk was placed in the lobby of the County Office Bldg. in June of 2012. In all, 2,158.74 pounds of pills have been collected from 728 households.

Also, the Madison County Dept. of Solid Waste was featured in the Conservationist's December 2012 issue. **(See Attachment #1- 2012 Annual Report)**

The report also contained Madison County Deputy Jeff Paul's yearend report.

### 2012 ARC MRF Annual Report:

Manager of the ARC MRF Ken Stone and ARC Executive Associate Director of Enterprise Mike Hullah reported that overall the MRF was \$56,000.00 under budget. He reported that overall 2012 was a good year and noted that Stone and his staff "stayed good to the budget."

He said that the 2011-2012 tonnage was down by 197 tons. He said that there was \$45,000 less revenue in 2012 than 2011, but they were able to keep costs down.

Director Zecca reported that more and more commercial haulers were recycling construction and demolition (C&D) and steel than ever before.

Hullah reported that repair of the wire tie and tracking system was well within the \$2,400 budgeted. He pointed out that the bailer (the heart of the operation) was purchased in 1990 and is treated "like a baby".

### Returnable Bottles and Cans:

Not on the agenda, but discussed by the committee were the returnable bottles and cans collected at the ARC MRF. Currently, these containers are being split up three ways – they are going to Cash for Cans, Caz Cans – both private companies and the new ARC Redemption center.

Following a brief discussion the committee decided to put out a request for quotes.

**Motion** by S. Henderson to put out a request for quotes for the returnable bottles and cans collected at the ARC MRF for a contract period of one year seconded by J. Rafto and approved.

Note: The County will put this out for bid again in January 2014. The quotes for the current contract will be ready for discussion during the March Solid Waste and Recycling committee meeting.

### Syracuse Haulers Case Update:

Attorney Buchan gave an update on the status of the Syracuse Haulers case. The company has submitted a check for \$35,000 as an undertaking in lieu of the civil surcharges imposed by the Solid Waste Hearing Board and affirmed by Madison County Supreme Court pending the appeal to the Appellate Division. Attorney Buchan will hold the undertaking in his client trust account until the appellate division has ruled.

### Madison County Sewer District Bio solids:

Director Zecca reported that the sewer district will experience an increase in bio-solids due to a new brewery opening in Cazenovia. The sewer district historically composts most of their bio solids but with the advent of the brewery there will be more than can be handled through composting. The material has been checked by Barton & Loguidice and a small portion of this material will be disposed of at the County Landfill.

### LF Operations Manager Position Update:

The committee had an in depth discussion regarding Operation Manager Russ Hammonds salary. Mark Scimone and Eileen Zehr were called in to contribute to this discussion.

Personnel Director Zehr conducted a survey of other counties Operation Managers i.e. their salaries and duties. However, Director Zecca felt that this was not a valid comparison as R. Hammond's duties far exceed the current job description.

The question of why Hammond did not start at the same salary as the former Operation Manager continued to be discussed. Director Zecca pointed out Hammond's extensive experience as a heavy equipment operator and contractor. He noted the huge savings to the County that Hammond has brought to the table by doing all of the earth moving and preparation for the landfill cells rather than hiring a private contractor, as was the case in the past. Not to mention the fact that Hammond has recorded 635 hours overtime that he has not been compensated for during the past three years. Hammond is classified as management and is not entitled to overtime pay.

It was pointed out that the former Operation Manager started at the hire rate and worked his way up over 15 or 20 years.

In the end Director Zecca and R. Hammond were asked to document their claims and Zecca was asked to prepare a new position duty statement. Eileen said that perhaps it would be a good idea to take a look at the job classification and maybe it was time for a change.

## Next Meeting

The next meeting of the Solid Waste and Recycling Committee will be held at 9 a.m. Tuesday, March 19, 2013 in the Supervisor's Conference room on the second floor of the County Office Building in Wampsville.

## Adjourn Meeting:

**Motion** by D. Ball to adjourn the Solid Waste and Recycling meeting seconded by S. Henderson and approved.

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

SOCIAL AND MENTAL HEALTH SERVICES COMMITTEE

*VETERANS SERVICE AGENCY*

Committee Meeting Minutes

February 25, 2013

**PRESENT:** John Salka, Chairman - Brookfield  
Alex Stepanski - Stockbridge  
Eve Ann Shwartz - Hamilton  
Lewis Carinci - Oneida Ward 4-5-6  
Mark Scimone - Administrative Assistant  
Donald R. Smith - Veterans Agency Director

**ABSENT:** Jim Goldstein - Lebanon

Meeting called to order by Chairman Salka @ 4:35 in the new Large Conference room, bldg 4, main office building Wampsville campus.

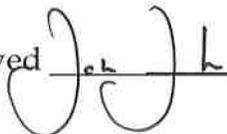
Previous minute

Mr. Smith reviewed minutes of February 25, 2013. Motion by Mr. Stepanski, seconded by Ms. Shwartz. Approved by all & carried.

Discussion:

Mr. Smith recapped the previous monthly statistics and highlights of the current month events. I attended the County American Legion Meeting 2/3/13 in Canastota. Advised the committee that the US Department of Veterans Affairs discontinued its requirement for Eligibility Verification Reports (EVR) for Pensioners. The VA will now cross match with IRS & Social Security. Medical reimbursement will still have to be filed for separately. March 1<sup>st</sup> is deadline for Veterans Property tax exemptions. We are still winning substantial retroactive awards, \$48,000 recently. Two Indigent Veteran Burials this year. The US Treasury set a March 1<sup>st</sup> deadline for direct deposit or Direct express card for all Federal payments. Arrangements are made for the March Board meeting, to present Highway superintendent Joe Wisinski the Patriotic Employer award for his support of the Employer Support of the Guard and Reserve (ESGR) Forces. The FAVOR program has resulted in 145 veterans coming to our office to register and find out about other benefits.

No further veteran business to discuss, the meeting adjourned at 4:55.

Approved  \_\_\_\_\_

Date 3/25/12



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**Joint SW and Recycling Committee Meeting with  
The Native American Affairs & Planning Committee  
March 19, 2013**

Approved minutes from February 19, 2013

Chairman Jim Goldstein called the joint meeting of the Solid Waste and Recycling Committee meeting, the Native American Affairs committee and the Planning Committee to order at 9:03 a.m. in the newly renovated Supervisor's Conference room 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, Darrin Ball, Scott Henderson, and Jim Raffte. Members of the Native American Affairs committee in attendance were: Supervisors Rocco DiVeronica, Henderson, Ball and Raffte. Members of the Planning Economic Development, Environmental and intergovernmental affairs committee were Ralph Monforte, Eve Anne Shwartz, Russ Cary and Raffte. Also in attendance were: John Becker, chairman of the Madison County Board of Supervisors, Supervisor John Reinhardt, chairman of the Finance Ways and Means committee, County Attorney John Campanie, Landfill Attorney Bill Buchan, John Condino of Barton & Loguidice, Landfill Operations Manager Russ Hammond, Sharon Driscoll, Media Director and Recycling Coordinator, Mark Scimone, administrative assistant to the Chairman of the Board of Supervisors, Scott Ingmire, Director of the Planning Dept., Kipp Hicks, Director of the IDA and Gwen Williamson of the planning department.*

**Approve Minutes –**

**Motion** by S. Henderson to approve the Solid Waste and Recycling meeting Minutes from February 19, 2012 seconded by J. Raffte and approved.

## Executive Session –

**Motion** by S. Henderson to enter into executive session to discuss pending litigation seconded R. Cary and approved.

**Motion** by D. Ball to come out of executive session seconded by S. Henderson and approved.

## Ren-Air Landfill Wind Study Update:

K. Hicks reported that a revised contract agreement was presented to Ren-Air for review. Hicks said, they are agreeing to most everything in contract.

B. Buchan noted that the company does not carry a lot of insurance and we will have to figure out a compromise on the insurance. Buchan will talk with Ren-Air's attorney during the upcoming week.

## AG Plastic update:

It was reported that there have been meetings and phone conversations with Climax Global Energy and the folks from Niagara Falls. It seems that JBI Inc. has had a few problems with contaminated/dirty material.

Madison County has a 20-ton tractor trailer ready to be delivered to Niagara Falls. J. Zecca reported that the County is receiving a lot of phone calls and e-mails regarding the AG Plastic pilot project. There is a lot of interest from surrounding counties.

## Sidebar –

Attorney Buchan reported meeting with a group of people from South Korea in regard to equipment that turns plastic into oil. He indicated that these units are fairly reasonable to purchase. "If it is going to work in India, it has to be cheap." He said the cost might be less than a half-a- million.

"If we could purchase a system for Madison County that cost under a million dollar that would be good. The price is coming down. The mystery of how to "crack the code" is going away." He indicated that this price reduction for the equipment changes the entire economic equation. Buchan will meet with the group from South Korea again next month and will report back to the Solid Waste committee in April.

## Alternative landfill cover – paper mill waste –

J. Zecca reported that the County lost the ash contract. The recommendation from B&L for auto fluff at \$12.00 a ton is under consideration, but "we have to be cautious. There may be PCB's may be in this material and we don't want it to wind up in leachate.

Zecca has been in touch with Jim Austin who is working with Climax Global and other companies. Syracuse Fiber is working with other papermills; take paper pulp and turning it into animal bedding. The

county recently took in three loads of paper pulp waste from Syracuse. We have all the necessary documentation. This material has been land applied. R. Hammond tried it at the landfill and said he, liked it better than ash as it is a bit firmer – breaks down and makes methane.

Currently, the County is mining on site soil to be used as daily cover –“it is costing us \$6 a yard.”

**Motion** by S. Henderson approving an agreement with Syracuse Fiber for alternative landfill cover from April 9, through December 31, 2013 seconded by J. Rafte and approved.

### Product Stewardship resolution – NYS Mercury Thermostat Collection bill --

J. Zecca reported that the New York State Product Stewardship Council joined together to Lobby to support the adoption of “The Mercury Thermostat Collection Act (S, 1676), which mandates effective collection and recycling of mercury-containing thermostats in New York State by thermostat manufacturers. He explained that this law, if enacted, would be similar to the e-waste legislation that has generated jobs in NY State. Here in Madison County the ARC took over the collection of e-waste, creating jobs locally.

**Motion** by D. Ball urging state representatives to enact producer responsibility legislation for mercury thermostats sold in New York State seconded by J. Rafte and approved

### Village of Canastota bio-solids disposal proposal --

The committee discussed bio-solid disposal in the Village of Canastota. They generate 2,500 tons of bio-solid each year. The Village’s ten year contract with Demario Brothers is drawing to an end. They are considering disposing of this material at the County Landfill site, but would like a reduced rate.

The committee discussed the pros and cons of a possible agreement with the Village of Canastota.

1. If reduced rate were given to the Village of Canastota others would want the same consideration.
2. The county could consider a reduced rate and in turn ask Canastota to be the County’s back up for leachate disposal if there is a problem with the City of Oneida.
3. An arrangement with the Village of Canastota would give the County a backup for leachate disposal – and the Village’s bio-solids would help the County landfill produce methane.

Director Zecca will schedule a meeting with Village officials to discuss an agreement that is beneficial to both the Village and the County.

### Solid Waste Enforcement Officer Position Update –

Undersheriff John Ball addressed the Solid Waste committee in regard to Deputy Jeff Paul. Deputy Paul was arrested and charged with two (2) felonies. In the days following the arrest, Paul resigned from the Sheriff’s Dept. and also resigned his position as Police Chief for the Village of Chittenango. Ball reported that Paul’s arrest was the result of a 13 month investigation. Continuing, Undersheriff Ball explained

that when Sheriff Riley took over there were allegations against Deputy Paul. Apparently, Sheriff Riley talked with Deputy Paul about these allegations shortly after he took office. Following the investigation a plea bargain was struck between the District Attorney and Deputy Paul.

The Sheriff's Office would like to continue the position that Deputy Paul held with the Dept. of Solid Waste. However, one of their concerns is that there is no oversight (guidance). Ball indicated that the Sheriff would require that this position be more structured, which will be a benefit to both the Solid Waste Dept. and Law Enforcement.

After discussing requirements for this position that were outlined in a document from Onondaga County and requirements the Sheriff would like to see put in place the committee felt that this position was, "a kin to code enforcement." The procedures—99 percent of the time -- are civil, with illegal dumping, vehicle and traffic violation added in. There is value to having a deputy, but the core of this position is basically dealing with civil procedure.

Director Zecca wanted to be informed of the pros and cons. There aren't many other counties in the state that have solid waste enforcement officers according to Director Zecca. "Once again we are unique; leading the way." He told the committee and Undersheriff Ball that enforcement is an important part of the County's program.

D. Ball, a solid waste committee member and the Supervisor for the Town of Lincoln (the town where the landfill is located) said that the landfill effects "my town more than others – dumping on town roads, trash flying from vehicles etc. Ball liked what he saw in the document from Onondaga County.

This position would be a part time, with the officer working for the Sheriff's Dept. and the Dept. of Solid Waste. The position would be reimbursed by the Dept. of Solid Waste. Undersheriff Ball said that currently there are three, maybe four candidates looking at this position.

The committee wants to fast track a job description. The position would have to be approved by County Administrator Mark Scimone, who said the 60 day waiting period would be waived.

Attorney Buchan will rebuild Onondaga County's job description and send it to J. Zecca for approval.

### Safe Pill Collection –

S. Driscoll asked Undersheriff Ball if he would assign a deputy to supervise the Safe Pill Collection on Saturday, April 27 from 9 a.m. to 1 p.m. In the past Deputy Paul was in charge of this project. Ball took down the information and said he would take care of assigning a deputy for the April 27 event at the Landfill.

### Landfill Excavator Replacement Bid –

**Motion** by S. Henderson authorizing Russ Hammond to go out to bid for a new excavator at an estimated cost of \$200,000 second by J. Rafte and approved.

### Upstate lab update – terminate current agreement –

J. Condino of Barton and Loguidice recommendation that the Dept. of Solid Waste terminate its contract with Upstate Laboratories as soon as possible. He recommended that J. Zecca get approval “today from your committee to stop any further testing. Upstate Labs have been test monitoring wells and conducting field samplings. John Benson’s crew is available to take up field samplings, said Condino.

It was noted that the analytical testing is about same but field work is about \$3,000 more expensive. He explained that there are very few labs that do this type of sampling.

**Motion** by S. Henderson to terminate the contract with Upstate Laboratory for breach of contract and failure to maintain state ELAP certification seconded by J. Rafte and approved.

**Motion** by S. Henderson authorizing Barton and Loguidice to monitor the test wells and do field samplings for the next quarter until the Dept. of Solid Waste can go out to bid for another laboratory to do this work for the County. Seconded by J. Rafte and approved.

### Solid Waste Attendant –

Bill Looft, a motor equipment operator (MEO), will be retiring at the end of March 2013. J. Zecca would like to change the title of this position from an MEO to a Solid Waste Attendant. This will reduce the hourly rate and provide a financial savings for the department.

**Motion** by J. Rafte to approve the title change from MEO to Solid Waste Attendant second Darrin approved.

### Next meeting –

The next meeting of the Solid Waste and Recycling Committee will be at 9 a.m. Tuesday, April 16, 2013 in the Supervisor’s conference room on the second floor of the County Office Bldg. in Wampsville.

### Executive Session –

**Motion** by D. Ball to enter into executive session at 10:48 a.m. to discuss Director James Zecca’s Performance Appraisal seconded by J. Rafte and approved.

**Motion** by D. Ball to come out of executive session seconded by J. Rafte and approved.

### Adjourn Meeting –

**Motion** by D. Ball to adjourn the Solid Waste and Recycling meeting seconded by J, Rafte and approved.

Respectfully submitted by Sharon A. Driscoll

COMMITTEE ON FINANCE, WAYS & MEANS and  
COMMITTEE ON NATIVE AMERICAN AFFAIRS and  
COMMITTEE ON PLANNING, ECONOMIC DEVELOPMENT and  
COMMITTEE ON SOLID WASTE & RECYCLING  
JOINT MEETING MINUTES

March 19, 2013 9:00 A.M.- Supervisors' Large Conference Room

PRESENT:

Finance Committee: **John Reinhardt**, Russell Cary, and Ron Bono

Native American Committee: **Rocky DiVeronica**, John Reinhardt, Scott Henderson, Darrin Ball (9:11)

Planning Committee: **Ralph Monforte**, Russell Cary, James Rafté, and Eve Ann Schwartz (9:28)

Solid Waste & Recycling Committee: **James Goldstein**, Scott Henderson, Darrin Ball and James Rafté

Absent: Rick Bargabos, David Coye, Alex Stepanski and Priscilla Suits

County Staff: John Becker, John Campanie, John Condino, Sharon Driscoll, Russell Hammond (9:07), Kipp Hicks, Scott Ingmire, Mark Scimone and Gwen Williamson

James Goldstein called the meeting to order. 9:01 A.M.

A **MOTION** was made by Scott Henderson and seconded by Russ Cary to enter into executive session due to impending possible litigation. 9:01 A.M.

The Committees came out of executive session on a **MOTION** by Darrin Ball and seconded by Scott Henderson at 9:41 A.M.

The Planning Committee moved to the Atrium Conference Room to continue the individual Planning Committee meeting.

PRESENT:

Planning Committee: **Ralph Monforte**, Russell Cary, James Rafté (11:12), and Eve Ann Schwartz

County Staff: John Becker, John Campanie (11:13), Cindy Edick, Scott Ingmire, Becky Marsala, Jim Petreszyn (10:22~), John Reinhardt, and Gwen Williamson

Meeting was reconvened at 9:46 A.M.

A-1: The February 19, 2013 and the Feb 27, 2013 minutes were unanimously approved on a **MOTION** by Cary and seconded by Shwartz. 9:47 A.M. 3/0/0.

Additional Item: John Reinhardt noted that thank-you letters have been sent out to all the not-for-profit agencies that presented to the joint committees last month. The letters also included notification of anticipated 2014 budget cuts estimated at or around 35%.

A-2: Cindy Edick presented the Sales Tax Update. The Sales and Use Tax revenue is up by a significant amount over last year's distribution numbers. The Local Vehicle Use Tax revenue is down as well as the Off-Track Betting Revenue. Medical Claims Expenses continue to increase showing a year-to-date increase of approximately 26% over last year. The ProAct Prescription Claims are up and although the CanaRx program is still underused, there may be a renewed willingness to promote this program.

A-3: Scott Ingmire presented the Career Center Update. The unemployment rate for January 2013 is up to 10.6%, and Scott indicated that January tends to be high. The Career Center Usage Report shows the numbers holding steady at approximately 67 visits per day.

A-4: Scott presented the WIA Funding Update. The NYS sequestration will adversely affect the WIA with cuts of 5-9%. The estimated impact to the 2014 budget year will be around \$20,000.00 – \$30,000.00.

Scott briefly mentioned that there seems to be some momentum to replace W.I.A. with S.K.I.L.L.S. More information will be forthcoming when and if this becomes more imminent.

Scott informed the Committee that the Summer Youth Program will be affected by the anticipated increase in minimum wage, by limiting the number of children that can be hired.

A-5: No update at this time.

A-6: Becky Marsala presented the Tax Delinquent Property Update. Haroff Auction and Realty Inc. has been contacted and are interested in coordinating the property auction again this year. Monforte said to go ahead and pursue that. Becky suggested holding the auction at The Kallet. She has spoken with them and will firm up the plans pending this Committee's input. All agreed that The Kallet is a feasible option.

Becky and the Committee reviewed eight parcels in the process of being prepared for possible sale at the upcoming auction. Three were approved for auction, four are still in the process and one has been pulled at this time.

During the discussion on parcel #8, Jim Petreszyn joined the meeting to discuss a possible option to use this parcel as part of a trade with NYS in order to obtain a highly desired piece (which would be instrumental in allowing timber to be harvested from a 30-40 acre piece of land the County already owns, that is currently not accessible. Jim has been authorized to try to make the best deal possible and to report back to this Committee at the next meeting.

John Becker made a **MOTION** and then amended the motion as follows: Motion to charge Becky Marsala to check with Tina Wayland-Smith to see if it could be arranged to sell the properties (1-7) at a separate auction on the courthouse steps as soon as possible. The **MOTION** died as there was no second.

Marsala and Petreszyn out at 10:36

A-7: Scott presented the Madison Transit Update. Scott shared a "power point" presentation of the Madison Transit System in 2012. Following discussion it was agreed that the system, although improved, is still not the best use of County resources. It is a lot of investment being utilized by a very small portion of the residents. Ingmire noted that Birnie Bus has indicated a desire to present a proposal, and the Committee agreed that if they bring in a proposal, the committee is willing to hear it.

Scimone out 10:51

A-8: Based on the above conversation and the possibility that Madison Transit will not be funded after May 31st of 2013, the resolution to pay one half the cost for the replacement of a blown bus engine was declined.

A-9: Scott presented the Solarize Madison Update. The RFP's have gone out for Round 2. Eight responses have been received, which were narrowed down to four. Interviews for those four will be on Friday (March 22, 2013).

Jan Myers (Morrisville Student and organizer for Solarize in 2012) is approved for an internship with AmeriCorps through a local sponsor. We are hoping to match that with \$3,160, and Scott asked if the Committee would be agreeable to paying for some or all of that with money left over from a planning assistant position that was not filled. 450 hours of work would be required and Jan could be used for other office tasks (Climate Action plan for example). More detail will be provided in the future.

Rafte and Campanie in 11:12-11:13

A-10: Scott Ingmire led the Intermediary Relending Program Discussion. Scott met with the USDA last week to review the County responsibilities for processing loans from this fund. He handed out a three page list of explanation and requirements. Some of those requirements discussed were:

- 1) Changing every department's letterhead
- 2) Each loan would require SEQR, SHPO, Tribal Consultation, threatened or endangered species, wetlands, and floodplains environmental reviews.
- 3&4) Each loan site will be visited by both the County and the USDA for environmental review and approval
- 5) Compliance by each recipient with: Title VI Civil Rights Act of 1964, Title IX Education Amendments of 1972, Section 504 Rehabilitation Act of 1973, Age Discrimination Act of 1975, American with Disabilities Act and Executive Order 12898, Environmental Justice
- 6) Annual loan entity visit and review by County and USDA
- 10) County would have to start paying interest in 1 year if we don't spend the money,
- 12) Focus on racial/gender equality to include BOS and Revolving Loan Committee
- 13) Time intensive for Planning Department and Mike Magnusson at IDA without administrative compensation,

...and numerous additional reports and requirements.

It was suggested that the County already has money in revolving loan funds that might be used to cover the 750 thousand, without all the stringent and cumbersome requirements. Planning Committee will meet with the AED on April 9, 2013 regarding this option.

Cary made a **MOTION** and Shwartz seconded to have a resolution prepared to terminate the IRP contract. 11:28 A.M. 4/0/0. (with the understanding that AED will be consulted prior to the resolution going before the board)

A-11: No new business at this time

A-12: The next scheduled meeting date is April 18, 2013 at 9:00 A.M. in the Atrium Conference Room.

A-13: Meeting was adjourned on a **MOTION** by Cary and seconded by Shwartz. 11:13 A.M.

Respectfully submitted: Gwen Williamson

**MADISON COUNTY  
DEPARTMENT OF MAINTENANCE**

**Kevin F. Loveless  
Building Maintenance Supervisor**



**138 North Court Street  
County Office Building  
Wampsville, NY 13163**

**(315) 366-2259  
(315) 366-2511 (fax)**

## **Buildings and Grounds Committee Meeting**

*Minutes March 20, 2013*

**PRESENT:** Chairman Ron Bono, Vice Chairman Roger Bradstreet, Supervisor Alexander Stepanski; County Administrative Assistant Mark Scimone, Buildings and Grounds Supervisor Kevin F. Loveless, Senior Planner Jamie Hart

**ABSENT:** Supervisors David L. Coye and Scott Henderson

The meeting was called to order at 2:37 p.m. in the Supervisors Large Conference Room.

**Minutes:** The minutes of the regular meeting Feb. 19, 2013, were unanimously approved on the motion of Supervisor Alexander Stepanski and second of Vice Chairman Roger D. Bradstreet.

**Air Quality Survey:** Buildings and Grounds Supervisor Kevin F. Loveless reported that test results from Green Home on samples collected in the County Clerk's Office were determined to be within normal limits/acceptable range. The results were forwarded to the Personnel Department.

**Vending Equipment:** The consensus of the Committee was to decline further requests for candy dispensing equipment on campus upon the request of Edlo Vending Company. County Administrator Mark Scimone said he would notify the requester of the declination. Scimone said at one point there were no contracts for the vending machines in the first-floor hallway of the County Office Building.

**Key Return Policy:** The process of including the Maintenance Department on a memo distributed by Personnel regarding employees separating from the County appears to resolve the issue of unreturned keys. Maintenance is following up the memo with a reminder email to the responsible department head.

**MEGA:** Senior Planner Jamie Hart spoke to the committee about her research on energy and MEGA. She said she thinks the potential savings are worth a second look. The consensus of the Committee was to invite MEGA representatives in to present at the April 17 meeting. Hart said she would try to set something up for 2:30 p.m. or 2:45 p.m. at the April meeting.

Chairman Ronald Bono said it was imperative that the entire committee attend the presentation, which was the consensus of those present.

**Executive Session:** The Committee entered executive session at 3:23 p.m. to discuss the performance reviews of several individuals on the motion of Stepanski and second of Bradstreet. The Committee exited executive session on the motion of Bradstreet and second of Stepanski.

**Motion to Adjourn:** The meeting was adjourned after exiting executive session at 3:40 p.m. on the motion of Bradstreet and second of Stepanski.

**Next Meeting Date:** April 17, 2013, immediately following the 2 p.m. Public Works Committee meeting in the Supervisors Large Conference Room.

**NOTE: MAY MEETING WILL BE HELD IN THE ATRIUM CONFERENCE ROOM.**

*Respectfully submitted March 25, 2013, by Martha E. Conway for Kevin Loveless and approved April 17, 2013.*

*Kevin F. Loveless, Madison County Buildings & Grounds Supervisor*



**Madison County  
DEPARTMENT OF HIGHWAYS  
139 North Court Street  
P.O. Box 15  
Wampsville, NY 13163**

**F. Joseph Wisinski  
County Highway Superintendent**

**PH (315) 366-2221  
FAX (315) 366-2677**

**Public Works Committee Meeting Minutes  
March 20, 2013**

Ronald Bono called the meeting of the Public Works Committee to order at 2:05 p.m. in the Supervisors Large Conference Room on the second floor of the County Office Building, Wampsville, NY

*Those in attendance were Public Works Committee Members: Chairman Ron Bono, Alex Stepanski,, and Roger Bradstreet. Also in attendance were: Joe Wisinski, Highway Superintendent, James Murphy, Operations Manager and Mark Scimone, County Administrator.*

**Acceptance of the Minutes from February 19, 2013.**

**Motion** by A. Stepanski to accept the minutes, seconded by R. Bradstreet. All in favor.

**Review Bid Ref. No.: 13.08 Crushed Stone and Bid Ref. No.: 13.09 Bituminous Concrete**

**Motion** by R. Bradstreet to award to all bidders with selection based on proximity to the work location and product to be utilized, seconded by A. Stepanski. All in favor.

**Review Bid Ref. No.: 13.05 Prefabricated Steel Bridge for Lebanon Road Bridge (LEB-569)**

R. Bono asked J. Wisinski the reason for only a single bidder for this project. J. Wisinski explained that this bridge is a galvanized steel structure without a concrete deck and that design was a proprietary configuration from US Bridge Co. J. Wisinski also went on to explain that while the proprietary nature reduces the number of bidders, his department researched other options for this particular project and found that the one proposed in the bid is the least expensive option after looking at all the factors involved, including life span, maintenance, existing conditions, etc.

**Motion** by A. Stepanski to award the bid to Chemung Supply at the revised bid price of \$74,381.00, seconded by R. Bradstreet. All in favor.

**Review Bid Ref. No.: 13.07 New 2013 Rubber Tire Front End Loader**

J. Wisinski explained that Vantage bid a Volvo, Tracy bid a Hyundai, and Five Star bid a John Deere. J. Wisinski also stated that his department had researched the track record of other Hyundai Loaders in use including a local business and Oswego County. While the track record seemed good, the particular Hyundai that was bid had numerous specifications that did not meet the bid specifications. J. Wisinski stated several examples and also stated that more money could likely be made on the trade in Loader by listing on Auctions International.

**Motion** by A. Stepanski to award Five Star Equipment for \$285,075 with the option of a trade in if the loader does not sell at Auction for more than \$18,000, seconded by R. Bradstreet. All in favor.

**Operations Manager**

The committee discussed Jim Murphy retiring and the impact to the department.

**Sewer District Update**

There were no updates for the Sewer District.

**Motion** by all to Recess the Highway Department Meeting at 2:35p.m. All in favor.

**Motion** by R. Bradstreet at 3:50pm to enter Executive Session for an employee performance evaluation, seconded by A. Stepanski. All in favor.

**Motion** by R. Bradstreet at 4:02pm to come out of Executive Session, seconded by A. Stepanski. All in favor.

**Next Public Works Committee Meeting**

The next Public Works Committee meeting will be held at 2:00 p.m. on **Wednesday, April 17, 2013** in the Large Conference Room, second floor of the County Office Building, Wampsville, NY.

# Criminal Justice, Public Safety and Telecommunications Committee Meeting

*Minutes March 21, 2013*

**PRESENT:** Chairman Roger D. Bradstreet, Supervisors Richard O. Bargabos, Lewis Carinci and Daniel S. Degear; County Administrative Assistant Mark Scimone

**ALSO:** Sheriff Allen Riley, Undersheriff John Ball, E-911 Communications Director Paul Hartnett, Emergency Preparedness/Fire Coordinator Joe DeFrancisco

**ABSENT:** Supervisor David L. Coye

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

**Madison County Sheriff's Office:** The Committee unanimously passed a resolution authorizing modification of the 2013 County Budget on the motion of Supervisor Lewis Carinci and second of Supervisor Richard O. Bargabos.

Sheriff Allen Riley and Undersheriff John Ball reported the action was a prerequisite to resurrecting the Project Lifesaver Program. Once in motion, the program becomes self-supporting, they said.

The Committee unanimously passed a resolution authorizing the Chairman to enter into an agreement with American Mobile Dentist on the motion of Chairman Roger D. Bradstreet and second of Bargabos.

Riley said the measure saves money on transportation efforts, improves public safety and satisfies the state Commission of Corrections requirement for community-level dental care.

The Committee unanimously passed an amended resolution authorizing the Chairman to enter into an agreement with Time Warner Cable Company for high-speed Internet service in the Munnsville field station. The original resolution was amended to remove router lease from the contract, the purchase of which is to be researched by the Information Technology Department.

The Committee unanimously passed a resolution authorizing the Chairman to enter into an agreement with the state Division of Homeland Security and Emergency Services on the motion of Supervisor Daniel S. Degear and second of Bargabos. The resolution is to accept a grant to purchase a towable support trailer that would provide mobile office, refuge from extreme heat or cold and sanitary facilities.

The Committee received the report of STOP DWI Coordinator Stephen Goodfriend.

**E-911 Communications:** Director Paul Hartnett said communication project credits included wireless broadband service. He said he did not agree with the pilot project that was negotiated with Motorola during contract negotiations; as it would serve only a small population; Hartnett said he thinks the County should 'take the \$75,000 credit and run.'

Hartnett said he is working with the Treasurer's Office to draw down the grant money from the state and that the \$4.1 million grant is still held up by the lack of a contract from the state. He reported the CAD system is up and running and that the department is working with IT on that project.

As of the March 21 meeting, Hartnett said he was planning to meet with law enforcement professionals to see what could be done to automate paperwork completion in a mobile environment.

He said he is hoping a \$1.5 million grant to upgrade the CAD system will come through.

Supervisor Daniel S. Degear said a constituent told him new radios were put into vehicles that were planned to be retired. Hartnett said that was untrue; no new equipment was installed and removed from decommissioned motor vehicles.

**Probation Department:** The Committee unanimously passed a resolution to appoint and establish a salary for the position of Deputy Probation Director II on the Motion of Degear and second of Bargabos.

**Minutes:** Minutes of the February 21, 2013, meeting were unanimously approved on the motion of Bradstreet

and second of Bargabos.

**Executive Session:** The Committee unanimously voted to enter executive session at 9:56 a.m. to discuss the performance of several individuals on the motion of Degear and second of Carinci.

**Motion to Adjourn:** The Committee exited executive session and adjourned at 10:12 a.m. on the motion of Bradstreet and second of Carinci.

**Next Meeting Date: April 18, 2013, at 9 a.m. in the ATRIUM Conference Room.**

*Respectfully submitted March 28, 2013, by Martha E. Conway for Chairman Roger D. Bradstreet and approved April 18, 2013.*

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

A handwritten signature in black ink, appearing to read 'R. Bradstreet', with a large, sweeping flourish extending to the right.

## Minutes of Meeting

### SOCIAL & MENTAL HEALTH SERVICES COMMITTEE MEETING Department of Social Services

March 25, 2013

Present: John Salka, Town of Brookfield  
Alexander Stepanski, Town of Stockbridge  
Lewis Carinci, City of Oneida  
Michael Fitzgerald, Commissioner  
Mark Scimone, County Administrator

The meeting began with a discussion regarding the change in time for the committee to begin the monthly meetings. John will poll committee members to settle on a best time that works for the Social and Mental Health Services Committee, Public Health Committee, and the Public Health Board so that members of each are interacting, but also so that no single members are unduly impacted. Mike reiterated that the change in schedule was not a discretionary decision by DSS, but that we assumed when we were told to change the time that there was a consensus.

The meeting minutes from February 25, 2013, had previously been distributed. Alex stated that he had received other materials for the meeting, but not an agenda. Mark verified that Alex's email was included in the original distribution. Mike will follow up to verify that it was not something on the DSS end. On a motion by Alex and seconded by Lewis, the meeting minutes were approved.

Mike next reviewed the Caseload and Expenditures Report. He again expressed concern about foster care expenses and was hopeful that some predicted discharges would happen, lowering costs for the remainder of the year. There were no other comments or concerns.

Mike had two resolutions before the committee. The first was to move the 2013 funds necessary from Miscellaneous Expense (A6010.402) to the Drug and Alcohol Assessment Expense (A6010.406) line. Mike explained that with the transfer of responsibility for the ADAPT clinic, DSS is contracting with BRiDGES to conduct substance abuse assessments. Mike thought that this arrangement was "temporary" until Family Counseling Services was in place and operating successfully. The annual amount of the contract is no more than \$5,200 and the 2012 amount (\$435) was deducted from the 2013 budget. On a motion by Lewis and seconded by Alex, the motion passed unanimously.

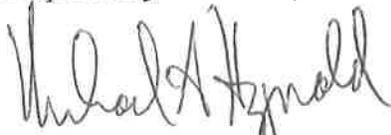
The second resolution was to accept grant funding from the Division of Criminal Justice Services (DCJS) to fund a program to work with the Juvenile Delinquents (JDs). The grant would fund a contract with Berkshire to offer a home-based intervention. The county share of the \$273,286 program is \$10,385 – with the grant providing \$245,957 or roughly 90 percent of the total. On a motion by Alex and seconded by Lewis, the resolution passed unanimously.

Mike distributed paper copies of the 2012 departmental annual report. Mike noted that the report this year should look different; it has more charts and graphs and less narrative. Stories continue to put some of the "real life adventures" to the numbers. The committee and Mark all agreed that it was a "good report." Mike stated that very few printed copies would be made in favor of having the report posted on the DSS website. Mike wished to publicly thank Linda Jackson and the rest of the DSS authors of the annual report for their efforts.

Finally, John asked Mike to prepare an analysis of impacts on DSS should the county consider no longer directly providing mental health services. Mike stated that he would have key staff in his department and the experience of other counties to include in any analysis. John stated that there was "no hurry," but to begin thinking about possible pros and cons.

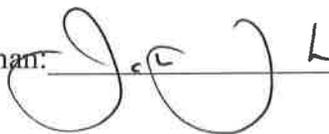
There being no further agenda items for DSS, the Mental Health Department began its presentation.

Respectfully submitted,



Michael A. Fitzgerald  
Commissioner

Approved by Committee Chairman:



Date: 4.24.13

SOCIAL AND MENTAL HEALTH SERVICES COMMITTEE

*VETERANS SERVICE AGENCY*

Committee Meeting Minutes

March 25, 2013

**PRESENT:** John Salka, Chairman - Brookfield  
Alex Stepanski - Stockbridge  
Lewis Carinci - Oneida Ward 4-5-6  
Mark Scimone - Administrative Assistant  
Donald R. Smith - Veterans Agency Director

**ABSENT:** Eve Ann Shwartz - Hamilton  
James Goldstein - Lebanon

Meeting called to order by Chairman Salka @ 4:33 in the Large Conference room, bldg 4, main office building Wampsville campus.

Previous minutes

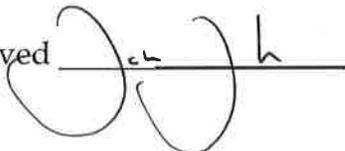
Mr. Smith reviewed minutes of February 25, 2013. Motion by Mr. Carinci to accept, seconded by Mr. Stepanski. approved by all & carried.

Discussion:

Mr. Smith recapped the previous monthly statistics and highlights of the current month events. VA Behavioral Health and Dental clinics move to Erie Blvd last year proved to be an improvement for veterans care and services. The VA Benefits claims adjudication processing is being in changed again to streamline and improve accuracy. Fast approaching 1,000,000 claims backlog. A memorial to the War on Terror in Oneida at Chapman Park is moving forward. American Legions Boys State will be held @ Morrisville College June 23-29 this year. We will send 22 delegates from Madison County. Mr Smith has been asked to be a counselor this year. The American Legion Law & Order Recognition Dinner was held March 17 at the Clear Path for Veterans in Chittenango.

No further veteran business to discuss, the meeting adjourned at 4:45 .

Approved



Date April 22/13

**MADISON COUNTY BOARD OF HEALTH  
AND  
PUBLIC HEALTH SERVICES' COMMITTEE MEETING  
MONDAY, MARCH 25, 2013**

**BOARD OF HEALTH MEMBERS PRESENT:**

PRESIDENT, JOHN ENDRES, DVM

VICE PRESIDENT, JOHN SALKA, LEGISLATIVE REPRESENTATIVE

MARGARET S. ARGENTINE, PHD, RN, CNE

WENDY CARY, CITY OF ONEIDA

SAM BARR, DMD

RACHEL ELDER, MD, PHYSICIAN REPRESENTATIVE

JENNIFER MEYERS, MD, PHYSICIAN REPRESENTATIVE

ROBERT DELORME, MD (EXCUSED), PHYSICIAN REPRESENTATIVE

**PUBLIC HEALTH COMMITTEE MEMBERS PRESENT:**

CHAIRMAN, JOHN SALKA, TOWN OF BROOKFIELD

LEW CARINCI, CITY OF ONEIDA, WARDS 4-5-6

JAMES GOLDSTEIN, (EXCUSED) TOWN OF LEBENON

EVE ANN SHWARTZ, (EXCUSED) TOWN OF HAMILTON

ALEX STEPANSKI, TOWN OF STOCKBRIDGE

**OTHERS PRESENT:**

ERIC FAISST, DIRECTOR OF PUBLIC HEALTH

MARK SCIMONE, COUNTY ADMINISTRATOR

ROSANNE LEWIS, DIRECTOR OF CHILDREN WITH SPECIAL NEEDS

CONNIE COULTHART, ASSISTANT DIRECTOR OF ADMINISTRATIVE SERVICES

AARON LAZZARA, ASSISTANT DIRECTOR OF ENVIRONMENTAL HEALTH

R. SEELAN NEWTON, MD, MEDICAL CONSULTANT

JOHN BALL, UNDERSHERIFF

CHRISTINE COE, CONFIDENTIAL SECRETARY

## **MADISON COUNTY PUBLIC HEALTH SERVICES COMMITTEE**

John Salka called the Public Health Committee meeting to order at 4:45 p.m. indicating that there was a quorum for the Public Health Services Committee.

The Public Health Services Committee reviewed the February minutes. Motion to approve the minutes was made by Alex Stepanski, seconded by Lew Carinci and approved by all.

### **Resolutions:**

- A. Authorizing the modification of the 2013 adopted County budget was made by Lew Carinci seconded by Alex Stepanski and approved by all.
- B. Authorizing the Chairman to enter into agreements with veterinarians for rabies clinic was made by Lew Carinci seconded by Alex Stepanski and approved by all.
- C. Authorizing the Chairman to enter an agreement with VIZIONefx LLC was made by Lew Carinci seconded by Alex Stepanski and approved by all.
- D. Authorizing the Chairman to enter an agreement with the New York State Department of Health Bureau of Early Intervention was made by Alex Stepanski, seconded by Lew Carinci and approved by all.
- E. Authorizing the Chairman to enter into an agreement with the New York State Department of Health Early Intervention Program was made by Lew Carinci seconded by Alex Stepanski and approved by all.
- F. Authorizing a contract for professional services to manage transportation services with VMC Consultants, LP was made by Alex Stepanski, seconded by Lew Carinci and approved by all.

### **Corporate Compliance:**

- There was no Committee meeting in March; going forward meetings will be held every other month.
- The Work Plan and Risk Assessment Report have been submitted.
- Met internally with Public Health staff to begin implementing the Work Plan by creating a process for internal reviews for Medicaid billing. Once a methodology has been beta tested on the PreK Program billing, it will be applied to the Mental Health Clinic billing.
- An email was sent out on March 20<sup>th</sup> for employees to view the compliance training video by May 31. As of March 22<sup>nd</sup>, 94 employees have completed the training.
- All but four board of supervisors completed the compliance training. CCO is working with IT to place the governance training video on the website so the remaining Board members can complete the training.

### **Local Government Performance and Efficiency Program Award:**

The New York State Department of State called Eric to inform him that Madison County will be receiving the Local Government Performance and Efficiency Award of \$1.6 million over a three-year period for making government more efficient. Our application recognized the substantial savings of taxpayer dollars that resulted from the sale of the Certified Home Healthcare Agency (CHHA) and Long Term Home Healthcare Program (LTHHC) licenses to a private provider.

The Committee commended the Public Health Director and County Administrator for their hard work.

**Hydrofracking:**

John Salka stated that there is nothing new to report at this time. A placeholder will be kept on the monthly Committee agenda to ensure we stay on top of any new developments.

Eric reported that the Health Department's Disease Specialist is working to develop a local environmental health tracking system that would include hydrofracking. She is in the preliminary stage of collecting baseline data that will help develop environmental indicators as there are not many existing indicators. NYSACHO and the State Department of Health are supportive of standardized environmental indicators across the state.

**Local Law Waiver Request:**

Sheriff Allan Riley submitted a letter requesting a waiver from Local Law #4-2012 for Correction Division staff who are mandated to remain within the secure area of the facility during their shift, including lunch and breaks. He requested a waiver to allow aforementioned staff to smoke on County property in an identified area located on the north side of the Public Safety Building and more than 30' away from public entrances, within the secure area of the jail. Smoking would not be allowed in the area during deliveries to the facility.

Undersheriff John Ball attended the meeting on Sheriff Riley's behalf to address any questions of the Committee.

Mark Scimone stated that all other County employees have the option to leave campus property to smoke. He supports the waiver request to give the Correction Division staff the option to smoke in an area where the public does not have access. Undersheriff Ball stated that there are similar exemptions for corrections staff at other local counties with smoke-free campus laws. There are already exemptions on our local law for county parks and roads.

Due to the unique situation and captive audience of the Correction Division staff, a motion to amend Local Law #4-2012 with a waiver to allow Correction Division staff to smoke on County property in an identified area located on the north side of the Public Safety Building and more than 30' away from public entrances within the secure area of the jail was made by Alex Stepanski, seconded by Lew Carinci and approved by all.

Undersheriff Ball stated that the Sheriff's Department will be sending a letter to the press identifying April as Alcohol Awareness Month and would appreciate a resolution coming forward. Eric Faisst stated that binge drinking has been identified as an issue in Madison County and that increasing awareness on alcohol use will be important. The Committee stated that they will endorse this initiative.

**Medical Reserve Corp**

Madison County Health Department, a member of the Central New York Medical Reserve Corps, is recruiting new volunteers. The Volunteer Training Day is being held on Tuesday, April 9th from 9am-4pm in the Health Department's training room.

A recording of the radio ad that was aired on three local stations (big frog, oldz 96, and lite 98.7 with Townsquare Media) last week was shared with the Committee.

Public Health Committee adjourned at 5:15 p.m.

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## **MADISON COUNTY BOARD OF HEALTH**

John Salka called the Board of Health Meeting to order at 6:35 p.m. indicating that there was a quorum for the Board of Health meeting.

The Board of Health Committee reviewed the February minutes. Motion to approve the minutes was made by Sam Barr, seconded by Wendy Cary and approved by all.

### **Record of Claims:**

Connie Coulthart distributed the Record of Claims for review and approval. Motion to approve was made by Wendy Cary, seconded by Rachel Elder and approved by all. John Endres signed for approval.

## **STRATEGIC ITEMS**

### **Community Health Assessment & Rural Health Network Projects:**

The initial Advisory Groups meetings for the community health assessment project were held and the feedback from those groups is being compiled at present. Department staff met with the project consultants to plan the next steps of the assessment process and discuss the presentation of the data for the second round of advisory group meetings. The Advisory Groups will meet again in May with additional community members to identify goals and strategies.

The NYS Office of Rural Health grant application was submitted on January 11th. This award is meant to provide operational funds for the Madison County Rural Health Council. We received a communication from NYSORH on March 21 that they are in the process of finalizing the awards and will notify grant recipients soon. This 5-year grant of \$270,000 would be used to hire an executive director and support staff for the Rural Health Network. A revised work plan and budget were submitted to HFWCNY, as per grant requirements, on March 1<sup>st</sup>.

A sub group from the RHN partner group met to discuss the purpose and scope of a data management working group. This group will be charged with identifying and describing the data management governance issues for the Madison County Rural Health Council.

In May, HealtheConnections will host an evening social gathering to inform prospective Board members of the Rural Health Network initiative and invite them to sit on the Board of Directors.

### **Healthy Weight Initiative:**

The Community Health Assessment project will be collecting data in regards to healthy weight with a focus on youth that will be used to inform this Committee and assist with strategic decision-making going forward.

In addition, Maggie gave an update on "Fit Kids in Madison County" where she serves as Program Manager. Madison County Health Department, Oneida Healthcare, Argentine Health Partners, and the YMCA are working together on this program to reduce childhood obesity in Madison County. It is a 16 week pilot program of fitness and nutrition education for 10 children between the ages of 8 and 14 that have been identified and referred by their healthcare providers. The program will provide nutritional counseling and fitness support for the children and their families.

## **REPORTS:**

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

## **Director's Activities**

### Healthy Care

- The NYS Office of Rural Health grant application was submitted on January 11th. This award is meant to provide operational funds for the Madison County Rural Health Council. We received a communication from NYSORH on March 21 that they are in the process of finalizing the awards and will notify grant recipients soon.
- A revised work plan and budget were submitted to HFWCNY as per grant requirements, on March 1.
- A sub group from the RHN partner group met to discuss the purpose and scope of a data management working group. This group will be charged with identifying and describing the data management governance issues for the Madison County Rural Health Council.

### Healthy Environments

- *EPA Smart Growth Implementation Assistance (SGIA)*: EPA/Consultant site visit occurred on February 25 to the 27<sup>th</sup>. County staff provided a short bus tour to help the consultants and EPA get acquainted with any areas of the county.
- Alan Steinbeck, Renaissance Planning Group, presented on the Madison County project to members of the Public Health Committee and Board of Health on February 25th.
- The consultants, county staff and EPA representatives met with community members and local officials from Oneida, Brookfield, and Chittenango, to review and discuss the audit tool and collect their feedback on the tool. We had a good turnout at each community meeting.
- Peer-to-peer exchange: Staff from the two case study sites (Dryden, NY and Cheyenne, WY) shared their experiences implementing policy and code changes that support smart growth with county and city of Oneida representatives.
- A public workshop was held on the evening of the 26<sup>th</sup> at the Oneida City Chambers to discuss the project, how it relates to ongoing efforts, etc. Over 30 individuals attended this session.
- Once the audit tool is finalized in May, there will be a press release and publication of the tool. It will be distributed to Madison County communities and the Planning Department will be available for technical assistance.

### *Health Promotion*

- Healthy Homes - Essentials for Healthy Homes Practitioners Course – to be presented here at the Madison County DOH on April 24 and 25.
- Radon Action Month - Used month of February to further extend press on radon. Web and 2 print advertising pieces offered free radon kits to limited, at-risk radon prone areas South of Route 20. To date 22 kits have been claimed, with 2 test results returned to this office. One of the returns was over 17 pCi/L on Craine Lake. Follow-up has been initiated with resident.
- Work continued on the Community Health Assessment. Materials and logistics for the Advisory groups were completed, along with a PowerPoint for the meeting and setup for polling during the meetings using the Department's iClicker system. Polling results from the meeting were compiled and submitted to HealthConnections to assess data availability of areas identified as high priorities by each Advisory Group.
- Website updates (including addition of rabies clinic on Department Website and in ehealth online scheduling system)
- Assisted with identifying needs and equipment requirements to move forward with AgeNet
- Worked with the Madison County Youth Bureau to coordinate and arrange for two Canastota High School Students to spend an afternoon at the Department assisting with compiling the annual School Nurse Resource CD-ROMS. The letter of introduction and survey were finalized and all materials and equipment were taken care of in preparation of students.
- Attended annual School Nurse Conference (Madison-Oneida BOCES) and distributed School Nurse Packets with CD-ROM.
- A car seat check will be held April 12 from 1-4 pm at NYE Ford in Oneida as part of the National Child Passenger Safety Certification Training Course being held at NYS Police Troop D Headquarters that week.
- Safe Kids Upstate NY, of which the Health Department is a member, has once again agreed to provide Madison County \$500 for a helmet giveaway. This event was held at Zem's in Canastota last spring. This year, a helmet giveaway will be held in conjunction with Morrisville State College's annual TV Turnoff Week event on May 2 from 6-8 pm at the college's Recreation Center.
- The Healthy Start Partnership, led by the Health Department, is promoting the availability of phone support for breastfeeding by the Health Department, WIC, and Oneida Healthcare Center as their quarterly theme. The Health Promotion Division prepared a news release:  
[http://madisoncountycourier.com/?p=43538&utm\\_source=feedburner&utm\\_medium=email&utm\\_campaign=Feed%3A+madisoncountycourier%2FTEFA+%28Madison+County+Courier%29](http://madisoncountycourier.com/?p=43538&utm_source=feedburner&utm_medium=email&utm_campaign=Feed%3A+madisoncountycourier%2FTEFA+%28Madison+County+Courier%29) and scheduled a lactation consultant from Oneida Healthcare Center to be interviewed on Mix 106 radio.

### *Emergency Preparedness*

- Three new Government Emergency Telecommunications Service (GETS) subscriptions were added for the Department, for a total of 5 (PH Director, Director of Prevent, Director of Environmental, Assistant Director of Environmental, and Preparedness Health Educator). In addition, Wireless Priority Service (WPS) was added to the previous mentioned Supervisor cellphones (4). GETS provides

Emergency Preparedness (EP) personnel a high probability of completion for their phone calls when normal calling methods are unsuccessful. GETS is used in an emergency or crisis when the system is overloaded and the ability to complete a call by normal means is significantly decreased. WPS, a companion to GETS, is a priority calling capability that greatly increases the probability of call completion during an emergency preparedness event while using their cellular phone.

- The Advertising Campaign for the April 9<sup>th</sup> Central New York Medical Reserve Corps (CNYMRC) Recruitment and Training Day was finalized. A press release was submitted to local media. Paid ads (radio, print, and online) were developed and began running the first week in March. A webpage was developed and includes online registration for the event. An evaluation of the advertising campaign will be conducted with training day's attendees.
- A full-day Social Media for Disaster Recovery and Response was attended. From the training the first two forms of social media for use by the department have been recommended (Twitter and Facebook) in order to reach audiences being missed due to changing media outlets. An in-service training is scheduled for presentation to other Department Staff. A presentation is also scheduled to be made at the next state CERC workgroup conference call.
- Annual Preparedness Webinar attended (Part 2 of 3 in place of an in-person annual meeting)
- Provided link from CNYMRC to Mary Rose Center—assisted with development of a partnership to assist the clinic with recruitment of volunteer doctors and nurses. Volunteers would volunteer as Mary Rose Volunteers but may be recruited through the Corps.

#### MADISON COUNTY

- Attend Department Head meeting
- Attended planning meeting with Oneida Healthcare and the Oneida Family YMCA regarding the childhood obesity program called "Fit Kids of Madison County."

#### *Corporate Compliance Committee*

- No Committee meeting in March
- Email sent out to employees to complete compliance training video by May 31. As of March 22, 94 employees have completed the training.
- All but four board of supervisors completed the compliance training. CCO is working with IT to place the governance training video on the website so the remaining Board members can complete the training.

#### NYSDOH/NYSACHO

- NYSACHO Board of Directors meeting.
- NYSACHO Environmental Health Committee meeting and conference calls.
- As of April 1, the NYSDOH is taking over the billing function of the Early Intervention Program. While there are still some questions on how it will work, it will benefit us by reducing our corporate compliance risk.

### *County Health Rankings*

- The *County Health Rankings* were released by the University of Wisconsin Population Health Institute and the Robert Wood Johnson Foundation, and Madison County continued to see improvement over previous years. Madison County ranked 10 out of 62 on health outcomes and 15 out of 62 in health factors. The rankings are available at [www.countyhealthrankings.org](http://www.countyhealthrankings.org).

### *Local Law Waiver Request:*

- The Public Health Services Committee made a recommendation to amend Local Law #4-2012 for Correction Division staff who are mandated to remain within the secure area of the facility during their shift. The waiver will allow Correction Division staff to smoke on County property in an identified area located on the north side of the Public Safety Building and more than 30' away from public entrances within the secure area of the jail. There will be no smoking in the area during deliveries and no public exposure to second hand smoke.
- The recommendation will go before the full Board of Supervisors at their next meeting.
- Joe Wicks will be providing 18 additional sign identifying Madison County as a smoke free campus at no cost.

### *Medical Reserve Corp*

- Madison County Health Department, a member of the Central New York Medical Reserve Corps, is recruiting new volunteers. The Volunteer Training Day is being held on Tuesday, April 9th from 9am-4pm in the Health Department's training room.
- A recording of the radio ad that was aired on three local stations (big frog, oldz 96, and lite 98.7 with Townsquare Media) last week was shared with the Board.

### *Annual Report*

- Health Department's 2012 Annual Report will be finalized for the 1<sup>st</sup> week of April, which is also National Public Health Week. It will be presented at the April 9<sup>th</sup> Board of Supervisor's Meeting.

### **Environmental Report:**

Refer to the report.

### **Prevent Update:**

Refer to the report.

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

Refer to the report.

### **County:**

The New York State Department of State called the Public Health Director to inform him that Madison County will be receiving the Local Government Performance and Efficiency Award of \$1.6 million over a three-year period for making government more efficient. Our application recognized the substantial savings of taxpayer dollars that resulted from

the sale of the Certified Home Healthcare Agency (CHHA) and Long Term Home Healthcare Program (LTHHC) licenses to a private provider.

The Board congratulated and thanked the Public Health Director.

**City of Oneida:**

Nothing to report.

**Medical Director:**

Refer to the report.

**President:**

Nothing to report.

**OLD BUSINESS:**

Nothing to report.

**NEW BUSINESS:**

Since the joint meetings between the Public Health Services Committee and Board of Health have been discontinued, John Salka asked the Board of Health to consider meeting at various locations to address the public relations component of public health throughout Madison County. Invite the full Board of Supervisors to attend. The meetings would be open to the general public for community input with advertisements through local media. The community outreach meetings would be used to share initiatives and gather public ideas and support.

The Board agreed to meeting at a different location in the County every third month with the following tentative schedule and topic areas:

- April 22<sup>nd</sup> – Hamilton – topic "Advancing Public Health"
- July 22<sup>nd</sup> – Cazenovia – topic "Healthcare Economic Development"
- October 28<sup>th</sup> – Chittenango – topic "Smart Growth Audit Tool"

It was recommended the the Public Health Services Committee and Board of Health meet jointly a couple of times per year to keep the lines of communication open and for strategic planning purposes.

Board of Health meeting adjourned at 7:45 p.m.

Next Meeting: Monday, April 22, 2013

## ADMINISTRATION & OVERSIGHT

Committee Meeting Minutes

March 26, 2013

**PRESENT:** Priscilla Suits, Chairwoman  
Jim Rafté  
Russell Cary  
Scott Henderson  
John Reinhardt

**ALSO PRESENT:** John Becker, Chairman of the Board  
Mark Scimone, County Administrator

Meeting was called to order by Chairwoman Suits at 10:02 AM.

### MINUTES

Minutes for the March 4, 2013 meeting were approved as written.

Motion – Reinhardt                      Second – Rafté                      carried

### RESOLUTIONS

- 1) Acknowledging Introduction of Proposed Local Law No. 3 for the Year 2013 and Calling for Public Hearing (Weighted Voting)

Motion – Henderson                      Second – Cary                      carried

- 2) Adopting Local Law No. 3 for the Year 2013

Motion – Henderson                      Second – Reinhardt                      carried

### DISCUSSION

- Review of Board Rules

### NEXT MEETING

The next meeting of the Administration and Oversight Committee will be April 3, 2013 at 3:00PM.

There being no further business to discuss, motion was made to adjourn at 12:00PM by John Reinhardt, seconded by Jim Rafté and carried.

Respectfully Submitted by Chris Lawrence for:

Priscilla Suits, Chairwoman  
Administration and Oversight Committee

## MADISON COUNTY DEPARTMENT OF PERSONNEL/CIVIL SERVICE

COUNTY OFFICE BUILDING  
PO BOX 636  
WAMPSVILLE, NY 13163  
(315) 366-2341 (Phone)  
(315) 366-2725 (Fax)



Eileen M. Zehr  
Personnel Officer  
eileen.zehr@madisoncounty.ny.gov

Ryan D. Aylward  
Director of Labor Relations  
ryan.aylward@madisoncounty.ny.gov

## GOVERNMENT OPERATIONS COMMITTEE MEETING March 28, 2013

Present: D. Ball, R. Bargabos, D. Degear, R. Monforte and J. Reinhardt

Also Present: R. Aylward, J. Becker, C. Edick, S. Prievo, M. Scimone, D. Vetter and E. Zehr

D. Degear called the meeting to order at 10:16 a.m.

- I. **MINUTES:** Minutes from February 28, 2013 - Motion by J. Reinhardt to approve the minutes from the above dated committee meeting. Second by R. Monforte. The motion was unanimously approved.
- II. **RESOLUTIONS:**
  - A. Retiree Recognition - Motion by D. Degear to approve the resolution. Second by D. Ball. The motion was unanimously approved.
  - B. Adopting Corporate Compliance Policies and Procedures - Motion by R. Bargabos to approve the resolution. Second by R. Monforte. The motion was unanimously approved.
  - C. Appointing a Deputy Probation Director II and Establishing the 2013 Salary - Motion by R. Monforte to approve the resolution. Second by J. Becker. The motion was unanimously approved.
  - D. Approving and Authorizing the Chairman to Execute an Agreement - Motion by J. Becker to approve the resolution. Second by R. Bargabos. The motion was unanimously approved.
  - E. Authorizing the Chairman to Enter into an Agreement – County Phone System - Motion by R. Monforte to approve the resolution. Second by J. Reinhardt. The motion was unanimously approved.
  - F. Designating Disposal of Obsolete or Surplus County Personal Property - Motion by D. Ball to approve the resolution. Second by R. Bargabos. The motion was unanimously approved.
  - G. Declaring Public Employees Recognition Week - Motion by D. Ball to approve the resolution. Second by R. Bargabos. The motion was unanimously approved.
  - H. Support for Contact Information for Vacant Structures - Motion by D. Ball to approve the resolution. Second by R. Monforte. The motion was unanimously approved.

### **III. OTHER:**

- A. EBS RMSCO – R. Aylward shared with the committee, two reports provided by EBS RMSCO that listed all chiropractors utilized by County insured members over the past 18 months which included the amount paid to those providers.
- B. Health Insurance Eligibility Auditing – C. Edick discussed an option of having an external agency conduct dependent eligibility audits in order to determine if there are ineligible participants being covered under our current health insurance plan. These audits would have the potential to yield significant cost savings to the County if it were discovered that there are ineligible participants in the plan. The committee would like to see an RFP done to find out who could conduct the audit and what the cost would be prior to deciding to proceed with an audit.
- C. ProAct – C. Edick requested the committee's opinion in regards to a questionnaire received from ProAct in regards to making changes to the plans administration as a result of new healthcare reform regulations. The committee wished to leave the plan as is except for electing for ProAct to now handle any prescription plan appeals.
- D. Deferred Compensation – D. Vetter from The Hartford presented information to the committee on alternative funds as replacements for poor performing funds currently in our plan. The committee elected to make changes based on information provided by Mr. Vetter.
- E. Open Data – M. Scimone discussed the governor's initiative for an open data website. M. Scimone recently received a call from local media asking if Madison County planned to participate in the governor's initiative. M. Scimone stated that the data they are looking to be placed on the state website is the same information that Madison County already puts on its own website. The committee agreed that there is no need to duplicate the information and wish to continue to provide the information through the County website only.
- F. Digital Documentation – M. Scimone updated the committee that there has been a request from Town of Nelson Supervisor, R. Bradstreet, to consider the purchase of iPads for supervisors to use in place of paper documents. The committee was split on the idea of going paperless and wishes to discuss further at Committee of the Whole.
- G. CanaRx – R. Aylward noted that the CSEA and County Management have teamed up to endorse the CanaRx program in hopes of building greater participation by County employees into the cost saving mail order prescription plan. Meetings have been set up for April 8 and April 11, 2013 for County employees to attend and learn about the benefits of CanaRx.

### **IV. MOTION TO ENTER EXECUTIVE SESSION:** Motion by J. Reinhardt to enter Executive Session. Second by R. Bargabos.

Motion to exit Executive Session by R. Monforte. Second by D. Ball.

### **V. NEXT MEETING:** Committee Meeting: May 2, 2013 Immediately following Finance Ways & Means

Motion by R. Bargabos to adjourn. Second by D. Degear.

**MINUTES**  
**FINANCE, WAYS AND MEANS COMMITTEE**  
**March 28, 2013**

Present:

Committee: J. Reinhardt, R. Bargabos, R. Cary, P. Suits

Supervisors: D. Ball, R. Monforte

County Staff: C. Brophy, C. Edick, S. Makarchuk, M. Scimone, S. Trexler

Absent: R. Bono

A quorum being present, J. Reinhardt called the meeting to order at 9:00 a.m.

I. Approval of Minutes

Motion by R. Bargabos to approve the minutes of the February 27, 2013 meeting; second by P. Suits. Motion unanimously approved.

II. Treasurer's Report

C. Edick reviewed a year-to-date comparison of selected data including Sales & Use Tax, Local Vehicle Use Tax, Off-Track Betting Revenue, Medical Claims Expense, and Prescription Claims Expense.

Edick also discussed the recent credit rating experiences of other New York counties, and the methodologies used by the credit rating analysts. Edick noted that Madison County's most recent credit ratings are: Standard & Poors A+ with stable outlook, and Moody's A1. Edick said she would be developing a fund balance policy for review by the Committee in the near future. There was discussion regarding the County's financial position at year-end 2012.

III. Resolutions

1. Authorizing the Chairman to Execute a Contract Modification and Modifying the 2013 Adopted County Budget – Motion by P. Suits to approve the resolution; second by R. Bargabos. Motion unanimously approved.
2. Authorizing the Chairman to Execute a Contract Modification and Modifying the 2013 Adopted County Budget – Motion by P. Suits to approve the resolution; second by R. Bargabos. Motion unanimously approved.
3. Authorizing the Chairman to Enter Into an Agreement with the NYS Division of Homeland Security and Emergency Services and Modifying the 2013 Adopted County Budget – Motion by P. Suits to approve the resolution; second by R. Bargabos. Motion unanimously approved.
4. Designating NBT Bank, N.A. as a Depository Bank for Funds of Madison County – Motion by R. Bargabos to approve the resolution; second by R. Cary. Motion unanimously approved.

5. Authorizing the Modification of the 2012 County Budget – Motion by R. Cary to approve the resolution; second by P. Suits. Motion unanimously approved.
6. Authorizing the Modification of the 2013 Adopted County Budget – Motion by P. Suits to approve the resolution; second by R. Bargabos. Motion unanimously approved.
7. Approval of Applications for Refund and Credit of Real Property Taxes Under Section 556 of the Real Property Tax Law – Motion by R. Bargabos to approve the resolution; second by R. Cary. Following discussion, motion by R. Bargabos to amend the resolution to remove the \$71.83 credit requested by the taxpayer for year 2009; second by R. Cary. Motion to amend the resolution unanimously approved. Motion to approve the resolution as amended was unanimously approved.

IV. Adjournment

1. The next regular meeting is scheduled for Thursday, May 2, 2013 at 9:00 a.m.
2. Motion by R. Bargabos to adjourn the meeting; second by P. Suits. Motion unanimously approved. Meeting adjourned at 10:00 a.m.

Respectfully submitted,



Cindy J. Edick  
Madison County Treasurer



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

April 9, 2013 – 10:30 A.M.- Supervisors' Large Conference Room

PRESENT:

Committee: **Ralph Monforte**, Russell Cary, James Rafte, and Priscilla Suits.

Absent: Eve Ann Shwartz

Supervisors: John Becker (11:00), John Reinhardt, and John Salka

County Staff: Scott Ingmire, Eric Faisst (11:15), Mark Scimone, and Gwen Williamson

Additional Present: Kipp Hicks, Michael Magnusson and Beth McKellips

Press: None

Meeting called to order at 10:32 A.M. by Monforte.

The purpose of the meeting was set forth in the following excerpt from the March 19<sup>th</sup> Planning Committee minutes (unapproved to date):

*A-10: Scott Ingmire led the Intermediary Relending Program Discussion. Scott met with the USDA last week to review the County responsibilities for processing loans from this fund. He handed out a three page list of explanation and requirements. Some of those requirements discussed were:*

- 1) Changing every department's letterhead*
- 2) Each loan would require SEQR, SHPO, Tribal Consultation, threatened or endangered species, wetlands, and floodplains environmental reviews.*
- 3&4) Each loan site will be visited by both the County and the USDA for environmental review and approval*
- 5) Compliance by each recipient with: Title VI Civil Rights Act of 1964, Title IX Education Amendments of 1972, Section 504 Rehabilitation Act of 1973, Age Discrimination Act of 1975, American with Disabilities Act and Executive Order 12898, Environmental Justice*
- 6) Annual loan entity visit and review by County and USDA*
- 10) County would have to start paying interest in 1 year if we don't spend the money,*
- 12) Focus on racial/gender equality to include BOS and Revolving Loan Committee*
- 13) Time intensive for Planning Department and Mike Magnusson at IDA without administrative compensation,*

*...and numerous additional reports and requirements.*

*It was suggested that the County already has money in revolving loan funds that might be used to cover the 750 thousand, without all the stringent and cumbersome requirements. Planning Committee will meet with the AED on April 9, 2013 regarding this option.*

Scott noted that the Beef Farmer's Cooperative needed to be consulted to see if there were contingencies on other funding sources connected to the IRP funds.

Hicks pointed out that the IRP is not a "non-recourse loan" and that there is some liability. No money has been drawn to date. Interest will become applicable in July of 2014.

Beth discussed possible ways to streamline the process to avoid some of the more daunting features of the IRP requirements. She noted that many of the compliance reviews are only necessary if there is

construction. She also suggested that if there were more than one applicant for the same project, one review could pertain to all of the applicants.

Magnusson noted that the RLF is intended as a "gap funding" tool, not to be thought of as a replacement for a bank.

Monforte offered the idea of gathering private funds through a venture capitalists type of program.

Cary asked if the IRP money is needed (beyond the funds that we already may have access to).

There was some discussion about the original intentions of applying for and accepting the IRP money.

Becker remarked that there would be significant administrative costs for all of these required reviews for the IRP, including lawyers, businesses and administrative expenses that are not built into the funding. Who will pay for these things? Who will administer and oversee the process?

Scimone, Becker, Monforte and Ingmire left for another meeting (11:13).

Magnusson commented that the RLF is marketed at this time as predicated on job creation with a loan cap of \$100,000.00.

In the final analysis, it seemed to come down to IRP or RLF. There were many unanswered questions regarding either option. There is still enough time to continue discussion of the options before deciding if we should return the USDA money unused. Beth will ask Paul O'Mara to be present at the next Planning Committee meeting on April 18<sup>th</sup> for further discussion.

There was no action at this time.

Motion to adjourn was made by Suits and seconded by Cary. 11:30 A.M.

Respectfully submitted: Gwen Williamson