

Administration and Oversight
Thursday, September 23, 2021 @ 12:30 PM
Chambers / Zoom

MINUTES

12:30 PM Call Meeting to Order

Chairman Dave Jones called the meeting to order at 12:34 p.m. in the Board Chambers.

Committee Members present via Zoom:

Chairman Dave Jones, Vice Chairwoman Yvonne Nirelli, Supervisor Ron Bono, and Supervisor T.J. Stokes

Others present:

County Administrator Mark Scimone, 2nd Assistant County Attorney Melissa Martel-Felton, Elections Commissioner Mary Egger, Elections Commissioner Alan Cohen, Purchasing Agent Laurie Winters, Public Information Officer Samantha Field

Absent: Supervisor Joe Ostrander

Approval of Minutes

- A&O Meeting Minutes - July 22, 2021

Motion by Yvonne Nirelli to Approve the minutes of the July 22, 2021 meeting. Second by Ron Bono. The motion was Passed.

Board of Elections:

1. Department Update

Elections Commissioner Mary Egger stated that absentee and military ballots have gone out and Election Day ballots will be ordered soon. Mary attended the September 21st Election Commissioners conference, presented at a Senate hearing, and was appointed 3rd Vice President of the NYS Election Commissioners Association. Mary spoke to the Committee on Elections regarding the challenges of new election laws that have been implemented since 2019. The Elections Office is also working on budgets and grants.

Mary requested a personnel matter be discussed in executive session at the end of the meeting.

Purchasing:

1. Department Update

Purchasing Agent Laurie Winters stated that her projected

department budget for 2022 increased on two lines; 1) training and staff development so that she could attend a couple out-of-state purchasing conferences, and 2) salaries in order to make Marissa's OAI position full-time.

PCard spending increased \$2.6M this year, which increased our rebate from \$26,883 to \$64,328. County Administrator Scimone stated that Marissa played a big role with the PCard rebates, which will make her full-time position pay for itself. Vice Chairwoman Nirelli noted that Madison County was recognized at the NYSAC Fall Seminar for having the largest increase for PCard spending. Kudos were given to Laurie and her department.

Laurie continues to work on better line figures for Enterprise lease vehicles, and reminded the committee that towns need to inform her if they want to be included.

Resolutions:

1. Designating Disposal of Obsolete and/or Surplus County Personal Property (Central Services)

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

2. Designating Disposal of Obsolete and/or Surplus County Personal Property (Solid Waste)

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

3. Waiving Rules for Resolutions

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

4. Fixing Time to Hold Meetings During 2022

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

5. Fixing Time to Organize and Pay Claims in 2022

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

Other Committee Business

1. Executive Session Rule Change Discussion - Virtual

County Administrator Mark Scimone stated that some supervisors have expressed confidentiality concerns regarding Zoom conferencing during executive session. Since this committee oversees the Board meeting process, Mark asked the committee to

address this concern and determine if a new Board Rule is necessary.

Chairman Jones stated that each supervisor takes an oath to follow the Rules of the Board, which includes the rules for executive session. Vice Chairwoman Nirelli stated that cameras should have to be on during executive session. Supervisor Bono stated that the supervisors should be reminded of executive session rules. Mark agreed that banning virtual executive sessions isn't the answer as virtual meetings work well and save time and money, but we do need to establish protocols such as cameras on and no one else in the room. Mark will ask County Attorney Tina Wayland-Smith to provide an executive session refresher to the Board at their October 12th meeting.

2. Executive Session

A motion was made by Supervisor Ron Bono to enter into executive session at 1:00 p.m. to discuss matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person. Vice Chairwoman Yvonne Nirelli seconded the motion and it was unanimously carried.

A motion was made by Supervisors Ron Bono to exit executive session at 1:27 p.m. Chairman Dave Jones seconded the motion and it was unanimously carried.

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, October 21, 2021 @ 12:30 PM

Adjourn

Motion by Dave Jones to adjourn at 1:28 p.m. Second by Ron Bono. The motion was Passed.

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.

RESOLUTION NO. _____

**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
000266- Large Printing Press Abdick 9840	Central Services	n/a	Obsolete	Obsolete
000265-Small Printing Press Abdick 360	Central Services	n/a	Obsolete	Obsolete

Dated: October 12, 2021

David Jones, Chairman
Administration and Oversight Committee

RESOLUTION NO. _____

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

WHEREAS, in accordance with the Madison County Disposal of Obsolete and/or Surplus County Personal Property Policy and Procedures, County Personal Property is required to be declared obsolete and/or surplus by the Board of Supervisors; and

WHEREAS, the current list of County personal property for the Department of Solid Waste waiting obsolete and/or surplus designation is attached;

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

ITEM	DEPARTMENT	MILEAGE	CONDITION	DESIGNATION
Roll-Off Containers (QTY 14)	Solid Waste	N/A	Poor	Scrap
SW 256 – 1992 GMC Topkick Sewer Jetter Truck	Solid Waste	16,794 miles; 655 hrs	Fair	Surplus

Dated: October 12, 2021

James S. Goldstein, Chairman
Solid Waste and Recycling Committee

David R. Jones, Chairman
Administration and Oversight Committee

RESOLUTION NO. 21-_____

WAIVING THE RULES FOR RESOLUTIONS

RESOLVED, that Rule 24 and Rule 24-A of the Madison County Board of Supervisors, to the extent requiring that all resolutions intended to be moved for adoption be filed with the Clerk not less than seven calendar days prior to the meeting, and copies mailed/emailed to all members with the meeting agenda; and to the extent providing that resolutions be filed with the Chairman of the appropriate legislative committee at least ten days prior to the meeting at which its introduction will be sought, be waived during this annual session so that all resolutions may be acted upon immediately. Nothing herein shall be construed to limit the ability to table resolutions until the next succeeding meeting pursuant to Rule 17.

Dated: November 4, 2021

David R. Jones, Chairman

David R. Jones, Chairman
Administration and Oversight Committee

RESOLUTION NO. 21-_____

FIXING TIME FOR HOLDING MEETINGS DURING 2022

RESOLVED, that pursuant to provisions contained in Section 152 of the County Law, the Madison County Board of Supervisors shall hold meetings on the second Tuesday of each month, such meeting to be called at 2:00 p.m.; and

BE IT FURTHER RESOLVED, that the session held in November shall be designated as the "**ANNUAL SESSION**" and shall convene on the Thursday following Election Day;

NOW, THEREFORE BE IT RESOLVED that the Board hereby sets the first day of "Annual Session" for **Thursday, November 3, 2022 at 2:00 p.m.**

Dated: December 2, 2021

David R. Jones, Chairman

David R. Jones, Chairman
Administration and Oversight Committee

RESOLUTION NO. 21-_____

FIXING TIME AND DATE TO ORGANIZE THE BOARD IN 2022

RESOLVED, that pursuant to provisions in Section 151 of the County Law, **Thursday, January 6, 2022 at 2:00 p.m.**, at the County Office Building, Wampsville, New York is hereby fixed as the date, time and place of the meeting to organize the Board of Supervisors for the year 2022; with the Board commencing immediately following the Organization meeting for their first regular monthly meeting.

Dated: December 2, 2021

David R. Jones, Chairman

David R. Jones, Chairman
Administration and Oversight Committee