

SUPERVISORS NOTEBOOK

For the Month of

October 2014

Compiled October 7, 2014

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

July 24, 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 | | x | 10:37 |

PRESENT:

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

County Staff: Marie Anselm, Katherine Brosnan, Jennifer Bryerton, Cindy Edick, Jamie Hart (11:08), Kipp Hicks, Scott Ingmire, Becky Marsala, Thomas Reichel, Mark Scimone (10:53), and Gwen Williamson

Additional Present: Bill Buchan

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

A-1: The June 19, 2014 and July 8, 2014 meeting minutes were unanimously approved on a **MOTION** by Rafte and seconded by Jones. 4/0/0.

A-2: Cindy Edick presented the Sales Tax update. The projected income is ahead of the budgeted amount, but the County would be happy to see it even a little higher. Madison County receipts are proportionally the same or better than most other area counties.

Shwartz in 10:37 A.M.

A-3: Becky Marsala presented the Tax Auction update. The County is almost ready to take title to approximately 65 parcels in preparation for the land auction on September 13th. There are two parcels, one in Lincoln and one in Chittenango, which may or may not be included in the auction. The Lincoln parcel will be addressed in a resolution before this committee today due to the County's interest in it for the purpose of bridge repair. The Chittenango parcel is being looked at for conversion to parking areas for local parks; however, no written formal expression of interest has yet been received.

Edick and Marsala out at 10:44 A.M.

A-4: Tom Reichel presented the Career Center update. The usage report remains consistent with an average of 61 visitors per day. The unemployment rate continues to go down. There is one more week of the Youth Employment Program. Reichel expressed kudos to Jennifer Bryerton and all involved who are helping to make this year's program a success. There are 100 youth placed in a variety of local businesses and agencies. Tom provided picture of some of the youth in their temporary work places. Tom noted that the federal government has approved funding under WIOA (previously WIA) and there may be some changes regarding economic development pursuits and coordinating services with Onondaga County. The Career Center is hiring two new employees to fill existing vacancies.

A-5: Scott Ingmire presented the CGI Video Promotion report. There is nothing new to report at this time. The letter is currently being reviewed by the County Attorney.

A-6: Marie Anselm introduced Katherine Brosnan as the new Agriculture Community Educator. Katherine spoke briefly about the work being done on the Open Farm Day project and also on the effort to build and grow a strong agricultural presence at the Madison County Fair. Marie reported on the upcoming Equine Summit to be held at the NYS Fairgrounds on September 18th. Anselm announced the new website at madisoncountycce.org. She also noted that Karen Baase has been working on the Farmland Protection Board and they are pleased to announce that two farms are applying to the State for a Purchase of Development Rights (PDR) grant.

A-7: Scott Ingmire shared an emailed report from Scott Flaherty regarding the Tourism update. The next All-Chamber meeting is July 29th in Cazenovia. Travel guides will be inserted into the Open Farm Day gift bags. Tourism did a major

buy with the Rochester D & C for the highly targeted digital marketing campaign in July. Tourism helped to purchase Wayfinding Signage for the Erie Canal Cycling Tour. Five travel writers were welcomed to the area. Flaherty is serving as Co-Chair of the Central NY Regional Economic Development Council's (REDC) Tourism Committee's sub-committee on Marketing. Tourism met with the DOT, Madison-Bouckville Antique Week personnel and Big Field personnel to discuss coordination of events in August.

A-8: Kipp Hicks presented the IDA update. The REDC CFA is in "full swing". The long-awaited letter has been received by Mark regarding the ARE Park Infrastructure. There will be a meeting to discuss the terms and conditions. Bill Buchan noted that he is in the process of reviewing the letter, and on first review it appears that they are asking for documentation that we already have. He anticipates a more positive and accommodating process than in the past. Hicks noted that there is forward motion in the process for Cazenovia Hospitality, LLC.

A-9: The Committee approved a resolution authorizing the Chairman of the Board to enter into an agreement with the New York State Office of Parks, Recreation and Historic Reservation on a MOTION by Moses and seconded by Jones. 11:05 A.M 5/0/0.

A-10: The Committee approved a resolution authorizing the modification of the 2014 adopted county budget (7110 Madison County Parks) on a MOTION by Shwartz and seconded by Rafte. 11:07 A.M 5/0/0.

A-11: The Committee approved a resolution appointing Tara Ashton from the Town of Hamilton as a member to the Madison County Revolving Loan Fund Committee on a MOTION by Jones and seconded by Rafte. 11:09 A.M 5/0/0.

A-12: The Committee approved a resolution authorizing the Chairman to enter into an agreement for property evaluation services (45.13-1-14 in the Town of Lincoln) on a MOTION by Rafte and seconded by Shwartz. 11:10 A.M 5/0/0.

A-13: New Business:

Scott Ingmire, Bill Buchan, Jamie Hart and Mark Scimone gave an update on the Solar PPA happenings. Following the June board meeting which approved a resolution to go forward with the RER grant application, RER became concerned that the proposed numbers still did not give the County the full advantage in the application. Upon consulting and discussing with the four persons listed above, and with a considerable deadline pending, the proposal was revamped to reflect a change from 22 cents per kWh to 18 cents per kWh. This decision was based on the evidence that such a change would likely move the application up an estimated 20 spots on the NYSERDA applications listing. It was also noted that the PPA agreement has not been signed and there is no binding effect of this change. The grant award is crucial to the continuation of this project and is the first priority at this time.

John Salka met with David Taylor regarding a piece of property that Mr. Taylor has been persistent in trying to buy from the County in years past, and for which the County has denied in the past. It is possible that new information has come to light regarding a willingness to sign easements for the trails and sewer projects and future County needs for the property. The Committee has been asked to review this offer, while considering a possible bargaining of this specific property in exchange for an easement on a different parcel which may be desirable for the sewer project. Rafte will consult with Taylor and the Committee will consider its options. The County currently fully owns the parcel of interest to Mr. Taylor and has instituted plans for the above mentioned projects, including plans that are connected to grant awards.

A-14: The next scheduled Planning Committee meeting will be August 21st, 2014 in the Supervisors' Large Conference room at 10:30 A.M.

A-15: The meeting was adjourned on a MOTION by Rafte and seconded by Moses. 11:38 A.M.

Respectfully submitted: Gwen Williamson

Sign in Sheet

| Planning, Eco. Dev., Environ. & Intergov. Affairs | |
|---|----------------------------|
| Date of Meeting: | JULY 24 TH 2014 |
| John Salka | <i>John Salka</i> |
| Cliff Moses | <i>Cliff Moses</i> |
| Jim Rafte | <i>Jim Rafte</i> |
| Eve Ann Shwartz | <i>Eve Ann Shwartz</i> |
| Dave Jones | <i>Dave Jones</i> |

Others Present:

Rebecca S. Kausala
Cinder Edick
Dyni
Mark Simone

Tom Reichel
Jennifer Bryant - Career Center
Bill Buchan
Kip White
Maria E. Anselmi - AED CCE
Katherine Brosnan - CCE
Helen Williamson - Planning
Jim Dant - Planning

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

August 12, 2014 – 11:30 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 (11:31), and James Rafte.

Absent: . Eve Ann Shwartz.

Supervisors: Rick Bargabos (11:34), John Becker and Roger Bradstreet.

County Staff: Scott Ingmire and Gwen Williamson

Additional Present: Bill Buchan

Press: None

The meeting was called to order by Salka at some point prior to 11:28 A.M. (the time when the minute taker arrived)

Discussion hard started with regard to the Resolution to accept \$4million from Empire State Development.

Bill Buchan presented information regarding the required 10% Empire State Development incentive agreement and a 1% commitment fee for a total of \$676,650.00. He noted that there is still some financial work that needs to be done.

Moses asked for and received a quick recap of what had taken place prior to his arrival at 11:31.

Bradstreet enquired about the total project costs and it was noted that EFC funding has already been committed for the sewer portion of the project via the A.R.E. Park.

ACTION: The Committee approved a resolution authorizing the Chairman to accept a \$4 million dollar grant from Empire State Development for water and sewer infrastructure serving the A.R.E. Park on a **MOTION** by Becker and seconded by Jones. 5/0/0. 11:34 A.M.

The meeting was adjourned at 11:35 A.M

Submitted by Gwen Williamson

Sign in Sheet

| Planning, Eco. Dev., Environ. & Intergov. Affairs | |
|---|-----------------|
| Date of Meeting: | AUGUST 12, 2014 |
| John Salka | John Salka |
| Cliff Moses | Cliff Moses |
| Jim Rafte | Jim Rafte |
| Eve Ann Schwartz | |
| Dave Jones | Dave Jones |

Others Present:

[Handwritten signature]

William M. Brabant

Scott Inyrie

Huey Williams - Planning

Criminal Justice, Public Safety and Emergency Communications Committee

Regular Meeting Minutes

August 21, 2014

PRESENT: Chairman Roger Bradstreet
Vice Chairman Lewis Carinci
Supervisor Richard Bargabos
Supervisor John Salka

ALSO: County Administrator Mark Scimone
Confidential Secretary to the District Attorney Cheryl Williams
Sheriff Allen Riley
Undersheriff John Ball
E-911 Communications Director Paul Hartnett
Probation Director Joanne Miller
Emergency Preparedness Director Joe DeFrancisco
Aaron LeClair, State Fire Instructor, Lincoln Fire Department
Mike Sudol, State Fire Instructor, Chittenango Fire Department
Tim Cowan, State Fire Instructor, Canastota Fire Department
Sam Usborne, State Fire Instructor, Cazenovia Fire Department

The meeting was called to order by Committee Chairman Roger Bradstreet at 8:31 a.m. in the Atrium Conference Room.

Minutes:

The minutes of the July 24, 2014 meeting were unanimously approved on the motion of Supervisor Bargabos and second of Committee Vice Chairman Carinci.

The minutes of the July 31, 2014 joint meeting with Government Operations were unanimously approved on the motion of Supervisor Bargabos and second of Committee Vice Chairman Carinci.

District Attorney's Office:

DWI Fines

Confidential Secretary Cheryl Williams provided the Committee with an update on the collection of DWI fines throughout the County. In just over three months, \$7,070.00 has been collected and some courts no longer having outstanding fines. Williams will provide the DWI policy and Order to Show Cause form for the Committee to review at the next meeting.

Sheriff's Office:

Sheriff Riley presented the following resolutions:

- a. Authorizing Chairman to Enter into an Agreement – Team Meeting Facilitator
The Committee unanimously approved the resolution on the motion of Salka and second of Carinci.
- b. Authorizing Stipend for Child Fatality Review Team Coordinator
The Committee unanimously approved the resolution on the motion of Bargabos and second of Salka.
- c. Authorizing Acceptance of Grant Award from NYS Office of Children and Family Services
The Committee unanimously approved the resolution on the motion of Carinci and second of Salka.
- d. Authorizing Out-Of-State Conference (MDT Grant)
The Committee unanimously approved the resolution on the motion of Bargabos and second of Carinci.

Landfill Enforcement Officer

In the past, the Sheriff's Office has been placed with the duties of providing the Madison County Landfill with a Deputy to enforce County solid waste laws. Due to the difficulty hiring and managing this position and after much research, Sheriff Riley proposed that this position become a competitive, testable position similar to Oneida County. The title would be Solid Waste Inspector. A memo and job description were provided for the Committee to review. The Committee agreed with the recommendation and the Sheriff will be meeting with Solid Waste next week to discuss further.

2015 Budget & Staffing

Sheriff Riley has requested eight corrections officer positions in the 2015 budget to help cut back on overtime and absenteeism. The positions would be filled with current part-time corrections officers. Nurse staffing remains low with 1 full-time and 1 part-time position. Recruitment for additional nurses continues.

E-911 Communications:

Tower Lease

Director Paul Hartnett reported that the resolution for the tower lease with Verizon Wireless was pulled at the last Board meeting due to last minute legal concerns from Verizon that are being addressed. Committee Chairman Bradstreet received a petition to get providers on the towers to improve Erieville cell phone service. Paul will reach out to cell phone providers to attend our Committee meeting. In the meantime, our Purchasing Agent will be advertising the site for lease in our official papers.

211 – United Way

Hartnett is working with Brenda Episcopo of United Way regarding the implementation of 211 in Madison County. United Way will be providing the advertising and Madison County calls will be handled through the Finger Lakes Call Center.

RMS Participation

Hartnett provided feedback he received from law enforcement agencies within the County on their hardware needs in order to participate in the Records Management System (RMS) Project. After reviewing the requests and with the Committee's approval, Hartnett and Scimone will draft a contract for the County to provide air cards for participating agencies for up to one year along with an equitable allowance to help cover additional hardware needs. The Committee is optimistic that agencies that choose not to join at this time may reconsider at a later date.

2015 Budget

Hartnett reported that the Master Site yearly maintenance of \$87,500 will be offset by the award from the 2013-2014 PSAP Sustainment Grant. New requests include replacement dispatcher furniture, upgrade of the 2005 E911 Phone System, and new software for EMD quality assurance.

Emergency Management:

Proposed Live Fire Training Facility Briefing

Emergency Preparedness Director Joe DeFrancisco introduced four State Fire Instructors who conduct most of the training for our County's fire departments and invited them to share insights and answer the Committee's questions about the proposed live fire training facility.

Madison County is one of the few counties not to have their own fire training facility. The closest facility that offers the opportunity to present different fire scenarios is Onondaga Hill. Classroom training has increased significantly over the years; however, there is less on the job training and fires in today's homes are much more dangerous with tighter homes and hotter burning materials. Live fire training is necessary to ensure confident and skilled firefighters that understand the dangers.

A training facility should be centrally located within the County and designed to handle numerous scenarios. The preferred location would be at the County landfill where there would be the ability to expand.

The Committee understands the value of a live fire training facility for the safety of firefighters and citizens, and \$250,000 has been committed toward a facility by the Committee Chairs. A master plan is needed for the facility, location, training numbers, etc.

The State Fire Instructors thanked the Committee for their time and are thrilled that at the Committee's consideration of a live fire training facility in Madison County. It is an investment that is

needed and will be well used and appreciated.

The Committee thanked the State Fire Instructors for sharing their expertise and hope that a training facility within the County will help recruit more volunteers.

Probation Department:

2015 Budget

Probation Director Joanne Miller presented her proposed budget for 2015 with an increase of approximately \$13,000, which is primarily due to the step increase in salaries and increased fringe expense. Personnel uniforms and body armor is needed due to a vacancy and retirement. Electronic monitoring bracelets have been removed from the budget as they have been found to be problematic and provide a false sense of security.

DWI Supervision Fees

The NYS Comptroller's Audit recommended that Madison County enact a local law to allow for the collection of supervision fees for probationers convicted and sentenced for DWI offenses to maximize revenue for the County. After researching formulas used by other counties, Miller recommended the formula used by Cortland County that provides consideration for income and would bring in an estimated \$1,580/month in revenue with our current DWI caseload numbers. Miller will present a local law at the next Committee meeting to be considered for a November hearing and adoption.

Other Committee Business:

Coroner

County Administrator Mark Scimone presented a draft Madison County Coroner Expectations document for the Committee to review and provide feedback. The current process was discussed in order to identify whether any improvements could be made to ensure that the County is as responsive as possible in the event of an unattended death, accident or disaster. Scimone will modify the draft Coroner Expectations document with the Committee's recommendations to share with the District Attorney at the next Committee meeting.

The Committee adjourned at 10:51 a.m. on the motion of Bargabos and second of Carinci.

Next Meeting Date:

September 18, 2014 at 8:30 a.m. in the Board of Supervisors' Chambers.

Respectfully submitted by Christine J. Coe for Chairman Roger D. Bradstreet and approved on September 18, 2014.

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

August 21, 2014 – 10:30 A.M.- Atrium Conference Room

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

PRESENT:

Committee: **John Salka**, Cliff Moses, and James Rafte.

Absent: . Dave Jones, and Eve Ann Shwartz

Supervisors:

County Staff: Marie Anselm, Scott Flaherty, Jamie Hart(12:03), Kipp Hicks, Scott Ingmire, Jim Petreszyn(~10:40), Mark Scimone(11:26), and Gwen Williamson

Additional Present: Paul O'Mara

Press:

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

A-1: The July 24, 2014 and August 12, 2014 meeting minutes were unanimously approved on a **MOTION** by Moses and seconded by Rafte. 10:33 3/0/0

A-2: Scott Ingmire presented the Sales Tax update on behalf of Cindy Edick. The general trend continues to be a positive one.

A-3: Scott Ingmire presented the Tax Auction update on behalf of Becky Marsala. Everything is going as planned and all is in place for the auction on September 13th. The Utica Street property in Hamilton will be included in the parcels being auctioned. The final State Assistance Contract (SAC) from NYS was just recently received which will allow GHD to finish their work.

A-4: Scott Ingmire presented the Career Center update on behalf of Tom Reichel. The Career Center Usage Report reflects that daily traffic is holding steady and shows nothing unexpected. Workforce Development has hired two new employees and has an advertisement out for a third. Unemployment is down right now at 6.2%.

A-6: Scott Ingmire presented the CGI Video Promotion update. This promotional opportunity is funded by local advertising revenue, and is otherwise free to the County. CGI sent a contract and letter for signature which was reviewed by the County Attorney's office. It is not recommended that the contract be signed unless changes were made. The Committee feels that the possible benefit of such a promotional program would not justify the time and money to revise the contract, nor the pressure that it would place on local businesses to advertise. Scott Flaherty will forward the information to the Chambers in the event that it may be better suited to their needs.

A-5: Jim Petreszyn presented the Madison County Parks Budget. Jim gave a brief update on the progress of the new pavilion project at Nichols Pond. Jim noted that the Parks budget has remained the same for many years. This year's request includes an additional money amount for capital improvement projects. There is only one portable toilet facility at Oxbow Falls Park; and because of the increase in parks reservations there is a need for a year-round, more permanent vault-style facility. Jim is recommending installing the double "Tioga" style instead of having to install a smaller one now and then having to dig again for a second one in

the near future, thereby saving money in the long run. The capital improvement line item also includes a lean-to project for the Youth Employment program and some paving.

A-7: Marie Anselm presented the AED Program update. Open Farm Day was a huge success. Survey results estimated over 5,000 visitors from 22 states and 148 unique zip codes attended. Sales numbers were up and 97% of visitors polled reported increased awareness of local products and farm businesses. Marie reported that work on the Equine Summit is moving forward nicely and it will be held at NYS Fairgrounds on September 18th. There will also be equine workshops in October. CCE will have hops and 4H displays at the NYS Fair this year.

A-8: Scott Flaherty presented the Tourism update. The 2nd quarter occupancy tax revenue is up. The Bouckville Antique week experienced wet weather, but was still well attended making for an overall good year. Scott shared examples of promotional materials, clippings and advertising. He mentioned that the Rochester area is now being targeted for tourism. Tourism has hired professional photographer Jan Regan to do 2 photo shoots this summer for use in future brochures. Scott also mentioned two recipients of the USDA grant and talked about an article that featured Madison County in Ale Street News – Brew Central.

A-9: Kipp Hicks presented the IDA update. Kipp reviewed a list of REDC applicants that he believes has reason to feel optimistic. Announcements are expected in September or October. The Johnson Brothers are awaiting paperwork from NY State. There are two other entities showing interest in opening a location at the ARE Park as well, more info will follow. The ARE Park infrastructure meeting will be held next week. The Costello Eye Center parking garage is fully operational. Hicks briefly discussed “defederalization” of loan funds, showing potential for long-term flexibility. Lastly, Kipp mentioned that the Nice-n-Easy stores are in the process of being sold, and it is the hope that the headquarters will remain in Madison County.

Additional Item: Paul O’Mara noted that the Cornell Cooperative Extension is doing well and that Marie and Ron are doing a nice job. Karen Baase will be retiring in October and will be missed. All the agencies are currently on the same floor now at CCE and interacting well. They are looking into having a more regional focus and working together with neighboring counties much like they already do with Oneida County. O’Mara said that a malting business will hopefully be up and running in the next year or so. He also noted that Cooperative Extension is looking for a farm business specialist.

A-10: Scott Ingmire presented the Workforce Development Budget. WD is 100% federally funded. There are 2 main funding sources: WIA and MOU’s with DSS. Scott said that if and when the move to the County building takes place, they will have more money for their main area of focus; training.

Scott Ingmire presented the Planning Department Budget. Scott reviewed the “big-ticket” items, such as Pictometry, Office Administration and Personal Services with and without fringe. The Planning budget total has remained under the 2003 budget amount since Ingmire became director. The number of employees has decreased from 10 to 5. The 2015 budget reflects an estimated budget increase of 95,000.00.

A-11: Scott Ingmire presented the Vegetation Harvester update. The harvester is past the point of being cost effective in its present state. The new operator has experienced numerous breakdowns this year. There will be a meeting to determine what the options are for next year; whether the County should invest some money into an overhaul or replacement of the machine, or should we consider not continuing with the program. Scott mentioned that the County Highway Department has been great helping to move the equipment around for us while in use.

A-12: Scott presented a report on a problem Tuscarora Lake is having with geese. The USDA Nuisance Wildlife Program was contacted and will commence a program to corral the geese and remove them from the lake. Tuscarora Lake is asking for money from FL-LOWPA to aid in this endeavor. The consensus of the Committee is that we should not become involved as a County at this time.

A-13: New Business: John Salka wanted to discuss the Taylor property request. Mr. Taylor is still pursuing the county-owned parcel. Salka told Rafte that the issue is not completely dead. John asked for a document to be drafted with very specific expectations and requirements the County would need agreed to in order to

sell this land to Mr. Taylor. John said to spell it out completely in concept, what easements, what restrictions, and everything pertinent to current and future uses of the land should be included. This document would then be presented to Mr. Taylor for his review. In the event that Mr. Taylor would still be interested in purchasing the parcel, the document would then go before the County attorney. Scott Ingmire suggested that the circumstances will change greatly in the next year or two. He encouraged that it might be in the County's best interest to wait until the ORT was established and the sewer infrastructure project was installed before selling the land, thereby eliminating many of the concerns and expenses of selling to Mr. Taylor right now. It was noted that the Committee's first responsibility is to the County and any impacts this decision would have to the County needs to be strongly and thoroughly considered. Jim Rafte said he will update Mr. Taylor on this discussion.

A-14: The next scheduled meeting of the Planning Committee will be September 18th at 10:30 A.M. in the Supervisors' Large Conference room.

A-15: The meeting was adjourned on a **MOTION** by Moses and seconded by Rafte at 12:03 P.M. 3/0/0.

NOTE: Jamie Hart came in just after adjournment to distribute handouts to the Committee members regarding the celebration and ribbon-cutting event to commemorate the first section of the Oneida Rail Trail opening on September 8th at 6:00 P.M.

Respectfully submitted: Gwen Williamson

Sign in Sheet

| Planning, Eco. Dev., Environ. & Intergov. Affairs | |
|---|--------------------|
| Date of Meeting: | AUGUST 21, 2014 |
| John Salka | <i>John Salka</i> |
| Cliff Moses | <i>Cliff Moses</i> |
| Jim Rafte | <i>Jim Rafte</i> |
| Eve Ann Schwartz | |
| Dave Jones | |

Others Present:

Yvonne Williamson - Planning Dept.
[Signature]
Kevin [Signature]
[Signature]
[Signature]
Mark Simone
[Signature]
[Signature]
[Signature]
[Signature]

HEALTH AND HUMAN SERVICES COMMITTEE

Monday, August 25, 2014

Atrium Conference Room

Committee Members Present

Alex Stepanski, Chairman, Town of Stockbridge

Lewis Carinci, Vice Chairman, City of Oneida

James Goldstein, Town of Lebanon

Joseph John Pinard, Town of Lenox

Paul Walrod, Town of Georgetown

Others Present

Mark Scimone, County Administrator

Donald Smith, Director, Veterans Service Agency

Steve Chaires, Deputy Commissioner for Administrative Services, Social Services

Teisha Cook, Director, Mental Health

Karolyn Sayles, Deputy Director of Administrative Services, Mental Health

Eric Faisst, Director, Public Health

Christine Coe, Executive Assistant to the County Administrator

Call Meeting to Order

Chairman Alex Stepanski called the meeting to order at 10:31 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 July meeting minutes. A motion to approve the minutes as written was made by Carinci, seconded by Walrod and carried unanimously.

Veterans Agency

Donald Smith provided a report of the Veterans Service Agency's activities and statistics for July 2014 and upcoming September events along with his proposed 2015 budget. A slight increase in the budget was due to step salary increases and fringe benefit expense, a new desk and required training. Don also provided a report on his experience working as a City Counselor during Boys State Program 2014.

Social Services

Steve Chaires provided the expenditures and caseload report for July 2014 along with the proposed 2015 budget. Foster Care and JD/PINS programs are over budget at 64.87% and 91.33%, respectively, due to increased costs per day for children that need higher levels of care. Utility costs have also put the Emergency Aid to Adults program over budget at 86.31% due to a shorter HEAP program. The significant increase in costs associated with these programs along with needed facility repairs and car replacements will impact the 2015 budget with a proposed local cost increase of \$911,038 from 2014.

Supervisor Goldstein questioned the whether the increase of JD/PINS children needing higher levels of care is a new trend or an anomaly and whether provisional planning is needed. Steve Chaires will provide a response to the Committee.

Steve Chaires presented the following resolution to the Committee:

Authorizing the Chairman to renew an agreement with Madison County Office for the Aging

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

Mental Health

For 2015 proposed budget, Teisha Cook stated that Mental Health is looking to hire two part-time contract workers in 2015. This would save on salary and fringe costs for the clinic. The department has downsized with five less full-time positions and plans to bring in more contract workers as full-time positions vacate. The proposed 2015 budget has increased \$321,451 from 2014 due to the vacant full-time Social Worker positions. The total cost to the county is \$171,047. A regulation change will impact Federal funding for administering Medicaid revenue but no guidance for budget planning has been provided.

Currently, Mental Health has \$76,861 in State Aid that is used for CNY services to provide a forensic case manager to the department. Teisha believes makes more sense to use this money for a forensic social worker for the Jail. She will be meeting with Sheriff Riley to discuss this further. The Community Services Board will be looking at State Aid and all contract agencies to provide a report for this Committee.

Karolyn Sayles provided an overview of Mental Health's Fiscal and Accounts Receivable Reports for July 2014 showing a year-to-date surplus of \$17,579.

Teisha Cook presented the following resolutions to the Committee:

Authorizing the Chairman to terminate agreement with Chittenango Central School District

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

Authorizing Chairman of the Board of Supervisors to enter agreement with ValueOptions

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

Authorizing the modification of the 2014 adopted budget

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

Authorizing the Chairman to proclaim September as National Recovery Month

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

Public Health

Eric Faisst presented the following resolutions to the Committee:

Authorizing the Chairman to modify an agreement with Lanpher's Transport, Inc.

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

Authorizing the modification of the 2014 adopted County budget for aerial application of mosquito adulticide

Discussion: A State of Emergency was declared for Madison County in the Town of Sullivan on August 25th due to the imminent threat to public health posed by the presence of EEE based on current mosquito activity in Madison County. A press release went out to the media and was posted on the website along with on Friday to notify the public that

Madison County Health Department is making plans for aerial spraying in the Town of Sullivan as soon as Tuesday, August 26th, weather permitting.

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

Eric presented the Health Department's 2015 proposed budget that is \$141,461 (4.63%) less than 2014. The 2015 budget year will be the first full year with the State Aid changes. There are currently two vacant positions, OAI and Public Health Educator. Eric would like to change the OAI to a part-time position and reclassify the Public Health Educator to a Biostatistician that can analyze health data to build capacity for health assessments and reduce the need to hire consultants. Costs for per diem nurses have decreased. Escrow payments to the State for the EI program save the department money and the revenue from the sale of the CHHA will continue for a couple more years.

Motion to Adjourn

There being no further business to discuss, a motion to adjourn the meeting was made by Pinard at 12:03 p.m., seconded by Goldstein and carried.

Next meeting: September 22, 2014 at 10:30 a.m. in the Supervisors' large conference room.

Respectfully submitted by Christine J. Coe for Chairman Alexander R. Stepanski and approved on September 22, 2014.

MADISON COUNTY BOARD OF HEALTH
Monday, August 25, 2014
Public Health conference room, Wampsville, NY

BOARD OF HEALTH MEMBERS PRESENT:

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

OTHERS PRESENT:

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

Maggie Argentine called the Board of Health Meeting to order at 6:45 p.m., indicating that there was a quorum for the Board of Health. The Board reviewed the July minutes. Motion to approve the minutes as written was made by Sam Barr, seconded by Maggie Argentine and approved by all.

Record of Claims:

The record of claims was distributed for review and approval. Motion to approve the record of claims was made by Maggie Argentine, seconded by Sam Barr and approved by all.

Strategic Items:

Madison County Rural Health Council (MCRHC) Update

- Dr. Goel is a Cazenovia dentist who will be joining the council.
- Hired consultant for strategic plan development.
- Eric and Bonnie Slocum met with County transportation committee.
 - Will be looking at becoming the mobility manager for transportation
 - Will be working with committee to update transportation plan
- Involved with DISRIP activities.
 - Surveys being done through Upstate and St. Joe's
- Next meeting in September.

Healthy Weight Update – FitKids Madison County

- Policy and procedure manual draft being reviewed.
- Executive summary being reviewed.

- Good success with second session.
 - 6 of 8 kids returned from first session, with 5 completing (5 will serve as future peer mentors)
 - 1 was hindered from completing because of sports involvement
- Lessons learned:
 - Focus on effective communication, documentation and obesity management
 - Need more involvement from physicians
 - Expand nutritional component
- Oneida Healthcare will be running another session
 - Dr. Danadian serving as medical director
 - Based on physician referrals

REPORTS:

Division reports were submitted prior to the meeting for review.

Prevent Update:

Refer to the report.

Environmental Update:

Refer to the report.

EI/Pre-K Update:

Refer to the report.

Medical Director:

Refer to the report.

- Discussed Ebola virus.

County:

No report.

President:

No report.

Director:

- ADA compliance – DOJ audit.
 - Working on DOJ agreement and corrective action plan
- 2015 budget.
 - Presented to HHS committee
 - 4-1/2% less than 2014
 - Vacant health educator position – reclassified as biostatistician, under Prevent Division
 - Replacing cars (2)
 - IPAD's for Environmental Division, to allow electronic documentation in the field
- Met with Madison school supervisor, to discuss their desire to become a community hub for services to local community.
- Medical countermeasures.
 - Received NYS approval for location change of our POD site for our exercise

- Commend EI division on 100% compliance with program standards.

OLD BUSINESS:

Department Strategic Plan

- Updating mandates.
- Revising mission and vision.

Gas Compressor Station

- Met with workgroup on 8/13.
- Comments submitted by community.
- FERC is planning to set up public hearing at Georgetown town hall in mid-September.

Private Wells

- A letter of support for NYS Assembly bill A01040 was drafted and approved, to be sent to the following:
 - Senator David Valesky
 - Assemblyman William Magee
 - Senator Dean Skelos, Co-Leader, Senate Majority Coalition
 - Senator Jeff Klein, Co-Leader, Senate Majority Coalition
 - Senator Kemp Hannon, Chair, NYS Senate Committee on Health
 - Assemblyman Richard Gottfried, Chair, NYS Assembly Committee on Health
 - NYSACHO
 - NYSAC
 - Board of Supervisors
 - Conferences of Environmental Health Directors
- Motion to approve made by Rachel Elder, seconded by Sam Barr, and approved by all.

NEW BUSINESS:

Mosquitos

- 5 positive EEE pools have been found.
- Aerial spraying to take place 8/26 (weather-dependent).
 - Resolution signed by BOS for additional costs
 - Notifying neighbors and businesses
 - Outreach includes press, NYS, reverse 911, website
 - Surveillance will be ongoing
 - First spraying since 2005

Fluoridation in Oneida City Water

- Sam Barr has contacted the following:
 - City council
 - Oneida Hospital
 - School board
 - Meeting with local dentists on 8/26
- Letter of support from Board to be discussed at September's meeting.
- Data on the number of individuals on Medicaid Assistance for Oneida is being collected.

- Will research to locate any materials on record from BOH.
- Want to reach out to pediatricians and school nurses. Will compile lists serving Oneida area.

September Meeting

- September meeting will be in Stockbridge.
- Local medical groups will be invited to attend.

Board of Health meeting adjourned at 8:15 p.m. The next meeting will be held September 22, 2014, in Stockbridge, at 6:30 p.m., at the school library.

Prepared by Anne Carruthers



Dept. of Solid Waste & Sanitation
PO Box 27, Wampsville, NY 13163
SHARON A. DRISCOLL,
Recycling Coordinator/Media Director
Phone: 315/361-8408
sharon.driscoll@madisoncounty.ny.gov

Solid Waste and Recycling Committee Meeting August 26, 2014

Approved the minutes from July 8, July 22 and August 12, 2014

Chairman Jim Goldstein called the Solid Waste and Recycling committee meeting to order at 9:05 a.m. in the Scale-house/Education Room at the main landfill site on Buyea Rd. in the Town of Lincoln.

Those in attendance were Chairman Jim Goldstein and Solid Waste Director James A. Zecca. Solid Waste Committee members in attendance were: Supervisors James Rafte, Scott Henderson and Richard Bargabos. Supervisor Darrin Ball was absent. Also present were, Russ Hammond, Operation Manager, John Condino and Kevin Voorhees of Barton and Loguidice, Attorney William Buchan, Kipp Hicks, Director of the IDA, Sharon Driscoll and Mary Bartlett Recycling Coordinators, Mark Scimone, County Administrator, Mike Hulland, ARC Director and Allen Riley, Madison County Sheriff.

Approve Solid Waste Minutes from July 8, July 22 and August 12, 2014 –

Motion by J. Rafte to approve the Solid Waste and Recycling committee minutes as read for July 8, July 22 and August 12, 2014 seconded by S. Henderson and approved.

Solid Waste Department Business:

Approve mixed paper & lite iron quotes/agreements:

Director Zecca reported that two quotes were received for lite iron and steel: one from Upstate Shredding and one from Waste Management Recycle America. Director Zecca's recommendation was to contract with Upstate shredding who have a gross ton rate of \$257 and a floor price of \$200. This is to be a two year contract.

Motion by S. Henderson to accept Upstate Shredding's price of \$257 a gross ton and a floor price of \$200 for a two year contract seconded by J. Rafte and approved.

Motion by S. Henderson to accept the high bid of \$70.05 per net ton of acceptable quality mixed waste paper from Waste Management Recycle America for two years commencing on September 14, 2014 seconded by R. Bargabos and approved.

ARE Park sewer and water project updates:

J. Condino reported that during the last Solid Waste meeting the committee decided to forgo the easement they had considered from the apartment house on the corner of Upper Lenox and Rte. 5.

The committee agreed that a gravity sewer would be installed on the south side of Rte. 5 but not on Upper Lenox as okayed by the Madison County Highway Superintendent Joe Wisinski during the July 22, 2014 Solid Waste meeting.

J. Rafte reported that he spoke with the property owners about granting a possible easement on their property for the valve control building. He said they were receptive to the idea. However, they requested a meeting with the Solid Waste Committee to gather further information.

J. Condino explained that an easement would be required along Rte. 356A as there is not enough room in the right-of-way before getting into the State Highway. This will involve making arrangements for easements with property owners. He noted that the land at the bottom of the hill is owned by Mr. Schmitt and said that no one had spoken to him as of the August 26 meeting. The committee agreed that this should be handled by Attorney Bill Buchan. Barton and Loguidice have drafted all of the descriptions necessary for the easements.

In regard to laying a second line during the construction phase of the sewer that would allow residents of Upper Lenox to hook up to the sewer line the City of Oneida has determined that there is no interest by residents for this option. We will bore underneath Rte. 5, said Condino.

Motion by S. Henderson to authorize Attorney William Buchan to move forward with easement discussions with the property owners that would be affected by the easement for the sewer line installation seconded by J. Rafte and approved.

Water Line:

It was mentioned that a meeting was scheduled following the Solid Waste meeting to discuss timelines and technical aspects of the water line to be installed at the Buyea Rd. Landfill site.

The committee also spoke of having a meeting with Lincoln Supervisor Darrin Ball to bring him up to speed on projects underway at the Dept. of Solid Waste.

ARC Budget Update:

The committee reviewed ARC's proposed budget for 2015 as presented by Mike Hulland, executive associate director of Enterprise. The proposed budget shows an increase of 3.3 percent due to an increase in minimum wage to \$8.75 and electric utilities are up \$5,000.00, according to Hulland.

Hulland reported that the bailer needs to be relined and the wear bars at the top of the box are bent. The bailer is the most important piece of equipment at the ARC Recycling center: "The heart of the operation." This repair will cost \$32,569.00.

Hulland also reported that the fork lift had to be replaced. He estimated the cost of a new forklift at approximately \$25,000 less the trade in value of the current forklift.

The committee discussed the pros and cons of making the bailer repair this year rather than in 2015. The committee agreed that both the bailer repair and the forklift should be completed in 2014 if possible.

Plastic to oil project update:

Director Zecca reported that he was still waiting to hear from the state regarding the status of the grant for J.U.M. Global's project at the ARE Park.

Solar Liberty project update:

Director Zecca reported that Solar Liberty was to begin installation of the standalone solar panels "today" (August 26, 2014) but were held up. "We will be getting a more efficient system that was first purposed and will have two inverters rather than one."

Proposed 2015 Solid Waste budget:

Director Zecca presented the committee with a one page summary comparison of the long term budget projections. He explained that the county is down to 40,000 tons a year of solid waste and that is driving all economics. The department is looking at building cells 8 and 9 next year, but declining tonnage has resulted in dwindling reserves.

Following an in-depth discussion the committee agreed that building cells 8 and 9 in 2016 rather than 2015 would make better financial sense. R. Hammond explained that the waste can be pushed up on top of cells 4, 5 and 6 giving the department more time before beginning construction on cells 8 and 9, which are three acres each.

The committee also discussed raising the commercial tipping fee along with the residential punch card fee in 2015. B. Buchan reported that the department needs to look at replenishing the reserve fund. His suggestion was to increase the commercial tipping fee by \$5 a ton in 2015 and then every year thereafter impose an increase of \$2.50 a ton. "The committee has been extremely conservative in the past," said Buchan.

Chairman Goldstein explained that an increase of \$5 per ton would put the department in the best position going forward: "This increase is vital to our financial wellbeing."

It was mentioned that the Dept. of Environmental Conservation (DEC's) goal is to cut waste more than half. However, for systems like Madison County this type of cut would greatly reduce the income stream.

Zecca reported that Tompkins and Otsego Counties charge a fee or surcharge for each household that pays for recycling programs.

Attorney Buchan said, "We (Madison County) could take another look at a county curb side collection."

Motion by S. Henderson to increase the commercial tipping fee in 2015 to \$2.50 per ton and to put off construction of cells 8 and 9 until 2016 seconded by J. Rafte and approved.

Motion by S. Henderson to increase the residential punch card fee in 2015 from \$13.50 to \$14.00 for five punches seconded by R. Bargabos and approved.

The overall proposed budget increase for 2015 is 1.7 percent. However, that is before retirement and medical increases to be determined by the Treasurer's office. Zecca and Hammond will be presenting the Solid Waste Budget to the Herring Board on September 12, 2014.

The proposed budget shows \$338,112 to be set aside for the Closure/Post Closure fund in 2015, which equivalent to what was set aside in 2013. Director Zecca reported that all engineering line items will be combine in the upcoming year's budget.

Motion by S. Henderson to send the proposed 2015 Solid Waste budget to the Finance Committee for approval seconded by J. Rafte and approved.

Cover material update – Creek Flat Construction proposal –

Director Zecca reported that Creek Flat Construction, a local company, asked to be on the list to bring alternative daily landfill cover material to the Madison County Landfill. Zecca noted that historically, the landfill has taken cover material from Abscope and Paragon but "I would like to give this company a chance."

Zecca told the committee that he would like to end Creek Flat Construction's contract the same as Abscope and Paragon's contracts.

Motion by S. Henderson authorizing the chairman to enter into an agreement to accept alternative daily landfill cover material from Creek Flat Construction, LLC (petroleum contaminated soil) on an as needed basis at \$18.00 per ton from September 10, 2014 through April 8, 2015 seconded by J. Rafte and approved.

Proposed Solid Waste enforcement officer position:

Sheriff Allen Riley spoke to the committee about the Landfill Enforcement Officer. Sheriff Riley's written memo to County Administrator gave a bit of history regarding this position and the Sheriff's recommendation moving forward.

In the past the Sheriff's Office was responsible for providing the Landfill with a deputy to enforce county solid waste laws. He indicated that this position has become cumbersome to fill each year because the person hired has to have police powers under the current agreement.

Sheriff Riley said, "After much research, this office proposes that the County Landfill create a position of Solid Waste Inspector. This position would be overseen by the Solid Waste Director." Director Zecca agreed with the Sheriff's recommendation.

The position will be 20 hours a week. Director Zecca will begin the procedure of creating a new position by first talking with the Personnel Dept. A line item will be eliminated from the Sheriff's budget and one will be added to the Dept. of Solid Waste for payroll purposes and a job description will be created for the new Civil Service position. The final paperwork will be submitted to the Government Operations committee and if approved will be sent to the Board of Supervisors for final approval.

It was noted that if a case being investigated by the new Solid Waste Inspector was found to be criminal rather than civil it would be turned over to the Sheriff's Office.

Motion by S. Henderson authorizing Director James A. Zecca to move forward in creating a new Civil Service position titled "Solid Waste Inspector" for 20 hours a week to investigate and enforce solid waste laws seconded by J. Rafte and approved.

Budget Transfers 2014 – Engineering, legal and recycling:

Motion by S. Henderson to transfer \$100,000.00 of the money received from the Oneida Indian Nation (OIN) and approved by the Government Operations committee to reimburse the Department of Solid Waste into the legal line item and \$100,000.00 into the engineering line item of the department's 2014 budget seconded by S. Henderson and approved.

Note: Any remaining funds at the end of 2014 will be transferred into the 2015 Engineering and Legal line items.

Motion by R. Bargabos to transfer \$20,000 into the recycling line item of the approved 2014 budget seconded by J. Rafte and approved.

Note: There are several reasons for transferring funds into the recycling account: the high cost of tire disposal and to purchase more recycling bins before the DEC Equipment Grant, which pays 50% of the cost of the recycling bins, ends.

Update Department Blue Collar work rules:

Director Zecca reported that he is in the process of updating the department's Blue Collar work rules. He is planning to release the updated work rules in September of 2014.

Miscellaneous Business:

CRT Update:

Current difficulties regarding the disposal of CRTs have prompted LOJO's Technology to stop accepting televisions and monitors. They will however, continue to accept all other electronics for recycling. Director Zecca explained that the Department of Environmental Conservation (DEC) is not enforcing the electronics product stewardship law when it comes to CRT's, leaving all of the communities (counties) to face this dilemma on their own."

Director Zecca reported that the televisions and monitors will be going to Gary's Auto Parts in the City of Oneida at no charge providing the landfill staff delivers them to his Fitch St. warehouse and provide him with a sufficient amount of wooden pallets/shrink wrap for shipments.

Gary's Auto parts is owned and operated by Jim Clark. He has agreed to also pay the department of Solid Waste .31 cents per pound for car, truck, lawn mower and motor cycle batteries that are delivered to his warehouse. Clark is also interested in taking the Landfill's household batteries and is willing to pay for them. This item has historically cost the County .10 cents to .16 cents to dispose of.

Smithfield Storm:

R. Bargabos, supervisor for the Town of Smithfield, reported that the tornado that destroyed a number of homes on July 9th, had also ruined one home by lifting it, putting it down and lifting it up once again. Although this house remained standing it was unlivable and has been condemned.

The structure has to be taken down. All of the other structures that were destroyed by the tornado were taken away and disposed of by the Madison County Dept. of Solid Waste at no charge to the residents or the town.

R. Bargabos explained that the resident will do all the demolition themselves. However, they need dumpsters. He said the house was built in the 1990's so there are no asbestos issues.

Motion by R. Bargabos to take the debris from the twisted and condemned house ravaged by the tornado on July 9th to the Madison County Landfill at no cost to the residents seconded by S. Henderson and approved.

Safe Pill Collection and Shredding Event:

S. Driscoll reported that the Safe Pill Collection would be held from 9 a.m. to 1 p.m. Saturday, September 27 at the Buyea Rd. Landfill site in the Town of Lincoln. She passed out the press release that was sent to the media.

Driscoll also reported that Pro-shred of Syracuse and Albany agreed to collect the paper for free: a community service as outlined in the contract agreement with Madison County. This event will also be held from 9 a.m. to 1 p.m. Sat., Sept. 27.

Vintage Chevy Car Club Tour:

S. Driscoll handed out a press release detailing the Vintage Chevrolet Club of America's tour of the Madison County Landfill site. She also explained that the vintage cars would be on display for two hours (from 2 to 4 p.m.) on the lawn in front of the ARC Recycling Center if anyone wanted to view the vintage vehicles.

Fire Wood:

R. Hammond, landfill operations manager, reported that the landfill is getting a lot of wood waste (logs) that could be cut up and used for firewood. This firewood could be sold to the public rather than paying to have it ground up, "although we would still have to grind up stumps," said Hammond.

Hammond indicated that he would like to send several employees to special training similar to what the highway employees take to become certified in Chain Saw Safety. Employees will also have to take a required first aid and CPR course.

Mark Scimone will check with the County Attorney's office. Director Zecca will be contacting the County Treasurer regarding selling the firewood and any applicable sales tax. "I am hoping to make the logs an asset rather than a liability," said Director Zecca.

Motion by J. Rafte to move forward with the Chain Saw Safety certification training for landfill employees, which would prepare them to cut up logs into firewood lengths seconded by S. Henderson and approved.

Next meeting –

The next meeting of the Dept. of Solid Waste and Sanitation will be at 9:00 a.m. Tuesday, September 23, 2014 in the Supervisor's Conference room on the second floor of the County Office Bldg. in Wampsville, NY.

Adjourn Meeting –

Motion by J. Rafte to adjourn the Solid Waste and Recycling Committee meeting seconded by R. Bargabos.

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

MINUTES
FINANCE, WAYS AND MEANS COMMITTEE
August 28, 2014

Present:

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

Supervisors: D. Degear

County Staff: C. Brophy, C. Edick, D. Roe, M. Scimone, P. Smith

Absent: D. Ball

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

I. Approval of Minutes

Motion by J. Salka to approve the minutes of the July 31, 2014 and August 12, 2014 meetings; second by J. Pinard. Motion unanimously approved.

II. Real Property Tax Director

C. Brophy and P. Smith reviewed the 2015 departmental budget request for the Real Property Tax Services department. Brophy also discussed the maintenance agreement for their Xerox equipment.

III. County Clerk

D. Roe reviewed the 2015 departmental budget request for the County Clerk and Historian departments.

IV. County Treasurer

C. Edick reviewed an Analysis of Sales Tax Receipts, Analysis of Off-Track Betting Revenue, Actual Medical and Prescription Claims Payments, and year-to-date Contingent Fund activity. Edick also reviewed the 2015 departmental budget request for the County Treasurer department.

V. Resolutions

1. Authorizing the Chairman to Enter into an Agreement and Modifying the 2014 County Budget – Motion by J. Pinard to approve the resolution; second by R. Bargabos. Motion unanimously approved.
2. Authorizing Acceptance of Grant Award from NYS Office of Children and Family Services to Madison County Sheriff's Office – Motion by R. Bargabos to approve the resolution; second by J. Salka. Motion unanimously approved.
3. Acknowledging Introduction of Proposed Local Law No. 2 for the Year 2014 and Calling for a Public Hearing – Motion by R. Bargabos to approve the resolution; second by J. Pinard. Motion unanimously approved.
4. Adopting Local Law No. 2 for the Year 2014 – Motion by R. Bargabos to approve the resolution; second by J. Pinard. Motion unanimously approved.

5. Authorizing Chairman to Enter into an Agreement – Motion by J. Pinard to approve the resolution; second by R. Bargabos. Motion unanimously approved.
6. Authorizing the Modification of the 2014 Adopted County Budget – Motion by J. Salka to approve the resolution; second by R. Bargabos. Motion unanimously approved.
7. Authorizing the Modification of the 2014 Adopted County Budget for Aerial Application of Mosquito Adulticide – Motion by J. Pinard to approve the resolution; second by J. Salka. Motion unanimously approved.
8. Establishing the Office of Emergency Management and Creating a Director of Emergency Management Position and Modifying the 2014 Adopted Budget – Motion by J. Salka to approve the resolution, pending a salary recommendation and approval by the Government Operations Committee; second by J. Pinard. Motion unanimously approved.

VI. Other Business

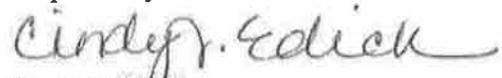
There was discussion regarding the need for revenue generation for the Department of Solid Waste.

There was also discussion regarding the creation of a capital reserve for a fire tower and training facility.

VII. Adjournment

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

Respectfully submitted,



Cindy J. Edick

Madison County Treasurer

MADISON COUNTY DEPARTMENT OF PERSONNEL/CIVIL SERVICE

COUNTY OFFICE BUILDING
P.O. BOX 636
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Ryan D. Aylward
Director of Labor Relations
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GOVERNMENT OPERATIONS COMMITTEE

August 28, 2014

Minutes

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

Also Present: R. Aylward, J. Campanie (phone), C. Edick, D. Hansen, Donna Neal, S. Prievo,
M. Scimone, N. Shafer-Farino, T. Wayland-Smith, C. Urtz, and E. Zehr

Absent R. Bono

D. Degear called the meeting to order at 10:30 a.m.

I. MINUTES – Minutes from July 31, 2014 - Motion by C. Moses to approve the minutes from the above dated committee meetings. Second by E. Shwartz. The motion was unanimously approved.

II. RESOLUTIONS

- A. Retiree Recognition - Motion by E. Shwartz to approve the resolution. Second by C. Moses. The motion was unanimously approved.
- B. Abolishing a Motor Equipment Operator Position and Creating a Painter Position - Motion by C. Moses to approve the resolution. Second by E. Shwartz. The motion was unanimously approved.
- C. Authorizing Attendance at an Out-of-State Conference - Probation - Motion by E. Shwartz to approve the resolution. Second by C. Moses. The motion was unanimously approved.
- D. Authorizing the Chairman to Enter an Agreement – Phone System - Motion by J. Reinhardt to approve the resolution. Second by E. Shwartz. The motion was unanimously approved.
- E. Authorizing a Stipend for the Child Fatality Review Team Coordinator – The committee requested this resolution be sent back to Criminal Justice committee for the justification of the stipend increase.
- F. Authorizing the Modification of the 2014 Adopted Budget - IT - Motion by E. Shwartz to approve the resolution. Second by C. Moses. The motion was unanimously approved.
- G. Establishing the Office of Emergency Management and Creating a Director of Emergency Management Position – This resolution was pulled for further review.

- H. Designating a Minority Business Officer - Motion by J. Reinhardt to approve the resolution. Second by E. Shwartz. The motion was unanimously approved.
- I. Authorizing the Chairman to Enter into an Agreement – Humana – Motion by C. Moses to enter into an agreement. Second by E. Shwartz. The motion was unanimously approved.

III. OTHER

- A. BCG – Retiree Health Insurance – D. Neal from BCG presented a summary of the 65+ Retiree Health Insurance supplement RFP responses. BCG recommended Humana as they have the greatest network coverage, showed significant cost savings and retirees could see a slight increase to their benefit.
- B. BMI Eligibility Audit Update – R. Aylward updated the committee on the status of the BMI dependent eligibility audit. As of this date, 25 people have not completed the audit. The 3rd and final round of letters was recently mailed to those that have not completed the audit. All union officials, management employees and elected officials were personally notified of their audit status by R. Aylward.
- C. Management Salary Study Update – E. Zehr stated that all interviews have been completed. Public Sector HR Consultants (PSHR) noted that all employees were very polite and cooperative through the process. PSHR is hoping to have a draft recommendation to the County by the October 2 committee meeting.
- D. Computer Policies and Procedures – M. Scimone provided updates made to the following computer policies and procedures: Use of Portable Storage Devices, New Employee Orientation, Use of Computer and Related Equipment. The committee approved all recommended changes to the policies and procedures.
- E. PCI Assessment – Bonadio – M. Scimone explained that The Bonadio Group reviewed the County's current procedures regarding storage of credit card numbers on the network. It was determined that the County system has vulnerabilities in this area. New software that will eliminate these vulnerabilities is in the 2015 budget.
- F. Coroners – Other Counties – E. Zehr provided an update on Coroner pay for the two other NYS Counties where the District Attorney also serves as the Coroner. In Lewis County, the District Attorney receives no additional compensation performing Coroner duties. The same is true in Oswego County, but there are 2 Deputy Coroners that receive stipend of \$5,495 annually, and a Senior Coroner that receives a stipend of \$10,990 annually. Madison County's District Attorney receives a stipend of \$4,500 annually for his Coroner responsibilities. The committee recommended leaving things as they are for now.
- G. Laborer Position – M. Scimone explained that the Laborer position in the Highway was created with the intent to work a 5 day work week. The incumbent of the position is the only Blue Collar Highway department employee working that schedule during the summer months. The CSEA Blue Collar unit filed a grievance stating this violated the contract. This employee has since been taken off of the 5 day work week and is working the same shift as the other Highway department employees. The grievance has since been withdrawn.

- H. Use of County Passenger Vehicles – The committee recommended that the current Highway Operations Manager be authorized to drive a county vehicle to and from his place of residence for commuting purposes, just as the former incumbent of the position did. In accordance with the Use of County Vehicles policies and procedures, authorization of such must be provided in writing to the Highway Superintendent, by the Chairman of the Government Operations Committee. A memo will be sent to Joe Wisinski authorizing Richard Durant to drive a county vehicle to and from work effective immediately.
- I. Purchasing Policy – N. Shafer-Farino discussed revisions made to the County Purchasing Policy which were made to accommodate the Munis software system. The committee approved the recommended changes to the policy. Motion by J. Reinhardt to accept the changes. Second by C. Moses. The motion was unanimously approved.
- J. Budgets
- Personnel – E. Zehr presented the budget for the Personnel Department.
 - Clerk to the Board of Supervisors – C. Urtz presented the budget for the Clerk to the Board of Supervisors.
 - Board of Supervisors – M. Scimone presented the budget for the Board of Supervisors. The committee stated that Park Strategies will need to be discussed further at committee of the whole.
 - County Attorney – J. Campanie presented the budget for the County Attorney's office.
 - Information Technology M. Scimone presented the budget for I.T. M. Scimone highlighted the new items being budgeted for in 2015.

IV. MOTION TO ENTER EXECUTIVE SESSION - Motion by E. Shwartz to enter executive session. Second by J. Reinhardt. The motion was unanimously approved.

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

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

V. NEXT MEETING: Thursday, October 2, 2014 @ 10:30 a.m.

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

**Criminal Justice, Public Safety and
Emergency Communications Committee**

Special Meeting Minutes

September 9, 2014

PRESENT: Chairman Roger Bradstreet
 Vice Chairman Lewis Carinci
 Supervisor John Salka

ALSO: Supervisor John Pinard
 E-911 Communications Director Paul Hartnett

The meeting was called to order by Chairman Roger Bradstreet at 1:16 p.m. in the Board of Supervisors' Chambers.

E-911 Communications Director Paul Hartnett presented a resolution:

**Authorizing the Chairman to apply for a New York State Division of Homeland Security and
Emergency Services (DHSES) – 2014-15 Public Safety Answering Point (PSAP) Operations
Grant Program.**

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

Chairman Bradstreet recommended researching grant opportunities that would help fund vendor equipment and encourage them to lease our tower sites. Improved cell phone and internet access throughout the county would benefit emergency response. Director Harnett stated that the move from 3G to 4G will require additional tower sites for cellular vendors and may work to our advantage. Bradstreet recommended meeting with vendors and establishing partnerships that will benefit both sides.

The meeting adjourned at 1:29 p.m. on the motion of Carinci and second of Salka.

Next Meeting Date:

September 18, 2014 at 8:30 a.m. in the Board of Supervisors' Chambers.

Respectfully submitted by Christine J. Coe for Chairman Roger D. Bradstreet and approved on September 18, 2014.

**Criminal Justice, Public Safety and
Emergency Communication Committee**

Special Meeting Minutes

September 9, 2014

PRESENT: Chairman Daniel Degear
 Vice Chairman Lewis Carinci
 Supervisor David Jones
 Supervisor John Salka

ALSO: Supervisor Roger Bradstreet
 County Administrator Mark Scimone
 E-911 Communications Director Paul Hartnett

The meeting was called to order by Chairman Daniel Degear at 2:37 p.m. in the Board of Supervisors large conference room. Chairman Degear has been temporarily appointed as acting-Chair of this Committee until Supervisor Bradstreet can return to his post.

After reviewing the Committee's draft Coroner Expectations, District Attorney William Gabor provided the Committee with a memo containing a Coroner Policy and Expectations for their review and consideration. This policy would ensure that the outlined process is as expedient as possible.

The Committee will review the policy and share any further recommendations with the District Attorney at the next Committee meeting.

The meeting adjourned at 2:48 p.m. on the motion of Degear and second of Jones.

Next Meeting Date:

September 18, 2014 at 8:30 a.m. in the Board of Supervisors' Chambers.

Respectfully submitted by Christine J. Coe for Chairman Daniel S. Degear and approved on September 18, 2014.