

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
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Ryan D. Aylward

Director of Labor Relations
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Government Operations Thursday, July 27, 2023 @ 10:00 AM Chambers

MINUTES

10:00 Call Meeting to Order AM

P. Walrod called the meeting to order at 10:02 a.m.

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

Committee Members absent: A. Stepanski

Others present: J. Becker, E. Burns, D. Curtis, D. Degear, M. During, C. Edick, M. Eggar, S. Field, M. Felton, K. Guinto, P. LeClair, P. Lutwak, L. Martino, J. Pinard, L. Randall, M. Scimone, T. Wayland-Smith, R. Winn, L. Winters, and E. Zehr

Approval of Minutes

- Minutes - June 29, 2023

Motion by Matt Roberts to approve the minutes from June 29, 2023.
Second by Mary Cavanagh. The motion was Passed.

Resolutions:

1. Designating Disposal of Surplus County Personal Property
Motion by Mary Cavanagh to approve the resolution. Second by Rex Vosburg. The motion was Passed.
2. Designating Disposal of Surplus County Personal Property
Motion by Rex Vosburg to approve the resolution. Second by Matt Roberts. The motion was Passed.
3. Authorizing The Chairman to Enter Into an Agreement With

Enhanced Voting

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

4. Authorizing the Chairman to Enter Execute an Extension Agreement with the New York State Board of Elections for the Technology Innovation and Election Resource Grant Program and Modifying the 2023 Adopted County Budget

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

5. Authorizing the Chairman to Execute an Extension Agreement with the New York State Board of Elections for the Absentee Ballot Pre-Paid Postage Grant and Modifying the 2023 Adopted County Budget

Motion by Matt Roberts to approve the resolution. Second by Mary Cavanagh. The motion was Passed.

6. Authorizing the Chairman to Enter Into an Agreement With SEDARA

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

7. Establishing Retention Bonuses for Select Management Confidential Employees in the Department of Solid Waste Management

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

8. Establishing the Salaries of County Officers and Managerial/Confidential Employees for 2024

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

9. Acknowledging Introduction of Proposed Local Law No. 4 for the Year 2023 and Calling for a Public Hearing

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

10. Changing the Name of the Building Maintenance Department to the Facilities Department

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

11. Creating Permanent Part-time Positions in the Office of Emergency Management

Motion by Mary Cavanagh to approve the resolution. Second by Matt

Roberts. The motion was Passed.

12. Creating a Part-Time Coroner's Physician Position in the District Attorney's Office

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

13. Creating a Deputy Personnel Officer Position in the Personnel Department and Allocating the Title in the Management Salary Plan

Motion by Mary Cavanagh to approve the resolution. Second by Matt Roberts. The motion was Passed.

14. Resolution of Appreciation - Retiree Recognition

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

Other Committee Business

1. Purchasing Updates

L. Winters updated the committee on bids and RFP's.

2. Board of Elections Updates

M. Egger updated the committee on Election Inspector classes and the new voter registration system.

3. Vacancy Review Procedural Change

Committee members agreed that the vacancy review form does not need the committee chair signatures for the creation of new positions since the full committee is approving the action by resolution. E. Zehr will revise the vacancy review form.

4. MOTION TO ENTER EXECUTIVE SESSION

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

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

5. Litigation Matter

6. Salary Matter

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. August 24, 2023 - Immediately Following Finance, Ways and Means

Motion by Mary Cavanagh to adjourn the meeting. Second by Rex Vosburg. The motion was Passed.

Adjourn

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Director of Labor Relations
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Government Operations Thursday, June 29, 2023 @ 10:30 AM Chambers

MINUTES

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

DRAFT

P. Walrod called the meeting to order at 9:57 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, E. Burns, D. Curtis, D. Degear, C. Edick, M. Eggar, S. Field, M. Felton, K. Guinto, T. Kane, C. Kennedy, P. LeClair, K. Lummis, P. Lutwak, J. Pinard, T. Wayland-Smith, and E. Zehr

Approval of Minutes

- Minutes - May 25, 2023

Motion by Rex Vosburg to approve the minutes from May 25, 2023.
Second by Mary Cavanagh. The motion was Passed.

Resolutions:

1. Authorizing The Chairman to Enter Into an Agreement With Enhanced Voting

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

2. Resolution Urging the Governor to Veto A.04282B/ S.3505B to

Move Local Elections to Even Numbered Years

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

3. Resolution of Appreciation - Retiree Recognition

Motion by Matt Roberts to approve the resolution. Second by Mary Cavanagh. The motion was Passed.

4. Abolishing an Emergency Medical Services Coordinator Position and Creating a Director of Emergency Medical Services Position and Creating an Assistant Director of Emergency Medical Services Position and Allocating the Title in the Management Salary Plan

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

5. Abolishing an Office Assistant III Position and Creating a Principal Account Clerk Position in the Building Maintenance Department

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

6. Creating an Accountant Position in the Finance Department

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

7. Creating Staff Social Worker Positions in the Mental Health Department

Motion by Mary Cavanagh to approve the resolution. Second by Matt Roberts. The motion was Passed.

8. Adopting a Policy on Compliance Policy Development and Approval

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

9. Authorizing the Chairman to Enter Into a Retainer Agreement with the Law Firm of Napoli Shkolnik, PLLC

No action taken.

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

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

11. Affirming the Commitment of the Board of Supervisors to Job Security for Department of Solid Waste Employees

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

12. Designating Disposal of Surplus County Personal Property
Motion by Matt Roberts to approve the resolution. Second by Alex Stepanski. The motion was Passed.
13. Modifying the County Sexual Harassment Prevention Policy and Procedures
Motion by Mary Cavanagh to approve the resolution. Second by Matt Roberts. The motion was Passed.
14. Authorizing the Chairman of the Board to Enter into an Agreement with the CSEA Blue and White Collar Units
Motion by Matt Roberts to approve the resolution. Second by Mary Cavanagh. The motion was Passed.

Other Committee Business

1. Compliance Officer Update
C. Kennedy updated the committee on Corporate Compliance and the upcoming training she will be providing to Board members.
2. Election Night Procedures and Board Updated
M. Egger updated the committee on the recent primary races and the upcoming training for election inspectors.
3. MOTION TO ENTER EXECUTIVE SESSION
Motion by Matt Roberts to Enter into Executive Session. Second by Mary Cavanagh. The motion was Passed.
Motion by Rex Vosburg to Exit Executive Session. Second by Mary Cavanagh. The motion was Passed.
4. Labor Relations
5. Personnel Matter

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. July 27, 2023 - Immediately Following Finance, Ways and Means

Adjourn

Motion by Rex Vosburg to adjourn the meeting. Second by Mary Cavanagh. The motion was Passed.

RESOLUTION NO. 23_____

DESIGNATING DISPOSAL OF SURPLUS COUNTY PERSONAL PROPERTY

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

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

WHEREAS, the list of items has been reviewed and approved by the Government Operations Committee;

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

Item	Department	Miles/Hours	Condition	Comment
2007 Bobcat Compact Skid Steer	Emergency Mgmt	2665.6 hrs	Good	Trade-in
SH0250 2007 Ski Doo Rev 600cc	Sheriff's Office	3169 miles	Good	Trade-in
SH0259 2007 Ski Doo Rev 600cc	Sheriff's Office	3364 miles	Good	Trade-in
SH9896 2011 Snowmobile Trailer	Sheriff's Office	n/a	Good	Trade-in

Dated: August 8, 2023

Paul H. Walrod, Chairman
Government Operations Committee

RESOLUTION NO. _____

DESIGNATING DISPOSAL OF SURPLUS COUNTY PERSONAL PROPERTY

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

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

WHEREAS, the list of items has been reviewed and approved by the Government Operations Committee;

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

Item	Department	Mileage	Condition	Comment
MOR157 – 1997 Athey 7-12 Sod Loader	Highway	4,236 hours	Poor	Surplus
WAM032 – 1996 Volvo WG42 Dump	Highway	15,708	Poor	Surplus

Dated: August 8, 2023

Paul H. Walrod, Chairman
Government Operations Committee

RESOLUTION NO. 23-_____

**AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT WITH
ENHANCED VOTING**

WHEREAS, the agreement Enhanced Voting of Jacksonville FL., and Madison County for the Enhanced Results Solution system for publishing expired on January 1, 2023; and

WHEREAS, the Madison County Board of Elections entered into an agreement with Enhanced Voting to purchase the Enhanced Results Solution, a New York State certified Voting aggregation and statistics publishing system; and

WHEREAS, the Enhanced Results Solution provides Madison County with ongoing support and maintenance, and is the developer and sole provider of the only solution in New York certified for aggregation and publishing of election results on Election night; and

WHEREAS, it is necessary to enter the agreement for the Enhanced Results solution with maintenance services and training for the Enhanced Votes system, including hardware, software, support services and warranty services; and

WHEREAS, Enhanced Voting has agreed to an annual contract to be paid by the County as follows:

2023 TOTAL \$10,260.00 annual payment past due (Jan.31, 2023)

2024 TOTAL \$10,260.00 annual payment due Jan.31, 2024

WHEREAS, this agreement has been reviewed and approved by the Government Operations Committee and is in the Madison County Board of Elections budget:

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

Dated: August 8, 2023

Paul H. Walrod, Chairman

Paul H. Walrod, Chairman
Government Operations Committee

RESOLUTION NO. _____

**AUTHORIZING THE CHAIRMAN TO EXECUTE AN EXTENSION AGREEMENT WITH THE
NEW YORK STATE BOARD OF ELECTIONS FOR THE TECHNOLOGY INNOVATION
AND ELECTION RESOURCE GRANT PROGRAM AND MODIFYING THE 2023 ADOPTED
COUNTY BUDGET**

WHEREAS, the Madison County Board of Elections was allocated \$67,359.45 of State funds for the Technology Innovation and Election Resource (TIER) Grant Program in 2021 for the period April 7, 2021 through January 27, 2023; and

WHEREAS, the purpose of the TIER Grant is to provide reimbursement for capital purchases of software, technology upgrades, equipment, and broadband service; and

WHEREAS, the State has allocated Madison County Board of Elections an additional \$64,563.95 and extended the grant period to March 31, 2024; 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 – March 31, 2024
Contract #: BOE01-C004368-1110000
Additional Funds: \$ 64,563.95
Total State Grant: \$131,923.40

NOW, THEREFORE, BE IT RESOLVED that the Chairman be hereby authorized to execute an extension agreement 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 of Supervisors; and

BE IT FURTHER RESOLVED that the 2023 Adopted County Budget be modified as follows:

General Fund

1454 Board of Elections Grant Programs

Revenue

A145410 430903 SA Technology Innovation and
Election Resource (TIER) Grant Program

From

\$67,359

To

\$131,923

Control Total

\$64,564

Expense

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

\$67,359

\$131,923

Control Total

\$64,564

Dated: August 8, 2023

Paul H. Walrod, Chairman
Government Operations Committee

Matthew A. Roberts, Chairman
Finance, Ways and Means Committee

RESOLUTION NO. _____

**AUTHORIZING THE CHAIRMAN TO EXECUTE AN EXTENSION AGREEMENT WITH THE
NEW YORK STATE BOARD OF ELECTIONS FOR THE ABSENTEE BALLOT PRE-PAID
POSTAGE GRANT AND MODIFYING THE 2023 ADOPTED COUNTY BUDGET**

WHEREAS, the Madison County Board of Elections was allocated \$21,770.68 of State funds for an Absentee Ballot Pre-Paid Postage Grant in 2022 for the period July 1, 2022 through December 31, 2022; and

WHEREAS, the purpose of this grant is to provide reimbursement for pre-paid return envelopes for absentee ballots and applications, and related costs; and

WHEREAS, the State has allocated Madison County Board of Elections an additional \$21,770.68 and extended the grant period to March 31, 2024; 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: Absentee Ballot Pre-Paid Postage Grant
Grant Period: July 1, 2022 – March 31, 2024
Contract #: BOE01-T004593-1110000
Additional Funds: \$21,770.68
Total State Grant: \$43,541.36

NOW, THEREFORE, BE IT RESOLVED that the Chairman be hereby authorized to execute an extension agreement 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 of Supervisors; and

BE IT FURTHER RESOLVED that the 2023 Adopted County Budget be modified as follows:

General Fund

1454 Board of Elections Grant Programs

Revenue

A145410 430904 SA Absentee Ballot Pre-Paid
Postage Grant

From

To

\$-0-

\$38,676

Control Total

\$38,676

Expense

A145410 541206 Absentee Ballot Pre-Paid Postage

\$-0-

\$38,676

Control Total

\$38,676

Dated: August 8, 2023

Paul H. Walrod, Chairman
Government Operations Committee

Matthew A. Roberts, Chairman
Finance, Ways and Means Committee

RESOLUTION NO. _____

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

WHEREAS, Madison County Information Technology needs to renew our Security Information and Event Management (SIEM) solution; and

WHEREAS, the Information Technology Department recommends that we renew our contract with SEDARA; and

WHEREAS, the cost for this renewal is \$35,684.84 and funds for this are available in the 2023 budget; and

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

Dated: August 8, 2023

Paul H. Walrod Chairman
Government Operations Committee

RESOLUTION NO. _____

**ESTABLISHING RETENTION BONUSES FOR MANAGEMENT CONFIDENTIAL
EMPLOYEES IN THE DEPARTMENT OF SOLID WASTE MANAGEMENT**

WHEREAS, the County has observed that the Department of Solid Waste Management has retention concerns as the County is entertaining alternative ways in which to manage the County waste stream; and

WHEREAS, the County would like to provide additional incentive for the titles of Deputy Director of Solid Waste Management and Recycling Coordinator to continue to work in the Solid Waste Department; and

WHEREAS, the retention of staff within the Solid Waste Department has proven difficult in recent months; and

NOW, THEREFORE BE IT RESOLVED in consideration of the retention concerns for select current management/confidential employees in the Solid Waste Department:

1. Retention Bonus
 - a. The County will provide a retention bonus of \$1,000.00 to employees in the Deputy Director of Solid Waste Management and the Recycling Coordinator titles that are on the first full payroll following a new fiscal quarter (January, April, July and October).
 - b. This payment will not be included in the calculation of any overtime worked by an employee.
2. This agreement is only meant to apply to employees in the Deputy Director of Solid Waste Management and the Recycling Coordinator titles working in the Solid Waste Department and it will take effect beginning on August 8, 2023.
3. The retention bonuses are temporary and can be stopped by the County at any time and for any reason.

DATED: August 8, 2023

Paul H. Walrod, Chairman
Government Operations Committee

RESOLUTION NO. _____

**ESTABLISHING THE SALARIES OF COUNTY OFFICERS AND
MANAGERIAL/CONFIDENTIAL EMPLOYEES FOR 2024**

RESOLVED, that commencing January 1, 2024, a 4.5% increase shall be applied to the **Appendix B** Salary Schedule of the Management Salary Plan; and

BE IT FURTHER RESOLVED, that commencing January 1, 2024, the following salaries shall be paid to County officers and managerial/confidential employees in biweekly payments by the County Treasurer.

Dated: August 8, 2023

Paul H. Walrod, Chairman
Government Operations Committee

<u>TITLE</u>	<u>2024 Salary</u>
County Administrator	\$ 160,947
Psychiatric Nurse Practitioner	\$ 158,591
Assigned Counsel Administrator	\$ 150,950
Psychiatric Nurse Practitioner	\$ 140,971
County Attorney	\$ 137,968
First Assistant District Attorney	\$ 131,721
Director Community Mental Health Services	\$ 128,311
Information Technology Director	\$ 124,894
Planning Director	\$ 117,610
Supervising Social Services Attorney	\$ 117,610
Probation Director II	\$ 113,038
Director of Solid Waste Management	\$ 109,985
Undersheriff	\$ 109,985
Director of Public Facilities	\$ 108,460
Director of Finance	\$ 106,937
Deputy County Highway Superintendent	\$ 105,011
Deputy Sheriff Captain	\$ 105,011
Director of Emergency Management Services	\$ 103,888
Assigned Counsel Attorney	\$ 100,924
Assistant District Attorney - DWI Program	\$ 100,924
Second Assistant District Attorney	\$ 99,564
Deputy Commissioner for Financial Aid	\$ 98,203
Deputy Director of Information Technology	\$ 98,203
Deputy Director of Solid Waste Management	\$ 95,481
Director of Environmental Health	\$ 94,119
Director of Children With Special Needs Program	\$ 93,758
Social Services Attorney II	\$ 93,758
Assistant District Attorney - Fraud Prevention	\$ 92,758
Deputy Commissioner for Family Services	\$ 92,758
Mental Health Clinic Treatment Coordinator	\$ 92,758
Deputy Director of Administrative Services	\$ 91,398
Director of Community Health Services	\$ 91,398
Assistant Planning Director	\$ 90,111
Deputy Commissioner for Administrative Services	\$ 88,495
Deputy Director of Health	\$ 88,495
First Assistant County Attorney	\$ 87,988
Purchasing Agent	\$ 87,681
Assistant Director of Finance	\$ 85,249
Director of Administrative Services	\$ 85,249
Compliance Officer	\$ 82,818
E911 Director	\$ 82,818
Corrections Lieutenant	\$ 82,630
Deputy Director/Emergency Management Planner	\$ 81,603
Director of Administrative Services	\$ 81,603
Director of Emergency Medical Services	\$ 81,603
Workforce Development Supervisor	\$ 81,603
Highway Operations Manager	\$ 80,459

County Fire Coordinator	\$	79,372
Child Advocacy Center Director	\$	79,012
Clerk to the Board of Supervisors	\$	79,012
Deputy County Treasurer	\$	79,012
Seventh Assistant District Attorney	\$	79,012
Corrections Lieutenant	\$	78,287
County Youth Bureau Director	\$	77,201
Public Information Officer	\$	76,117
Director of Financial Assistance	\$	75,030
Public Health Emergency Coordinator	\$	75,030
Assistant Director of Administrative Services	\$	74,740
Deputy County Clerk	\$	74,740
Payroll Manager	\$	74,740
Personnel Technician II	\$	74,740
Building Maintenance Supervisor	\$	70,548
Second Assistant County Attorney	\$	69,171
Deputy Director of Real Property Tax Services	\$	68,929
Director of Financial Assistance	\$	68,309
Labor Relations Technician	\$	67,961
Recycling Coordinator	\$	67,961
Director of Veterans Service Agency	\$	66,991
Assistant Director of Administrative Services	\$	65,053
County Historian	\$	64,993
Assistant Director of Administrative Services	\$	62,988
Assistant Director of Emergency Medical Services	\$	62,988
Executive Assistant to the County Administrator	\$	62,461
Assistant Director of Children With Special Needs Program	\$	60,989
Deputy County Clerk	\$	60,989
Confidential Secretary to Sheriff	\$	60,756
Confidential Secretary to the Director of Community Mental Health Services	\$	60,756
Personnel Associate	\$	60,756
Personnel Associate	\$	60,756
Confidential Secretary to County Attorney	\$	58,389
Deputy Elections Commissioner	\$	58,252
Deputy Elections Commissioner	\$	58,252
Records Management Coordinator	\$	57,409
Public Information Specialist	\$	56,569
Fifth Assistant District Attorney	\$	56,255
Confidential Secretary to the First Assistant District Attorney	\$	56,029
Confidential Secretary to Commissioner of Social Services	\$	55,242
Confidential Secretary to the Public Health Director	\$	55,242
Director of Weights and Measures	\$	54,774
Executive Assistant to the Assigned Counsel Administrator	\$	54,774
Confidential Secretary to District Attorney	\$	54,454
Payroll Specialist	\$	54,454
Administrative Assistant to the County Attorney	\$	52,830
Confidential Secretary to Board of Supervisors	\$	51,201
Payroll Specialist	\$	51,201

Fourth Assistant District Attorney	\$	50,001
Senior Election Clerk	\$	46,666
Senior Election Clerk	\$	46,666
Administrative Assistant to the District Attorney	\$	45,982
Criminal Investigator	\$	37,477
Criminal Investigator	\$	34,445

RESOLUTION NO. _____

**ACKNOWLEDGING INTRODUCTION OF PROPOSED LOCAL LAW NO. 4
FOR THE YEAR 2023 AND CALLING FOR A PUBLIC HEARING**

WHEREAS, Supervisor Walrod has duly authorized proposed Local Law No. 4 for the year 2023, fixing the salaries of certain County Officials for the year 2024; and

WHEREAS, a copy of said proposed local law has been furnished to each Supervisor;

NOW, THEREFORE BE IT RESOLVED, that a public hearing be held on the proposed local law in the Chambers of the Board of Supervisors at the Madison County Office Building on September 12, 2023 at 11:15 a.m., or as soon as possible thereafter; and

BE IT FURTHER RESOLVED that the Clerk of the Board duly publish a notice of this hearing in the official newspapers of the County at least five days prior to the scheduled hearing.

DATED: August 8, 2023

Paul H. Walrod, Chairman
Government Operations Committee

**COUNTY OF MADISON
LOCAL LAW NO. 4 FOR THE YEAR 2023**

**LOCAL LAW FIXING THE SALARIES OF
CERTAIN COUNTY OFFICIALS FOR 2024**

Be it enacted by the Board of Supervisors of the County of Madison as follows:

Section 1. The annual salaries of the following County officials are fixed as follows commencing January 1, 2024:

	<u>1/1/2024</u>
Madison County Highway Superintendent	131,721
Madison County Public Health Director	131,721
Madison County Sheriff	121,479
Madison County Treasurer	105,011
Madison County Clerk	96,842
Madison County Election Commissioner	90,111
Madison County Election Commissioner	90,111

Section 2. This local law is adopted subject to permissive referendum as provided in Section 24 of Municipal Home Rule Law.

Paul H. Walrod, Chairman
Government Operations Committee

RESOLUTION NO. _____

**CHANGING THE NAME OF THE BUILDING MAINTENANCE DEPARTMENT TO
THE FACILITIES DEPARTMENT**

WHEREAS, Resolution No. 94-17 created the of Director of Public Facilities position to serve as department head for the Building Maintenance Department; and

WHEREAS, the Director of Public Facilities desires to change the name of said department to the Facilities Department in order to provide a more concise reflection of the department's responsibilities; and

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

NOW, THEREFORE BE IT RESOLVED, that the Building Maintenance Department be and hereby is renamed the Facilities Department effective immediately.

Dated: August 8, 2023

Paul H. Walrod, Chairman
Government Operations Committee

RESOLUTION NO. _____

**CREATING PERMANENT PART-TIME POSITIONS IN THE
OFFICE OF EMERGENCY MANAGEMENT**

WHEREAS, the Madison County Office of Emergency Management operates the Madison County Emergency Medical Services; and

WHEREAS, the Director of Emergency Management Services and the Director of Emergency Medical Services have evaluated the staffing needs of Madison County EMS and have determined the need for additional staffing; and

WHEREAS, it has been determined that there is a need for two (2) permanent part-time Paramedic positions and two (2) permanent part-time Emergency Medical Technician positions; and

WHEREAS, this request was reviewed and approved in accordance with the vacancy review procedure by the Criminal Justice, Public Safety and Emergency Communications Committee and the Government Operations Committee,

NOW, THEREFORE BE IT RESOLVED that two (2) permanent part-time Paramedic positions and two (2) permanent part-time Emergency Medical Technician positions be and hereby are created effective immediately.

BE IT FURTHER RESOLVED that the Director of Emergency Management Services be and hereby is authorized to fill said positions in accordance with Civil Service Law and Rule and the Agreement between the County and the Civil Service Employees Association, White Collar unit effective immediately.

Dated: August 8, 2023

Paul H. Walrod, Chairman
Government Operations Committee

RESOLUTION NO. _____

**CREATING A PART-TIME CORONER'S PHYSICIAN POSITION
IN THE DISTRICT ATTORNEY'S OFFICE**

WHEREAS, in the County of Madison the District Attorney serves as Coroner pursuant to Chapter 369 of the Session Laws of 1920; and

WHEREAS, as such, under County Law 400(4-b) this body is required to appoint one or more Coroner's Physicians duly licensed to practice medicine in the this state; and

WHEREAS, in accordance with County Law 400(4-b), the District Attorney is recommending the creation of a Coroner's Physician position; and

WHEREAS, this request was reviewed and approved in accordance with the vacancy review procedure by the Criminal Justice, Public Safety and Emergency Communications Committee and the Government Operations Committee,

NOW, THEREFORE BE IT RESOLVED one (1) part-time Coroner's Physician position be and hereby is created at an annual rate compensation of \$5,000.

BE IT FURTHER RESOLVED that the District Attorney be and hereby is authorized to fill said position in accordance with county policy and procedures effective immediately.

Dated: August 8, 2023

Paul H. Walrod, Chairman
Government Operations Committee

RESOLUTION NO. _____

**CREATING A DEPUTY PERSONNEL OFFICER POSITON IN THE
PERSONNEL DEPARTMENT AND ALLOCATING THE TITLE IN THE
MANAGEMENT SALARY PLAN**

WHEREAS, the Personnel Officer has reviewed the organizational structure of the department and has determined the need for addition staffing; and

WHEREAS, the Personnel Department has maintained the current level of staffing since 2000; and

WHEREAS, continued growth of county departments, heavy recruitment efforts and a reduced applicant pool have directly impacted the workload of the Personnel Department; and

WHEREAS, in order to address the impact on the department and as part of succession planning, the Personnel Officer has requested the creation of a Deputy Personnel Officer position; 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 one (1) Deputy Personnel Officer position be and hereby is created effective immediately and be allocated to Grade G in Appendix A of the Management Salary Plan,

BE IT FURTHER RESOLVED that the Personnel Officer be and hereby is authorized to fill said position in accordance with Civil Service Law and Rule and the Management Compensation Plan effective immediately.

Dated: August 8, 2023

Paul H. Walrod, Chairman
Government Operations Committee

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 Timothy Flynn, Beverly Bradford and Rosanne Lewis upon their retirement.

Timothy M. Flynn
Beverly A. Bradford
Rosanne M. Lewis

Sheriff's Office
Finance Office
Public Health

1998 - 2023
2007 - 2023
2010 - 2023

Dated: August 8, 2023

Paul H. Walrod, Chairman
Government Operations Committee