

MADISON COUNTY DEPARTMENT OF PERSONNEL/CIVIL SERVICE

COUNTY OFFICE BUILDING
P.O. BOX 636

WAMPSVILLE, NY 13163
(315) 366-2341 (Phone)
(315) 366-2725 (Fax)



Eileen M. Zehr

Personnel Officer
eileen.zehr@madisoncounty.ny.gov

Ryan D. Aylward

Director of Labor Relations
ryan.aylward@madisoncounty.ny.gov

Government Operations Thursday, July 1, 2021 @ 10:30 AM Chambers

MINUTES

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

Mary Cavanagh called the meeting to order at 10:31 a.m.

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

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

Approval of Minutes

- Minutes from - May 27, 2021

Motion by Matt Roberts to approve the minutes from May 27, 2021.
Second by Cliff Moses. The motion was Passed.

Personnel:

Resolutions:

1. Resolution of Appreciation - Retiree Recognition

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

2. In Respect To The Death Of Barry L. Virkley

Motion by Ron Bono to approve the resolution. Second by Cliff Moses. The motion was Passed.

3. Abolishing a Public Health Sanitarian and Creating a Public Health Sanitarian II Position in the Public Health Department

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

4. Authorizing the Chairman to Enter Into an Enterprise Agreement with SEDARA

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

5. Authorizing the Chairman to Enter Into an Agreement With Day Automation

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

6. Authorizing the Chairman to Enter Into an Enterprise Agreement With Day Automation

Motion by John Becker to approve the resolution. Second by Ron Bono. The motion was Passed.

7. Authorizing the Chairman to Enter Into an Enterprise Agreement With Spectrum Enterprise

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

8. Authorizing the Modification of the 2021 Adopted County Budget

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

9. Authorizing the Modification of the 2021 Adopted County Budget (Madison Local Eats Program)

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

10. Establishing the Standard Work Day and Reporting Days for Certain County Officials

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

Other Committee Business

1. Motion to Enter Executive Session

Motion by Cliff Moses to enter Executive Session. Second by Pete Walrod. The motion was Passed.

Motion by Cliff Moses to exit Executive Session. Second by Pete Walrod. The motion was Passed.

2. Litigation
3. Labor Relations
4. Personnel Matter

Preferred Agenda

Motion by Cliff Moses to include all resolutions except 1 and 2 as the Government Operations Committee Preferred Agenda. Seconded by Ron Bono. The motion was Passed.

Next Meeting:

1. July 29, 2021 @ 10:30 a.m.

Adjourn

Motion by Cliff Moses to adjourn. Second by Matt Roberts. The motion was Passed.

MADISON COUNTY DEPARTMENT OF PERSONNEL/CIVIL SERVICE

COUNTY OFFICE BUILDING
P.O. BOX 636

WAMPSVILLE, NY 13163
(315) 366-2341 (Phone)
(315) 366-2725 (Fax)



Eileen M. Zehr

Personnel Officer
eileen.zehr@madisoncounty.ny.gov

Ryan D. Aylward

Director of Labor Relations
ryan.aylward@madisoncounty.ny.gov

Government Operations **Thursday, May 27, 2021 @ 10:30 AM** **Chambers**

MINUTES

10:30 Call Meeting to Order
AM

**** DRAFT MINUTES****

Mary Cavanagh called the meeting to order at 10:30 a.m.

Committee Members present:

R. Bono, M. Cavanagh, C. Moses, M. Roberts and P. Walrod

Others present:

R. Aylward, J. Becker, D. Curtis, N. Devaney, C. Edick P. Lutwak, Y. Nirelli, L. Randall,
M. Scimone, T. Wayland-Smith, and E. Zehr.

Approval of Minutes

- April 29, 2021 Minutes

Motion by Cliff Moses to Approve Resolution. Second by Pete Walrod. The motion was Passed.

Resolutions:

1. Resolution of Appreciation - Retiree Recognition

Motion by Pete Walrod to approve the resolution. Second by Ron Bono. The motion was Passed.

2. Authorizing the Chairman to Enter Into an Agreement with Spectrum Enterprise

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

3. Authorizing the Chairman to Enter Into an Agreement with Bonadio & Co LLP

Motion by Pete Walrod to approve the resolution. Second by John Becker. The motion was Passed.
4. Authorizing Chairman to Execute U.S. Department of the Treasury Coronavirus Local Fiscal Recovery Fund Application

Motion by Ron Bono to approve the resolution. Second by Matt Roberts. The motion was Passed.
5. Authorizing the Chairman to Enter Into an Agreement with Remedy Analytics

Motion by Cliff Moses to approve the resolution. Second by Pete Walrod. The motion was Passed.
6. Rescinding the Visitors and Public Access to Madison County Office Buildings and Indoor Facilities Policy and Procedure

Motion by Ron Bono to approve the resolution. Second by Matt Roberts. The motion was Passed.
7. Adopting a Telework Policy and Procedures

Motion by Cliff Moses to approve the resolution. Second by Pete Walrod. The motion was Passed.
8. Creating an Office Assistant I Position in the Public Health Department

Motion by Pete Walrod to approve the resolution. Second by Ron Bono. The motion was Passed.
9. Creating a Recovery Center Coordinator Position and Two Peer Specialist Positions in the Mental Health Department

Motion by Ron Bono to approve the resolution. Second by Matt Roberts. The motion was Passed.
10. Creating a Staff Social Worker Position in the Mental Health Department

Motion by Matt Roberts to approve the resolution. Second by Cliff Moses. The motion was Passed.
11. Creating a Deputy Sheriff Lieutenant Position in the Sheriff's Office

Motion by Cliff Moses to approve the resolution. Second by Pete Walrod. The motion was Passed.
12. Creating A Head Automotive Mechanic Position in the Department of Solid Waste Management

Motion by John Becker to approve the resolution. Second by Matt

Roberts. The motion was Passed.

13. Establishing the Salary for Undersheriff

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

Other Committee Business

1. Motion to Enter Executive Session

Motion by Matt Roberts to enter into Executive Session. Second by Pete Walrod. The motion was Passed.

Motion by John Becker to exit Executive Session. Second by Matt Roberts. The motion was Passed.

2. Salary Matter

3. Personnel Matter

4. Litigation

5. Labor Relations

Preferred Agenda

Motion by Cliff Moses to include all resolutions except 1 and 13 as the Government Operations Committee Preferred Agenda. Seconded by Matt Roberts. The motion was Passed.

Next Meeting:

July 1, 2021 at 10:30 a.m.

Adjourn

Motion by John Becker to adjourn. 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 Doreen Cunningham and Janet Hall upon their retirement.

Doreen E. Cunningham
Janet C. Hall

Public Health
Social Services

2001 - 2021
2006 - 2021

Dated: July 13, 2021

Mary B. Cavanagh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

**ABOLISHING A PUBLIC HEALTH SANITARIAN POSITION AND
CREATING A PUBLIC HEALTH SANITARIAN II POSITION
IN THE PUBLIC HEALTH DEPARTMENT**

WHEREAS, the Public Health Director recommends that a full-time Public Health Sanitarian be abolished and a Public Health Sanitarian II position be created in the Public Health Department; and

WHEREAS, the Personnel Officer certifies that Public Health Sanitarian II 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 existing appropriations in the 2021 departmental budget; 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 abolished effective immediately; and

BE IT FURTHER RESOLVED that one (1) full-time Public Health Sanitarian II 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: July 13, 2021

Mary B. Cavanagh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

**AUTHORIZING THE CHAIRMAN TO ENTER INTO AN ENTERPRISE AGREEMENT
WITH SEDARA**

WHEREAS, Madison County Information Technology has the need to enhance and expand our current Security Information and Event Management (SIEM) solution to include additional departments and advanced 24/7 monitoring for increased security of the county network; and

WHEREAS, the Information Technology department recommends that SEDARA be hired to perform this project; and

WHEREAS, funds for installation, training and implementation are available in current grants; and

WHEREAS, this agreement has been reviewed and approved by the Government Operations Committee;

NOW, THEREFORE BE IT RESOLVED, that the Chairman of the Board of Supervisors be and is hereby authorized to enter into an agreement on behalf of the County of Madison with SEDARA, in the form as is on file with the Clerk of the Board.

Dated: July 13, 2021

Mary B Cavanagh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

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

WHEREAS, access control security and cameras are needed on doors located in the Madison County Child Advocacy Center (CAC) facility located in Oneida; and

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

WHEREAS, the Information Technology Department recommends using Day Automation as the installers and integrators of this system at a cost not to exceed \$26,000.00; and

WHEREAS, this agreement has been reviewed and approved by the Government Operations Committee;

NOW, THEREFORE BE IT RESOLVED, that the Chairman of the Board of Supervisors be and is hereby authorized to enter into an agreement on behalf of the County of Madison with Day Automation, in the form as is on file with the Clerk of the Board.

Dated: July 13, 2021

Mary B. Cavanagh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

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

WHEREAS, access control security and a camera are needed on doors located in the Probation Department; and

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

WHEREAS, the Information Technology Department recommends using Day Automation as the installers and integrators of this system at a cost of \$14,531.51;

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: July 13, 2021

Mary B. Cavanagh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

AUTHORIZING THE MODIFICATION OF THE 2021 ADOPTED COUNTY BUDGET

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

General Fund

1680 Information Technology

Expense

	<u>From</u>	<u>To</u>
A168010 525210 Access Control Doors	\$10,000	\$15,000
A168010 540320 Internet Service Expense	56,000	66,000

1990 Contingent Fund

Expense

A199010 544440 Contingent	<u>\$610,267</u>	<u>\$595,267</u>
Control Totals	<u>\$676,267</u>	<u>\$676,267</u>

Dated: July 13, 2021

Mary Cavanagh, Chairwoman
Government Operations Committee

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

DRAFT

RESOLUTION NO. _____

AUTHORIZING THE MODIFICATION OF THE 2021 ADOPTED COUNTY BUDGET (Madison Local Eats Program)

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

Special Revenue Fund - TBD

American Rescue Plan Act

Revenue

	<u>From</u>	<u>To</u>
(Account # TBD) Fed Aid Coronavirus Local Fiscal Recovery Fund	\$-0-	\$515,500

Control Total		\$515,500
---------------	--	-----------

Expense

(Account # TBD) Madison Local Eats Program	\$-0-	\$515,500
--	-------	-----------

Control Total		\$515,500
---------------	--	-----------

Dated: July 13, 2021

Mary Cavanagh, Chairwoman
Government Operations Committee

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

Note:

We are awaiting guidance from the New York State Office of the State Comptroller in regard to the special revenue fund and account structure for the Coronavirus Local Fiscal Recovery Fund (aka American Rescue Plan Act). If this guidance is not received in time for the July 13, 2021 Board Agenda, then we will temporarily account for the Madison Local Eats Program in the General Fund in order to proceed with the program as scheduled.

RESOLUTION NO. _____

**ESTABLISHING THE STANDARD WORK DAY AND REPORTING DAYS FOR
CERTAIN COUNTY OFFICIALS**

WHEREAS, The Office of the State Comptroller New York State and Local Employees' Retirement System requires that a Standard Work Day and Reporting Resolution be established for retirement credit reporting purposes for elected and appointed officials;

NOW, THEREFORE, BE IT RESOLVED, that Madison County hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the Clerk to the Board:

TITLE	NAME	STANDARD WORK DAY (Hrs / Day)	TERM BEGINS/ ENDS	RECORD OF ACTIVITIES RESULTS
District Attorney	William Gabor	7.5	1/1/21-12/31/24	27.5

Dated: July 13, 2021

Mary Cavanagh, Chairwoman
Government Operations Committee