

Administration and Oversight
Thursday, July 22, 2021 @ 12:30 PM
Chambers / Zoom

MINUTES

12:30 Call Meeting to Order
PM

Chairman Dave Jones called the meeting to order at 12:30 p.m. in the Board Chambers.

Committee Members present:

Chairman Dave Jones, Vice Chairwoman Yvonne Nirelli (via Zoom), Supervisor Ron Bono, and Supervisor Joe Ostrander

Others present:

County Attorney Tina Wayland-Smith, Intern Noah Devaney, Elections Commissioner Mary Egger, Elections Commissioner Alan Cohen, Purchasing Agent Laurie Winters, Public Information Officer Samantha Field

Absent: Supervisor T.J. Stokes

Approval of Minutes

- A&O Meeting Minutes - June 17, 2021

Motion by Ron Bono to Approve the minutes of the June 17, 2021 meeting. Second by Dave Jones. The motion was Passed.

Board of Elections:

1. Department Update

Elections Commissioner Mary Egger reported that the Elections Office is getting ready for the next elections. They are almost ready to make ballots and inspector training has started. In regards to early voting, Mary provided a cost analysis per voter.

General Election 2019 - \$17.00 per voter

Primary Election 2020 - \$65.00 per voter

General Elections 2020 - \$3.00 per voter

Primary Election 2021 - \$149 per voter

The requirement of moving to the Town of Sullivan increased costs and made for a more difficult and stressful experience. Mary recently attended a roundtable on early voting and election reform hosted by Congresswoman Claudia Tenney and attendees were able to share concerns that they have. She hopes the conversation continues.

Purchasing:

1. Department Update

Purchasing Agent Laurie Winters stated that charges have totaled \$4.2M to date with 2 months to go during the rebate cycle. We were at \$2.7M at the same time last year. A rebate of approximately \$46K is projected this year. The office continues to be busy with RFPs and Bids.

Resolutions:

1. Changing the Date of the September 2021 Board of Supervisors Monthly Meeting

Motion by Yvonne Nirelli to approve the resolution. Second by Joe Ostrander. The motion was Passed.

2. Authorizing the Chairman to Enter into an Agreement with the New York State Board of Elections in Regards to the Early Voting Expansion Grant Program and Modifying the Adopted 2021 County Budget

Motion by Ron Bono to approve the resolution. Second by Yvonne Nirelli. The motion was Passed.

3. Authorizing the Chairman to enter into an Agreement with New York State Board of Elections in Regards to the Technology Innovation and Election Resource Grant Program and Modifying the 2021 Adopted County Budget

Motion by Ron Bono to approve the resolution. Second by Yvonne Nirelli. The motion was Passed.

4. Designating disposal of obsolete and/or surplus County personal property

Motion by Yvonne Nirelli to approve the resolution. Second by Ron Bono. The motion was Passed.

Other Committee Business

None

Preferred Agenda

Motion by Ron Bono to include all resolutions in the Preferred Agenda. Second by Dave Jones. The motion was Passed.

Next Meeting:

1. Thursday, August 26, 2021 @ 12:30 PM

Adjourn

Motion by Dave Jones to adjourn the meeting at 12:52 p.m.. Second by Joe

Ostrander. The motion was Passed.

Administration and Oversight
Thursday, June 17, 2021 @ 12:30 PM
Zoom or Chambers

MINUTES

12:30 Call Meeting to Order
PM

Chairman Dave Jones called the meeting to order at 12:30 p.m. via Zoom video conference.

Committee Members present:

Chairman Dave Jones, Vice Chairwoman Yvonne Nirelli, Supervisor Ron Bono, and Supervisor Joe Ostrander

Others present:

County Administrator Mark Scimone, 2nd Assistant County Attorney Melissa Martel-Felton, Intern Noah Devaney, Elections Commissioner Mary Egger, Deputy Elections Commissioner Maggie Conley, Purchasing Agent Laurie Winters, Public Information Officer Samantha Field and Ayden Zbock, Supervisor Bono's Grandson

Absent: Supervisor T.J. Stokes

Approval of Minutes

- A&O Meeting Minutes - May 20, 2021

Motion by Ron Bono to approve the minutes of the May 20, 2021 meeting. Second by Joe Ostrander. The motion was Passed.

Board of Elections:

1. Department Update

Elections Commissioner Mary Egger reported that the Board of Elections is on day six of early voting. Only 39 people voted in the first five days; one in the Town of Lincoln, 38 in the Town of Sullivan. They are preparing for primary day in the villages of Hamilton and Cazenovia. It is difficult doing early voting, primary and village elections separately. Elections will be looking into including village elections on the November ballot going forward. They are currently mandated to have full day voting with four inspectors at each poll site. Next year, they may be mandated to have two poll sites.

County Administrator Mark Scimone stated that the early voting numbers would be much higher if the poll site was at the County Office Building in Wampsville instead of the Town of Sullivan. Mary stated that extra coordination is also required to hold off-site.

Purchasing:

1. Department Update

Purchasing Agent Laurie Winters stated that the Purchasing Office has been busy with Bids and RFPs. PCard spending continues to increase.

2. Buy Local

Winters stated that there were questions regarding the Delphi Falls RFP in relation to local vendors. While every legal effort is made to support local businesses of Madison County, purchases over \$20,000 require the use of formal sealed bidding, in accordance with our Purchasing policy. To assist with local outreach, it is proposed that all Supervisors be copied on RFPs so that they can share with their local vendors along with instructions on how to register on our website. Once registered, vendors get RFP notifications automatically.

Supervisor Dave Jones asked if local vendors should get extra points. Winters stated that may hinder outside vendors from submitting bids. Scimone stated that we want to hire the best choice for Madison County and the taxpayers. It is most important that we get local vendors to compete. We want to hire local if possible, but they need to score near the top.

Resolutions:

1. Designating Disposal of Obsolete and/or Surplus County Personal Property

Motion by Dave Jones to approve the resolution. Second by Ron Bono. The motion was Passed.

Other Committee Business

None

Next Meeting:

1. Thursday, July 22, 2021 @ 12:30 PM

Adjourn

Motion by Yvonne Nirelli to adjourn the meeting at 1:02 p.m.. Second by Ron Bono. The motion was Passed.

RESOLUTION NO. 21- _____

**CHANGING THE DATE OF THE SEPTEMBER 2021 BOARD OF SUPERVISORS
MONTHLY MEETING**

WHEREAS, the monthly Board of Supervisors meeting scheduled for Tuesday, September 14, 2021, needs to be changed due to a conflict with the 2021 NYSAC Legislative Conference in Syracuse, New York;

NOW, THEREFORE BE IT RESOLVED that the September Board meeting be rescheduled for **Thursday, September 16, 2021**, with the time and place remaining the same.

Dated: August 10, 2021

David R. Jones, Chairman,

David R. Jones, Chairman
Administration and Oversight Committee

RESOLUTION NO. _____

**AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT WITH THE
NEW YORK STATE BOARD OF ELECTIONS IN REGARDS TO THE EARLY VOTING
EXPANSION GRANT PROGRAM AND MODIFYING THE 2021 ADOPTED COUNTY
BUDGET**

WHEREAS, the Madison County Board of Elections has been allocated State funds; and

WHEREAS, the grant program is described as follows:

Awarding Agency: New York State Board of Elections
Pass Thru. Agency: New York State Board of Elections
Program Name: Early Voting Expansion Grant Program
Grant Period: April 7, 2021 – January 28, 2022
Contract #: BOE01-T004426-1110000
State Funds: \$ 18,603.73
Grant Total: \$ 18,603.73

NOW, THEREFORE BE IT RESOLVED, that the Chairman be hereby authorized to execute grant contracts for the Madison County Board of Elections with the State Board of Elections, a copy of which is on file with the Clerk of the Board; and

BE IT FURTHER RESOLVED that the 2021 Adopted County Budget be modified as follows:

General Fund

Board of Elections Grant Programs

	<u>From</u>	<u>To</u>
<u>Revenue</u>		
A145410 430902 SA Early Voting Expansion Grant	\$-0-	\$18,604
Control Total		<u>\$18,604</u>
<u>Expense</u>		
A145410 541202 Early Voting Expansion Grant	\$-0-	\$18,604
Control Total		<u>\$18,604</u>

Dated: August 10, 2021

David Jones, Chairman
Administration & Oversight Committee

Yvonne M. Nirelli, Chairwoman
Finance, Ways and Means Committee

RESOLUTION NO. _____

**AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT WITH
THE NEW YORK STATE BOARD OF ELECTIONS IN REGARDS TO THE
TECHNOLOGY INNOVATION AND ELECTION RESOURCE GRANT
PROGRAM AND MODIFYING THE 2021 ADOPTED COUNTY BUDGET**

WHEREAS, the Madison County Board of Elections has been allocated State funds; and

WHEREAS, the grant program is described as follows:

Awarding Agency: New York State Board of Elections
Pass Thru. Agency: New York State Board of Elections
Program Name: Technology Innovation and Election Resource (TIER) Grant Program
Grant Period: April 7, 2021 – January 27, 2023
Contract #: BOE01-C004368-1110000
State Funds: \$ 67,359.45
Grant Total: \$ 67,359.45

NOW, THEREFORE BE IT RESOLVED, that the Chairman be hereby authorized to execute grant contracts for the Madison County Board of Elections with the State Board of Elections, a copy of which is on file with the Clerk of the Board; and

BE IT FURTHER RESOLVED that the 2021 Adopted County Budget be modified as follows:

General Fund

Board of Elections Grant Programs

Revenue

SA145410 430903 SA Technology Innovation and Election Resource (TIER) Grant Program

<u>From</u>	<u>To</u>
\$-0-	\$67,359
Control Total	<u>\$67,359</u>

Expense

A145410 541203 Technology Innovation and Election Resource (TIER) Grant Program

\$-0-	\$67,359
Control Total	<u>\$67,359</u>

Dated: August 10, 2021

David Jones, Chairman
Administration & Oversight Committee

Yvonne M. Nirelli, Chairwoman
Finance, Ways and Means Committee

RESOLUTION NO. 21-_____

**DESIGNATING DISPOSAL OF OBSOLETE AND/OR SURPLUS
COUNTY PERSONAL PROPERTY**

WHEREAS, in accordance with Madison County Purchasing Policy and Procedures, certain County personal property is required to be declared obsolete and/or surplus by the Board of Supervisors before disposal; and

WHEREAS, the current County personal property waiting obsolete and/or surplus designation is listed below; and

WHEREAS, the list of items has been reviewed and approved by the Administration and Oversight Committee;

NOW, THEREFORE, BE IT RESOLVED, the Board of Supervisors declares the list of said items as obsolete and/or surplus.

ITEM	DEPARTMENT	MILEAGE	CONDITION	COMMENT
WAM076 - 2000 Volvo ACL64B Dump	Highway	24,840	Fair	Surplus
MOR023 - 2012 International 7600	Highway	122,321	Goo	Surplus

Dated: August 10, 2021

David R. Jones, Chairman

David R. Jones, Chairman
Administration and Oversight Committee