

MADISON COUNTY DEPARTMENT OF PERSONNEL/CIVIL SERVICE

COUNTY OFFICE BUILDING
P.O. BOX 636

WAMPSVILLE, NY 13163
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Eileen M. Zehr

Personnel Officer
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Ryan D. Aylward

Director of Labor Relations
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Government Operations Thursday, April 27, 2023 @ 10:30 AM Chambers

MINUTES

**10:30 Call Meeting to Order
AM**

P. Walrod called the meeting to order at 10:11 a.m.

Committee Members present: B. DuBois, M. Roberts, A. Stepanski, P. Walrod and R. Vosburg

Committee Members absent: M. Cavanagh

Others present: R. Aylward, J. Becker, E. Burns, C. Coe, D. Curtis, M. During, C. Edick, M. Egger, S. Field, C. Kennedy, M. Keville, P. LeClair, P. Lutwak, L. Martino, J. Pinard, L. Randall, M. Scimone, T. Wayland-Smith, L. Winters, and E. Zehr

Approval of Minutes

- March 30, 2022 - Minutes

Motion by Matt Roberts to approve the minutes. Second by Rex Vosburg. The motion was Passed.

Resolutions:

1. Resolution of Appreciation - Retiree Recognition

Motion by Alex Stepanski to approve the resolution. Second by Matt Roberts. The motion was Passed.

2. Approving the Contractor Security Access Badge Policy for Madison County Facilities

Motion by Matt Roberts to approve the resolution. Second by Alex

Stepanski. The motion was Passed.

3. Approving the Duress Alarm Policy for the Wampsville Campus of Madison County Office Buildings

Motion by Rex Vosburg to approve the resolution. Second by Alex Stepanski. The motion was .

4. Recognizing County Employees for Graduating From the NACO Professional Development Academy

Motion by Rex Vosburg to approve the resolution. Second by Matt Roberts. The motion was .

Other Committee Business

R. Aylward provided committee members a brief update on the 2022 Health Insurance review.

1. Board of Elections Updates

L. Martino updated the committee on the primary elections scheduled for June 27, 2023.

2. Purchasing Updates

L. Winters updated the committee on the number of bids, RFPs and quotes for 2023. The Purchasing Office has received compliments on their procedures and for having TV monitors for visual access making it easier for contractors to follow along during the bid process.

3. MOTION TO ENTER EXECUTIVE SESSION

Motion by Matt Roberts to enter into executive session. Second by Rex Vosburg. The motion was Passed.

Motion by John Becker to exit executive session. Second by Rex Vosburg. The motion was Passed.

4. Personnel Matters

Preferred Agenda

It was the consensus of the committee to allow any eligible resolutions from today's meeting to be added to the preferred agenda. All resolutions were voted on and approved by the committee.

Next Meeting:

1. May 25, 2023 - Immediately Following Finance, Ways and Means

Adjourn

Motion by Matt Roberts to adjourn the meeting. Second by Rex Vosburg. The motion was Passed.

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Government Operations **Thursday, March 30, 2023 @ 10:30 AM** **Chambers**

MINUTES

10:30 Call Meeting to Order
AM

DRAFT

P. Walrod called the meeting to order at 10:14 a.m.

Committee Members present: M. Cavanagh, M. Roberts, A. Stepanski, P. Walrod and R. Vosburg

Committee Members absent: B. DuBois

Others present: R. Aylward, J. Becker, E. Burns, C. Coe, D. Curtis, D. Degear, M. During, C. Edick, M. Egger, M. Felton, S. Field, W. Gabor, C. Kennedy, M. Keville, P. LeClair, P. Lutwak, L. Martino, J. Pinard, L. Randall, T. Taiwo, H. Tulchinsky, T. Wayland-Smith, and E. Zehr

Approval of Minutes

Motion by Rex Vosburg to approve the minutes from February 23, 2023.
Second by Mary Cavanagh. The motion was Passed.

- Minutes - February 23, 2023

Resolutions:

1. Authorizing the Chairman to Enter Into and Agreement with Hart InterCivic, Inc.

Motion by Mary Cavanagh to approve the resolution. Second by Rex Vosburg. The motion was Passed.

2. Inter-Municipal Agreement Printing Services
Motion by Mary Cavanagh to approve the resolution. Second by Alex Stepanski. The motion was Passed.
3. Designating Disposal of Surplus County Personal Property
Motion by Alex Stepanski to approve the resolution. Second by Rex Vosburg. The motion was Passed.
4. Designating Disposal of Obsolete and/or Surplus County Personal Property (Solid Waste Dept.)
Motion by Alex Stepanski to approve the resolution. Second by Rex Vosburg. The motion was Passed.
5. Amending the Corporate Compliance Plan and Related Policies
Motion by Matt Roberts to approve the resolution. Second by Mary Cavanagh. The motion was Passed.
6. Amending the Rules of the Madison County Board of Supervisors
Motion by Rex Vosburg to approve the resolution. Second by Matt Roberts. The motion was Passed.
7. Appointing a Member to the Ethics Board
Motion by Matt Roberts to approve the resolution. Second by Mary Cavanagh. The motion was Passed.
8. Authorizing the Chairman to Approve and Execute a Settlement Agreement Relating to the Opioid Crisis
Motion by Rex Vosburg to approve the resolution. Second by Alex Stepanski. The motion was Passed.
9. Resolution asking Governor Hochul and the NYS Public Service Commission to Dismiss NYSEG Rate Requests and to Correct the Billing Problems before Rate Hikes are Considered
Motion by Rex Vosburg to approve the resolution. Second by Mary Cavanagh. The motion was Passed.
10. Creating Three Full-time Positions in the Information Technology Department
Motion by Mary Cavanagh to approve the resolution. Second by Matt Roberts. The motion was Passed.
11. Creating a Part-time Transportation Aide Position in the Planning Department's Workforce Development Division and Amending the Wage Rates and Fringe Benefits for Non-Represented Employees in White Collar Unit Job Titles Policy and Procedures
Motion by Alex Stepanski to approve the resolution. Second by Mary Cavanagh. The motion was Passed.

12. Amending the Wage Rates and Fringe Benefits for Non-Represented Employees in Blue Collar Unit Job Titles Policy and Procedures

Motion by Alex Stepanski to approve the resolution. Second by Rex Vosburg. The motion was Passed.

13. Declaring the Week of May 7 - 13, 2023 as "Public Service Recognition Week"

Motion by John Becker to approve the resolution. Second by Mary Cavanagh. The motion was Passed.

Other Committee Business

1. Board of Elections - NTS Invoices

M. Egger and L. Martino informed the committee that they are launching an art campaign for "I Vote" stickers. The ages of art submitters will be between 13 and 18 years old.

2. Compliance Officer Update

C. Kennedy informed the committee that the Corporate Compliance Report will be available quarterly based on the new compliance regulations.

3. ARPA Update

C. Edick informed the committee that the ARPA budget modification was presented at the Highway, Buildings, and Grounds Committee meeting.

4. ARPA Update

C. Edick informed the committee that the ARPA budget modification details the expenditures and the allocation of the funds.

5. MOTION TO ENTER EXECUTIVE SESSION

Motion by Mary Cavanagh to Enter into Executive Session. Second by Rex Vosburg. The motion was Passed.

Motion by Rex Vosburg to Exit Executive Session. Second by Mary Cavanagh. The motion was Passed.

6. County Attorney Update

7. Personnel Matters

8. Labor Relations

Preferred Agenda

It was the consensus of the committee to allow any eligible resolutions from today's meeting to be added to the preferred agenda. All resolutions were

voted on and approved by the committee.

Next Meeting:

1. April 27, 2023 - Immediately Following Finance, Ways and Means Committee Meeting

Adjourn

Motion by Mary Cavanagh to adjourn the meeting. Second by Matt Roberts.
The motion was Passed.

RESOLUTION NO. _____

RESOLUTION OF APPRECIATION – RETIREE RECOGNITION

WHEREAS, the Madison County Board of Supervisors believes that County employees should be recognized for their faithful service to the public; and

WHEREAS, recognition of the distinguished service of certain County employees with an upcoming retirement is in order,

NOW, THEREFORE BE IT RESOLVED that the Madison County Board of Supervisors hereby recognize the dedicated contributions of Denise Calcagnino and Cynthia Reese upon their retirement.

Denise M. Calcagnino
Cynthia L. Reese

Mental Health
Finance Office

2006 - 2023
2012 – 2023

Dated: May 9, 2023

Paul H. Walrod, Chairman
Government Operations Committee

RESOLUTION NO. _____

**APPROVING THE CONTRACTOR SECURITY ACCESS BADGE POLICY FOR MADISON
COUNTY FACILITIES**

WHEREAS, In recent years Madison County has invested resources to promote employee safety and properly secure the county's facilities, including the installation of badge access controls to many areas and offices; and

WHEREAS, there is often a need for contractors conducting authorized business within the county's facilities to access certain areas to perform their contracted services; and

WHEREAS, these contractors often require access badges to enter the buildings and other areas secured by badge access controls; and

WHEREAS, a policy has been developed to manage and control security access badges for contractors operating within Madison County's facilities.

NOW, THEREFORE BE IT RESOLVED that the Madison County Board of Supervisors approves the Contractor Security Access Badge policy.

Dated: May 9, 2023

Paul Walrod, Chairman
Government Operations Committee

RESOLUTION NO. _____

**APPROVING THE DURESS ALARM POLICY FOR THE WAMPSVILLE CAMPUS OF
MADISON COUNTY OFFICE BUILDINGS**

WHEREAS, In recent years Madison County has invested resources to promote employee safety and properly secure the county's facilities, including the installation of duress alarms to the Wampsville Campus Office Buildings; and

WHEREAS, it is necessary to have an approved policy and procedure for the proper use and testing of said duress alarms.

NOW, THEREFORE BE IT RESOLVED that the Madison County Board of Supervisors approves the Duress Alarms Policy for Wampsville Campus of Madison County Office Buildings.

Dated: May 9, 2023

Paul Walrod, Chairman
Government Operations Committee

RESOLUTION NO. 23-_____

**RECOGNIZING COUNTY EMPLOYEES FOR GRADUATING FROM THE
NACO PROFESSIONAL DEVELOPMENT ACADEMY**

WHEREAS, the Madison County Board of Supervisors believes in recognizing and honoring the achievements of our County employees; and

WHEREAS, fifty-two current County employees have attended and graduated from the National Association of Counties (NACo) Professional Development Academy's Leadership Academy; and

WHEREAS, NACo's High Performance Leadership Academy (HPLA) is an innovative, completely online 12-week program created to equip frontline county government professionals with practical leadership skills to deliver results for counties and communities; and

WHEREAS, the robust curriculum developed by the Professional Development Academy in partnership with Fortune 1000 executives, public sector leaders, world-renowned academics and thought leaders, including General Colin Powell and Dr. Marshall Goldsmith, HPLA was designed specifically for the unique challenges and opportunities of serving in county government; and

WHEREAS, the Board of Supervisors wishes to honor and recognize the following County employees for graduating from the Professional Development Academy between December 2018 and April 2023;

Ryan Aylward	Katie Ferguson	Frank McFall
Ernie Barringer	Brett Hembach	Jennifer McGohan
Erica Bird	Kerry Highers	Amy Miller
Ellen Bowe	Kathryn Hopkins	Jesica Prieto
Karen Bright	Michael Keville	Lou Anne Randall
Emily Burns	Aubrey Kirley	Ronald Raymer
Denise Calcagnino	Mallory Kleps	Karin Richmond
Emily Cameron	Jamie Kowalczyk	Lindsay Rossello
Julie Carroll	Tracy Lagoy	Mark Scimone
Ryan Chaires	Rebecca LaPorte	Doug Shattuck
Katherine Conrad	Rosanne Lewis	Marcie Soule
Daniel Degear	Tina Louis	Robin Streeter
Lukas Duimstra	Keith Lummis	Michael Sudol
Richard Durant	Paul Lutwak	Karen Swartz
Kayla Dye	Colin Mackey	Ken Tyler
Stacey Eckler	Lyle Malbouf	Robert Verdon II
Mary Egger	Melissa Martel Felton	Elysia West
		Cassandra Wolcott

NOW, THEREFORE, BE IT RESOLVED that the Madison County Board of Supervisors does hereby wish to honor and recognize the above-mentioned County employees for dedicating their time for personal growth and empowerment and to build a culture of leadership for the betterment of Madison County;

Dated: May 9, 2023

Paul H. Walrod, Chairman
Government Operations Committee