

MADISON COUNTY DEPARTMENT OF PERSONNEL/CIVIL SERVICE

COUNTY OFFICE BUILDING
P.O. BOX 636

WAMPSVILLE, NY 13163
(315) 366-2341 (Phone)
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Eileen M. Zehr

Personnel Officer
eileen.zehr@madisoncounty.ny.gov

Ryan D. Aylward

Director of Labor Relations
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Government Operations **Thursday, February 24, 2022 @ 10:30 AM** **Chambers**

MINUTES

10:30 Call Meeting to Order
AM

M. Cavanagh called the meeting to order at 10:21 a.m.

Committee Members present: C. Moses, M. Roberts R. Vosburg and P. Walrod

Others present: R. Aylward, J. Becker, D. Curtis, M. During, C. Edick, S. Field, C. Kennedy, P. Lutwak, L. Randall, M. Scimone, R. Verdon, T. Wayland-Smith, and E. Zehr.

Approval of Minutes

- January 27, 2022 Minutes

Motion by Matt Roberts to approve the minutes from January 27, 2022. Second by Cliff Moses. The motion was Passed.

Resolutions:

1. Authorizing the Chairman to Enter Into an Enterprise Agreement with Day Automation

Motion by Cliff Moses to approve the resolution. Second by Pete Walrod. The motion was Passed.

2. Authorizing the Modification of the 2022 Adopted County Budget

Motion by Matt Roberts to approve the resolution. Second by Cliff Moses. The motion was Passed.

3. Authorizing the Modification of the 2022 Adopted County Budget (ARPA)

Motion by Cliff Moses to approve the resolution. Second by Pete Walrod. The motion was Passed.

4. Authorizing the Modification of the 2022 Adopted County Budget

Motion by Pete Walrod to approve the resolution. Second by Matt Roberts. The motion was Passed.

5. Adopting an Employee Separation Policy

Motion by Cliff Moses to approve the resolution. Second by Pete Walrod. The motion was Passed.

6. Adopting an Updated Investment Policy and Procedures

Motion by Matt Roberts to approve the resolution. Second by Cliff Moses. The motion was Passed.

7. Allocating the Title of Social Welfare Examiner Trainee to Appendix B of the CSEA White Collar Agreement

Motion by Matt Roberts to approve the resolution. Second by Cliff Moses. The motion was Passed.

8. Allocating the Title of Mental Health Crisis Worker to Appendix B of the CSEA White Collar Agreement and Authorizing the Chairman to Enter Into an Agreement

Motion by Pete Walrod to approve the resolution. Second by Matt Roberts. The motion was Passed.

Motion by Cliff Moses to approved amended resolution. Second by Rex Vosburg. The motion was Passed.

9. Creating a Public Health Sanitarian Position in the Public Health Department

Motion by Cliff Moses to approve the resolution. Second by Pete Walrod. The motion was Passed.

10. Creating a Senior Welfare Employment Representative Position in the Department of Social Services

Motion by Pete Walrod to approve the resolution. Second by Matt Roberts. The motion was Passed.

11. Creating a Deputy County Treasurer Position in the Office of the County Treasurer and Modifying the 2022 Adopted County Budget

Motion by Pete Walrod to approve the resolution. Second by Rex Vosburg. The motion was Passed.

12. Establishing the Office of Assigned Counsel

Motion by Pete Walrod to approve the resolution. Second by Rex Vosburg. The motion was Passed.

13. Authorizing Attendance at an Out of State Conference (Highway)

Motion by Pete Walrod to approve the resolution. Second by Matt Roberts. The motion was Passed.

Other Committee Business

Committee members agreed Executive Sessions would no longer be provided via zoom after the February 24, 2022 meeting.

M. Scimone addressed the committee on performance appraisals and looking into new formats for Management employee performance reviews.

1. MOTION TO ENTER EXECUTIVE SESSION

Motion by Pete Walrod to Enter Into Executive Session. Second by Matt Roberts. The motion was Passed.

Motion by Cliff Moses to Exit Executive Session. Second by Matt Roberts. The motion was Passed.

2. Litigation

3. Labor Relations

4. Negotiations

5. Personnel Matters

Preferred Agenda

Next Meeting:

1. March 24, 2022, Immediately Following Finance, Ways and Means Committee Meeting

Adjourn

Motion by Matt Roberts to adjourn the meeting. Second by Pete Walrod. The motion was .

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Ryan D. Aylward

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Government Operations **Thursday, January 27, 2022 @ 10:30 AM** **Chambers**

MINUTES

10:30 Call Meeting to Order
AM

DRAFT

M. Cavanagh called the meeting to order at 10:33 a.m.

Committee Members present: C. Moses, M. Roberts R. Vosburg and P. Walrod

Others present: R. Aylward, J. Becker, R. Coe, A. Collins, D. Curtis, C. Edick, S. Field, C. Kennedy, P. Lutwak, L. Randall, M. Scimone, T. Wayland-Smith, and E. Zehr.

Approval of Minutes

- Minutes from - December 13, 2022

Motion by Matt Roberts to approve the minutes from December 13, 2021. Second by Cliff Moses. The motion was Passed.

Resolutions:

1. Resolution of Appreciation - Retiree Recognition

Motion by Cliff Moses to approve the resolution. Second by Matt Roberts. The motion was Passed.

2. Abolishing a Director of Administrative Services Position and Creating a Deputy Director of Administrative Services Position in the Public Health Department

Motion by Cliff Moses to approve the resolution. Second by Pete Walrod. The motion was Passed.

3. Amending the Wage Rates and Fringe Benefits for Non-Represented Employees in Teamsters Bargaining Unit Job Titles Policy and Procedures

Motion by Cliff Moses to approve the resolution. Second by Pete Walrod. The motion was Passed.

4. Designating the EMS Division of The Office of Emergency Management a Healthcare Component of the Madison County Health Insurance Portability and Accountability Act (HIPAA) Hybrid and Approving the Execution of Business Associate Agreements required with certain County Departments

Motion by Pete Walrod to approve the resolution. Second by Matt Roberts. The motion was Passed.

5. Authorizing the Modification of the 2022 Adopted County Budget (ARPA)

Motion by Matt Roberts to approve the resolution. Second by Cliff Moses. The motion was Passed.

6. Authorizing the Chairman to Enter Into an Agreement with Madison County Municipalities for Information Technology Services

Motion by Pete Walrod to approve the resolution. Second by Matt Roberts. The motion was Passed.

7. Authorizing the Chairman to Modify an Agreement with Redishred Acquisition Inc., dba ProShred Security

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

8. Authorizing the Chairman to Amend the PILOT Agreement with Helios Energy LLC

Motion by Cliff Moses to approve the resolution. Second by Rex Vosburg. The motion was Passed.

Nays: Roberts

9. Authorizing the Chairman to Execute a Renewal Agreement with OneGroup for Professional Consulting Services

Motion by John Becker to approve the resolution. Second by Matt Roberts. The motion was Passed.

10. Authorizing the Chairman to Enter an Agreement with ProAct, Inc.

Motion by Pete Walrod to approve the resolution. Second by Cliff Moses. The motion was Passed.

11. Authorizing the Renewal of an Agreement with Delta Dental

Motion by Pete Walrod to approve the resolution. Second by Matt

Roberts. The motion was Passed.

12. Authorizing a Renewal with Lifetime Benefit Solutions for Section 125 Administration Services

Motion by Cliff Moses to approve the resolution. Second by Pete Walrod. The motion was Passed.

13. Authorizing the Chairman to Approve and Execute a Settlement Agreement Related to the Opioid Crisis

Motion by Pete Walrod to approve the resolution. Second by Matt Roberts. The motion was Passed.

14. Revising the Madison County Management Compensation Plan

Motion by John Becker to approve the resolution. Second by Cliff Moses. The motion was Passed.

Other Committee Business

1. Highway - American Recovery Funds

The Highway Superintendent is seeking committee approval to reallocate ARPA funds from a previously approved Highway Department project, to purchase an equipment trailer for the department. The committee approved the request.

2. MOTION TO ENTER EXECUTIVE SESSION

Motion by Cliff Moses to Enter Executive Session. Second by Matt Roberts. The motion was Passed.

Motion by Matt Roberts to Exit Executive Session. Second by Cliff Moses. The motion was Passed.

3. Litigation
4. Negotiations
5. Personnel Matters
6. Salary Matter

Preferred Agenda

Motion by Cliff Moses to exclude resolutions 1, 5 and 8 as the Government Operations Committee Preferred Agenda. Second by Pete Walrod. The motion was Passed.

Next Meeting:

1. February, 24, 2022, Immediately Following Finance, Ways and Means Committee Meeting

Adjourn

Motion by Cliff Moses to adjourn the meeting. Second by Pete Walrod. The motion was Passed.

RESOLUTION NO. _____

**AUTHORIZING THE CHAIRMAN TO ENTER INTO AN ENTERPRISE AGREEMENT WITH
DAY AUTOMATION**

WHEREAS, there are several access control security projects and camera projects needed in the PSB, LEB, Maintenance Garage, DSS, Vets, and COB buildings; and

WHEREAS, Day Automation is the security company that the county utilizes for access control and video surveillance; and

WHEREAS, Information Technology recommends using Day Automation as the installers and integrators of this system at a cost not to exceed \$85,000.00; and

NOW, THEREFORE BE IT RESOLVED, that the Chairman be and hereby is authorized to execute the contracts with Day Automation on behalf of the County, in the form as is on file with the Clerk of the Board.

Dated: March 8, 2022

Mary B. Cavanagh, Chairman
Government Operations Committee

RESOLUTION NO. _____

AUTHORIZING THE MODIFICATION OF THE 2022 ADOPTED COUNTY BUDGET

BE IT RESOLVED, that the 2022 Adopted County Budget be modified as follows:

General Fund

1680 Information Technology

Expense

	<u>From</u>	<u>To</u>
A168010 540101 Replacement Computer Equipment	\$125,000	\$137,970
A168010 542000 Consultant Expense	40,000	40,102
A168010 547800 Hardware Contracts	<u>72,500</u>	<u>78,024</u>

Totals	<u>\$237,500</u>	<u>\$256,096</u>
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Control Total		<u><u>\$18,596</u></u>
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Fund Balance

A 300599 Appropriated Fund Balance	<u>\$9,993,751</u>	<u>\$10,012,347</u>
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Control Total		<u><u>\$18,596</u></u>
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Dated: March 8, 2022

Mary Cavanagh, Chairwoman
Government Operations Committee

Matthew Roberts, Chairman
Finance, Ways & Means Committee

RESOLUTION NO. _____

AUTHORIZING THE MODIFICATION OF THE 2022 ADOPTED COUNTY BUDGET

WHEREAS, the Madison County Board of Supervisors appropriated American Rescue Plan Act funds totaling \$6,720,980 in 2021; and

WHEREAS, many appropriations were not actually expended by the end of fiscal year 2021; and

WHEREAS, the New York State County Finance Law provides that appropriations lapse at the end of each fiscal year; and

WHEREAS, the following budget modification serves to carry forward the unexpended balances of these appropriations from 2021 to 2022, so departments may continue to move forward with the authorized projects, programs, and purchases.

NOW, THEREFORE, BE IT RESOLVED that the 2022 Adopted County Budget be modified as follows:

General Fund

9999 Non Departmental Revenue

Revenue

	<u>From</u>	<u>To</u>
A999995 440895 Fed Aid Coronavirus Fiscal Recovery Funds	\$-0-	\$3,569,217

Control Total

\$3,569,217

1310 Finance Office

Expense

A131010 542000 Consultant Expense	\$-0-	\$14,900
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1461 Records Management (ARPA)

Expense

A146110 524017 Shelving Equipment	\$-0-	\$250,000
A146110 540136 Indexing Software	-0-	125,000
A146110 540416 Indexing Equipment	-0-	75,000

1481 Public Information (ARPA)

Expense

A148110 513000 Personal Services	\$-0-	\$28,494
A148110 581100 State Retirement Expense	-0-	3,265
A148110 582100 Social Security & Medicare Expense	-0-	2,188
A148110 583100 Workers Compensation Expense	-0-	23
A148110 585100 Disability Expense	-0-	59
A148110 586100 Employee Health Insurance	-0-	13,385

1631 County Buildings (ARPA)

Expense

A163110 529355 Generator for County Office Building	\$-0-	\$400,000
A163110 540351 Roof Repair and Coating Expense	-0-	500,000
A163110 540352 Morrisville Highway Garage Site Expense	-0-	250,000

1681 Information Technology (ARPA)

Expense

A168110 540414 Switches	\$-0-	\$136,155
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3023 Communications E911 (ARPA)Expense

A302330 524145 CAD/RMS System	\$-0-	\$1,000,000
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4989 County EMS Program (ARPA)Expense

A498940 513000 Personal Services	\$-0-	\$164,736
A498940 524015 Equipment Expense	-0-	12,729
A498940 540122 Equipment Expense	-0-	3,065
A498940 540285 County EMS Program	-0-	669
A498940 540386 Technology Expense	-0-	10,000
A498940 541030 Training & Staff Development	-0-	7,255
A498940 545090 Medical Supplies	-0-	4,319
A498940 549300 Central Garage Expense	-0-	10,000
A498940 581100 State Retirement Expense	-0-	17,061
A498940 582100 Social Security & Medicare Expense	-0-	12,603
A498940 583100 Workers Compensation Expense	-0-	226
A498940 585100 Disability Expense	-0-	990

6012 Social Services (ARPA)Expense

A601260 542705 Affordable Housing Projects	\$-0-	\$400,000
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6326 Economic Opportunity Program (ARPA)Expense

A632660 547265 Madison Local Eats Program	\$-0-	\$127,095
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Totals	\$-0-	\$3,569,217
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Control Total		\$3,569,217
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Cowaselon Creek Watershed District Fund**8741 Cowaselon Creek Watershed District (ARPA)**Fund Balance

CC 300599 Appropriated Fund Balance	From \$-0-	To \$200,000
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Control Total		\$200,000
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Expense

CC874180 548451 Ditch Cleaning Expense	\$-0-	\$200,000
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Control Total		\$200,000
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Road Machinery Fund**5133 Road Machinery-Equipment (ARPA)**Fund Balance

DM 300599 Appropriated Fund Balance	From \$564,456	To \$1,099,456
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Control Total		\$535,000
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Expense

DM513350 529050 Dump Truck	\$-0-	\$250,000
DM513350 529066 Shoulder Machine	-0-	285,000

Control Total		\$535,000
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Enterprise Environmental Landfill Fund
8172 Environmental Control-Equipment (ARPA)

	<u>From</u>	<u>To</u>
<u>Net Assets</u>		
EE 300599 Appropriated Net Assets	\$ <u>192,262</u>	\$ <u>1,440,170</u>
Control Total		\$ <u>1,247,908</u>
<u>Expense</u>		
EE817280 529068 Roll-Off Truck	\$-0-	\$198,800
EE817280 529069 Truck Scale Deck	-0-	38,128
EE817280 529090 Large Loader	-0-	206,622
EE817280 529145 Landfill Compactor	-0-	492,471
EE817280 529605 Large Excavator	-0-	211,887
EE817280 540485 Transfer Station Compactors (4)	<u>-0-</u>	<u>100,000</u>
Control Total		\$ <u>1,247,908</u>

Dated: March 8, 2022

Mary Cavanagh, Chairwoman
Government Operations Committee

Matthew Roberts, Chairman
Finance, Ways & Means Committee

RESOLUTION NO. _____

AUTHORIZING THE MODIFICATION OF THE 2022 ADOPTED COUNTY BUDGET

BE IT RESOLVED that the 2022 Adopted County Budget be modified as follows:

General Fund

3110 Sheriff's Office

Revenue

	<u>From</u>	<u>To</u>
A311030 427722 Inmate Telephone Commissary Account	\$-0-	\$ <u>140,000</u>

9999 Non Departmental Revenue

Revenue

A999995 440895 Fed Aid Coronavirus Fiscal Recovery Funds	\$ <u>3,569,217</u>	\$ <u>3,709,217</u>
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Totals	\$ <u>3,569,217</u>	\$ <u>3,849,217</u>
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Control Total		\$ <u>280,000</u>
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3110 Sheriff's Office

Expense

A311030 522125 Armored Vehicle	\$-0-	\$140,000
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3120 Sheriff's Office (ARPA)

Expense

A312030 522125 Armored Vehicle	\$-0-	\$ <u>140,000</u>
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Control Total		\$ <u>280,000</u>
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Dated: March 8, 2022

Mary Cavanagh, Chairwoman
Government Operations Committee

Matthew Roberts, Chairman
Finance, Ways & Means Committee

RESOLUTION NO. 22-_____

ADOPTING AN EMPLOYEE SEPARATION POLICY

WHEREAS, an Employee Separation policy has been developed by the Personnel Office and Compliance Officer; and

WHEREAS, the purpose of the policy is to ensure the separation of employees is handled in a professional and documented manner and in accordance with all applicable Civil Service laws and collective bargaining agreements; and

WHEREAS, the policy clearly outlines procedures to be followed for the voluntary separation of employees from County employment; and

WHEREAS, the adoption of this policy has been reviewed and is recommended by the Government Operations Committee;

NOW, THEREFORE BE IT RESOLVED, the Chairman of the Board of Supervisors approve the Employee Separation Policy, making it effective immediately.

Dated: March 8, 2022

Mary B. Cavanagh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

ADOPTING AN UPDATED INVESTMENT POLICY AND PROCEDURES

WHEREAS, the County desires to update their Investment Policy and Procedures; and

WHEREAS, Investment Policy and Procedures are applicable to Federal, state and legal requirements that applies to all monies and other financial resources available for investment; and

WHEREAS, the Finance Ways and Means Committee and the Government Operations Committee have reviewed and approved this updated policy and procedures;

NOW, THEREFORE BE IT RESOLVED, that the Madison County Board of Supervisors hereby adopts the updated Investment Policy and Procedures effective March 8, 2022; and

BE IT FURTHER RESOLVED, that the Government Operations along with Finance Ways and Means Committee's be and hereby is authorized to amend these procedures in the future within existing budget appropriations

Dated: March 8, 2022

Mary B. Cavanagh, Chairman
Government Operations Committee

Matt Roberts, Chairman
Finance, Ways and Means Committee

RESOLUTION NO. _____

**ALLOCATING THE TITLE OF SOCIAL WELFARE EXAMINER TRAINEE TO
APPENDIX B OF THE CSEA WHITE COLLAR AGREEMENT**

WHEREAS, the title of Social Welfare Examiner Trainee was previously removed from Appendix B of the CSEA White Collar Agreement; and

WHEREAS, the Commissioner of Social Services has evaluated the organizational structure of the department and believes re-establishing the title of Social Welfare Examiner Trainee will increase recruitment and promotional opportunities within the department; and

WHEREAS, this request was reviewed and approved in accordance with the vacancy review procedure by the Government Operations Committee,

NOW, THEREFORE BE IT RESOLVED that the title of Social Welfare Examiner Trainee be re-established and allocated to Grade E of Appendix B of the CSEA White Collar Agreement effective immediately.

Dated: March 8, 2022

Mary B. Cavanagh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

**ALLOCATING THE TITLE OF MENTAL HEALTH CRISIS WORKER TO APPENDIX B
OF THE CSEA WHITE COLLAR AGREEMENT AND
AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT**

WHEREAS, the title of Mental Health Crisis Worker was removed from Appendix B of the CSEA White Collar Agreement upon ratification of the last collective bargaining agreement; and

WHEREAS, the Director of Community Mental Health Services has evaluated the organizational structure of the department and believes there is a need to re-establish the title of Mental Health Crisis Worker at this time; and

WHEREAS, a Staff Social Worker position has been reclassified to the title of Mental Health Crisis Worker keeping the total number of positions in the Mental Health department constant; and

WHEREAS, this request was reviewed and approved in accordance with the vacancy review procedure by the Government Operations Committee,

NOW, THEREFORE BE IT RESOLVED that the title of Mental Health Crisis Worker be allocated to Grade L of Appendix B of the CSEA White Collar Agreement effective immediately; and

BE IT FURTHER RESOLVED that the Chairman of the Board of Supervisors is authorized to execute a Memorandum of Agreement with the CSEA White Collar Unit as is on file with the Clerk to the Board.

Dated: March 8, 2022

Mary B. Cavanagh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

**CREATING A PUBLIC HEALTH SANITARIAN POSITION
IN THE PUBLIC HEALTH DEPARTMENT**

WHEREAS, the Public Health Director has secured from the New York State Department of Health annual funding of \$169,515.92 for the development and operation of a Healthy Neighborhoods Program for a period of five (5) years; and

WHEREAS, research indicates that a homebased multi-trigger, multicomponent intervention programs can improve health outcomes and health-related costs; and

WHEREAS, the creation of a new position to complete the work plan is necessary, and

WHEREAS, the Personnel Officer certifies that Public Health Sanitarian is the appropriate classification based on the description of duties submitted for this position; and

WHEREAS, the salary and fringe benefits for the position are fully funded through the Healthy Neighborhood grant funds; and

WHEREAS, said position will be abolished if the grant funds are eliminated or diminished, and

WHEREAS, this request was reviewed and approved in accordance with the vacancy review procedure by the Health and Human Services Committee and the Government Operations Committee,

NOW, THEREFORE BE IT RESOLVED that one (1) full-time Public Health Sanitarian position be and hereby is created effective immediately; and

BE IT FURTHER RESOLVED that the Public Health Director be and hereby is authorized to fill said position in accordance with Civil Service Law and Rule and the Agreement between the County and the contract between the County and the Civil Service Employees' Association, Inc. White Collar Unit effective immediately.

DATED: March 8, 2022

Mary B. Cavanagh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

**CREATING A SENIOR WELFARE EMPLOYMENT REPRESENTATIVE
POSITION IN THE DEPARTMENT OF SOCIAL SERVICES**

WHEREAS, the Commissioner of Social Services has evaluated the staffing structure of the department and has determined the need for a Senior Welfare Representative position; and

WHEREAS, the department has been granted funding to provide rental supplements to assist families from becoming homeless and to move those families to greater self-sufficiency; and

WHEREAS, the department, after inquiring with local providers about their interest in providing this rent supplement program and finding none interested, determined that having the department provide these services directly would benefit the residents of this County and be cost neutral; and

WHEREAS, this request has been reviewed and approved in accordance with the vacancy review procedure by the Health and Human Services Committee and the Government Operations Committee,

NOW, THEREFORE BE IT RESOLVED that one (1) full-time Senior Welfare Employment Representative position be and hereby is created effective immediately subject to the requirement that the position vacated as a result of filling this position be abolished; and

BE IT FURTHER RESOLVED that the Commissioner of Social Services be and hereby is authorized to fill said position in accordance with Civil Service Law and Rule and the contract between the County and the Civil Service Employees' Association, Inc. White Collar Bargaining Unit effective immediately.

Dated: March 8, 2022

Mary Cavanagh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

CREATING A DEPUTY COUNTY TREASURER POSITION IN THE
OFFICE OF THE COUNTY TREASURER AND
MODIFYING THE 2022 ADOPTED COUNTY BUDGET

WHEREAS, by Resolution No. 15 of 2018, a Deputy County Treasurer position was unfunded; and

WHEREAS, due to the anticipated retirement of the current Deputy County Treasurer, the County Treasurer has determined the need for a second Deputy County Treasurer position in order to allow for recruitment and training; and

WHEREAS, this request has been approved in accordance with the vacancy review procedure by the Finance, Ways and Means and the Government Operations Committees; and

NOW, THEREFORE BE IT RESOLVED that one (1) Deputy County Treasurer position be and hereby is created,

BE IT FURTHER RESOLVED that the County Treasurer be and hereby is authorized to fill said position at a rate of \$68,422 in accordance with the Management Salary Plan effective immediately,

BE IT FURTHER RESOLVED that the 2022 Adopted County Budget be modified as follows:

General Fund

1325 County Treasurer

Expense

	<u>From</u>	<u>To</u>
A132510 511000 Personal Services Full Time	\$313,579	\$347,346
A132510 582100 Social Security & Medicare Expense	<u>23,989</u>	<u>26,572</u>

1990 Contingent Fund

Expense

A199010 544440 Contingent Fund	<u>\$784,000</u>	<u>\$747,650</u>
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Control Totals	<u>\$1,121,568</u>	<u>\$1,121,568</u>
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Dated: March 8, 2022

Mary B. Cavanagh, Chairwoman
Government Operations Committee

Matthew Roberts, Chairman
Finance, Ways and Means Committee

RESOLUTION NO. 22-_____

ESTABLISHING THE OFFICE OF ASSIGNED COUNSEL

WHEREAS, the Madison County Board of Supervisors did not renew an agreement with the Legal Defense Bureau to provide public defender services at the end of 2020; and

WHEREAS, County Law article 18-B, enacted in 1965, delegates to localities the responsibility for public defense services; and

WHEREAS, the County Administrator's Office was assigned to develop an Assigned Counsel Program to provide said services to our residents; and transition those services to Onondaga County in 2021 as part of a shared services model; and

WHEREAS, a temporary part-time Assigned Counsel Administrator and other staff were hired; and

WHEREAS, by late summer 2021, upon review from the County Administrator, the Criminal Justice, Public Safety and Emergency Communications Committee and ultimately the Board of Supervisors based on the success of the program determined to forgo the transition to Onondaga County and keep the program in-house; and

WHEREAS, at the end of 2021 the Assigned Counsel Administrator requested to transition to full-time in 2022 to continue to grow and improve the program; and

WHEREAS, the Assigned Counsel Administrator was appointed full-time on February 1, 2022; and

WHEREAS, the Assigned Counsel Administrator is the sole provider of mandatory criminal defense representation for the residents of Madison County; and

WHEREAS, due to the transition to a full-time Assigned Counsel Program and the statutory responsibilities of the Administrator to be the sole provider of mandatory criminal defense representation for eligible residents of Madison County, the County Administrator recommends establishing the Office of Assigned Counsel as a County Department and delegating the Administrator a Department Head; and

WHEREAS, to remain competitive with similar size counties and in recognition of the statutory responsibilities of the Administrator similar to the District Attorney and County Attorney, the County Administrator also recommends setting the salary of the Administrator at \$135,000, and

WHEREAS, said salary is 100% funded by New York State Indigent Legal Services; and

WHEREAS, this request has been reviewed and approved by the Criminal Justice, Public Safety and Emergency Communications Committee and the Government Operations Committee,

NOW, THEREFORE BE IT RESOLVED that the Department of Assigned Counsel be and hereby is created effective February 1, 2022; and

BE IT FURTHER RESOLVED that the title of Assigned Counsel Administrator be and hereby is allocated to Grade J of the Management Salary Plan; and

BE IT FURTHER RESOLVED, the salary for David DeSantis, Assigned Counsel Administrator is set at \$135,000 effective February 1 2022.

Date: March 8, 2022

Mary B. Cavanagh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

**AUTHORIZING ATTENDANCE AT AN OUT-OF-STATE CONFERENCE
(HIGHWAY)**

WHEREAS, the APWA North America Snow Conference will be held on April 10, 2022 - April 13, 2022 in Pittsburg, PA; and

WHEREAS, Joe Wisinski, Highway Superintendent has requested that Richard Durant, Highway Operations Manager and Eric DeGroat, Senior Highway Crew Supervisor attend said conference; and

WHEREAS, the expenses are funded through appropriations in the 2022 Highway Department budget; and

WHEREAS, this request has been reviewed and approved by the Highway Buildings and Grounds and the Government Operations Committee;

NOW, THEREFORE BE IT RESOLVED, that Richard Durant and Eric DeGroat be and hereby are authorized to attend the said conference at a cost not to exceed \$4,000.

Dated: March 8, 2022

Mary B. Cavanagh, Chairwoman
Government Operations Committee