

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, December 15, 2022 @ 9:00 AM** **Chambers**

MINUTES

9:00 AM Call Meeting to Order

DRAFT

M. Cavanagh called the meeting to order at 10:00 a.m.

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

Committee Member absent: C. Moses

Others present: R. Aylward, E. Burns, S. Field, L. Randall, M. Scimone, T. Wayland-Smith, E. Zehr and William Zupan.

Approval of Minutes

- Minutes - December 1, 2022

Motion by Matt Roberts to approve Minutes from December 1, 2022. Second by Rex Vosburg. The motion was Passed.

Resolutions:

1. Resolution of Appreciation - Retiree Recognition

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

2. Authorizing the Chairman to Enter Into an Agreement with Park Strategies

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

3. Authorizing Attendance at an Out-of-State Conference (Emergency Management)
Motion by Rex Vosburg to approve the resolution. Second by Matt Roberts. The motion was Passed.
4. Amending the Madison County Contract Policy and Procedures
Motion by Rex Vosburg to approve the resolution. Second by Pete Walrod. The motion was Passed.
5. Authorizing the Chairman of the Board to Enter Into an Agreement (Madison County Deputy Sheriff's Police Benevolent Association)
Motion by Matt Roberts to approve the resolution. Second by Rex Vosburg. The motion was Passed.
6. Authorizing the Chairman of the Board to Enter Into an Agreement (CSEA Blue Collar Unit)
Motion by Matt Roberts to approve the resolution. Second by Pete Walrod. The motion was Passed.
7. Authorizing the Health Plan Administrator to Secure Stop Loss Coverage
Motion by Rex Vosburg to approve the resolution. Second by Pete Walrod. The motion was Passed.
8. Establishing the Salary for the Assigned Counsel Attorney
Motion by Pete Walrod to approve the resolution. Second by Rex Vosburg. The motion was Passed.
9. Establishing the Salaries of County Officers and Managerial Confidential Employees for 2023
Motion by Rex Vosburg to approve the resolution. Second by Matt Roberts. The motion was Passed.
10. Amending the Madison County Management Performance Appraisal Policy
Motion by Pete Walrod to approve the resolution. Second by Matt Roberts. The motion was Passed.
11. In Respect to the Death of Clifford A. Moses, Jr.
Motion by Mary Cavanagh to approve the resolution. Second by Pete Walrod. The motion was Passed.
12. Resolution Approving Settlement Agreement
Motion by Matt Roberts to approve the resolution. Second by Mary Cavanagh. The motion was Passed.

Other Committee Business

1. Management Performance Evaluations
2. MOTION TO ENTER EXECUTIVE SESSION

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

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

3. Labor Relations
4. Negotiations
5. 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. To Be Determined

Adjourn

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

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Government Operations Thursday, December 1, 2022 @ 1:00 AM Chambers

MINUTES

1:00 AM Call Meeting to Order

DRAFT

M. Cavanagh called the meeting to order at 12:00 p.m.

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

Committee Member absent: C. Moses

Others present: R. Aylward, E. Burns, M. During, C. Edick, S. Field, M. Scimone, T. Wayland-Smith and E. Zehr

Approval of Minutes

- Minutes - November 22, 2022

Motion by Rex Vosburg to approve Minutes from November 10, 2022. Second by Matt Roberts. The motion was Passed.

Resolutions:

1. Authorizing the Chairman of the Board to Enter Into an Agreement (Teamsters Union, Local 294)

Motion by Mary Cavanagh to approve the resolution. Second by Pete Walrod. The motion was Passed.

2. Authorizing the Modification of the 2022 Adopted County Budget (County Attorney)

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

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

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

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

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

Other Committee Business

1. MOTION TO ENTER EXECUTIVE SESSION

Motion by Rex Vosburg to Enter into Executive Session. Second by Pete Walrod. The motion was Passed.

Motion by Matt Roberts to Exit Executive Session. Second by Rex Vosburg. The motion was Passed.

2. Negotiations

3. 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:

To be determined

Adjourn

Motion by Matt Roberts to adjourn the meeting. Second by Rex Vosburg. 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 a certain County employees with an upcoming retirement is in order,

NOW, THEREFORE BE IT RESOLVED that the Madison County Board of Supervisors hereby recognizes the dedicated contributions of Brian Merz and Marc O'Hara upon their retirement.

Brian J. Merz

Marc C. O'Hara

Sheriff's Office

Public Health

1999 - 2022

2010 - 2022

Dated: December 15, 2022

Mary B. Cavanagh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

**AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT
WITH PARK STRATEGIES**

WHEREAS, Madison County is frequently impacted by New York State and Federal mandates through legislation, regulations and executive decisions; and

WHEREAS, Madison County is highly dependent on and impacted by budget actions at the State and Federal level; and

WHEREAS, the County is committed to assessing these impacts in a proactive way; and

WHEREAS, the County is not able to continuously monitor proposed legislation and measures affecting the County budget that may be considered by State and Federal officials or agencies; and

WHEREAS, the County currently has a contract with Park Strategies to provide legislative consulting services; and

WHEREAS, Park Strategies of New York, New York maintains offices and staff resources within Albany, NY and Washington, DC that are engaged, full-time, in monitoring legislative and regulatory matters being contemplated by legislative and executive agencies; and

WHEREAS, Park Strategies possesses special consultant expertise in analyzing the full impact of and addressing these legislative, budgetary and regulatory matters and addressing them in their formative stage; and

WHEREAS, after review, the Government Operations Committee recommends that the County enter into an agreement with Park Strategies to provide legislative consulting services;

NOW, THEREFORE, BE IT RESOLVED, that the Chairman of the Board of Supervisors be and hereby is authorized to enter into an agreement effective January 1, 2023 – December 31, 2023, at a fee not to exceed \$120,000 for the year, as evidenced in the form as is on file with the Clerk to the Board.

Dated: December 15, 2022

Mary Cavanagh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

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

WHEREAS, the National Association of Counties will hold its 2023 Legislative Conference February 11-14, 2023 in Washington, DC; and

WHEREAS, Dan Degear, Director of Emergency Management, being a member of the NACo Homeland Security Sub-Committee and the NACo Justice and Public Safety Steering Committee has requested to attend said conference; and

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

NOW, THEREFORE, BE IT RESOLVED, that Dan Degear be and hereby is authorized to attend the National Association of Counties Legislative Conference at a cost not to exceed \$2,289.37.

Dated: December 15, 2022

Mary B. Cavanagh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

AMENDING THE MADISON COUNTY CONTRACT POLICY AND PROCEDURES

WHEREAS, the County enters into hundreds of Agreements annually to provide goods and services to the County and its residents; and

WHEREAS, it is in the best interest for the County to adopt policies and procedures to guide the drafting, adoption and monitoring of all contracts contemplated or entered into by the County; and

WHEREAS, the current policy requires revisions and amendments to comply with procedural changes; and

WHEREAS, the Government Operations Committee has reviewed and approved these revisions to policy and procedure and recommends adoption by the Board of Supervisors;

NOW, THEREFORE BE IT RESOLVED, that the Madison County Board of Supervisors hereby adopts the Madison County Contract Policy and Procedures effective immediately.

Dated: December 15, 2022

Mary B. Cavanagh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

**AUTHORIZING THE CHAIRMAN OF THE BOARD TO
ENTER INTO AN AGREEMENT
(MADISON COUNTY DEPUTY SHERIFF'S
POLICE BENEVOLENT ASSOCIATION)**

WHEREAS, the Legislature of the State of New York enacted Article 14 of the Civil Service Law, which is known as the Taylor Law; and

WHEREAS, pursuant to Section 202 of the Civil Service Law, certain uniformed law enforcement employees in the Sheriff's Office are represented by the Madison County Deputy Sheriff's Police Benevolent Association; and

WHEREAS, the Board of Supervisors has recognized said employees' organization for the purpose of negotiating collectively in accordance with Section 204 of the Civil Service Law,

NOW, THEREFORE BE IT RESOLVED that the Chairman of the Board of Supervisors be and hereby is authorized and empowered to enter into and execute the negotiated agreement with the Madison County Deputy Sheriff's Police Benevolent Association for the period January 1, 2022 to December 31, 2024.

Dated: December 15, 2022

Mary B. Cavanagh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

**AUTHORIZING THE CHAIRMAN OF THE BOARD TO ENTER
INTO AN AGREEMENT (CSEA BLUE COLLAR UNIT)**

WHEREAS, the Legislature of the State of New York enacted Article 14 of the Civil Service Law, which is known as the Taylor Law, and

WHEREAS, pursuant to Section 202 of the Civil Service Law, employees in the Blue Collar Unit are represented by the Civil Service Employees Association, Inc.; and

WHEREAS, the Board of Supervisors has recognized said employee organization for the purpose of negotiating collectively in accordance with Section 204 of the Civil Service Law; and

WHEREAS, there is a current collective bargaining agreement by and between the County of Madison and the CSEA Blue Collar unit that is not due to expire until December 31, 2024; and

WHEREAS, the County chose to modify the agreement with the CSEA to include enhanced wages in an effort to ensure employee retention and recruitment efforts were bolstered, and

NOW, THEREFORE BE IT RESOLVED, that the Chairman of the Board of Supervisors be and hereby is authorized and empowered to enter into the negotiated agreement with the CSEA Blue Collar Unit for the period January 1, 2020 through December 31, 2024.

DATED: December 15, 2022

Mary B. Cavanagh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

**AUTHORIZING THE HEALTH PLAN ADMINISTRATOR
TO SECURE STOP LOSS COVERAGE**

WHEREAS, the County offers a self-insured medical plan with prescription drug coverage for its eligible employees and non-Medicare eligible retirees; and

WHEREAS, the County desires to continue its practice of purchasing specific stop loss insurance to minimize its exposure to volatility in claims experience; and

WHEREAS, Sun Life and Health Insurance Company (U.S.) (Sun Life) has provided stop loss coverage for the 2021 and 2022 plan year at a rate of \$29.13 per month for participants with single coverage and \$73.64 per month for participants with family coverage, for a deductible level of \$300,000; and

WHEREAS, Sun Life has provided a proposal for stop loss coverage for the 2023 plan year with no rate increase or plan modification; and

WHEREAS, Sun Life's proposal has been reviewed by OneGroup, the County's health benefits consultants; and

NOW, THEREFORE, BE IT RESOLVED that the Chairman of the Board and Health Plan Administrator be, and hereby are, authorized to execute such documents as deemed necessary to secure stop loss coverage from Sun Life and Health Insurance Company (U.S.) for the 2023 plan year.

Dated: December 15, 2022

Mary B. Cavanagh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

**ESTABLISHING THE 2023 SALARY FOR THE
ASSIGNED COUNSEL ATTORNEY**

WHEREAS, by Resolution No. 528 of 2022, the title of Assigned Counsel Attorney was created in the Office of Assigned Counsel, and

WHEREAS, the Assigned Counsel Administrator is requesting that a salary of up to \$96,578 be established for the Assigned Counsel Attorney position based on the evaluation of an applicant's training and experience;

WHEREAS, this request has been reviewed and approved by the Criminal Justice Committee and the Government Operations Committee;

NOW, THEREFORE BE IT RESOLVED that the Assigned Counsel Administrator be and hereby is authorized to fill the Assigned Counsel Attorney position at a 2023 salary not to exceed \$96,578.

Dated: December 15, 2022

Mary B. Cavanaugh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

**ESTABLISHING THE SALARIES OF COUNTY OFFICERS AND
MANAGERIAL/CONFIDENTIAL EMPLOYEES FOR 2023**

RESOLVED, that commencing January 1, 2023, a 7% increase shall be applied to the **Appendix B** Salary Schedule of the Management Salary Plan; and

BE IT FURTHER RESOLVED, that commencing January 1, 2023, the following salaries shall be paid to County officers and managerial/confidential employees in biweekly payments by the County Treasurer,

Corrections Lieutenant	\$79,072
Corrections Lieutenant	\$74,916

Dated: December 15, 2022

Mary B. Cavanagh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

**AMENDING THE MADISON COUNTY MANAGEMENT
PERFORMANCE APPRAISAL POLICY**

WHEREAS, the Madison County Board of Supervisors revised the Management Performance Appraisal Policy by Resolution No. 12 of 2014; and

WHEREAS, the Board of Supervisors desires to amend the language of the appraisal policy to incorporate a self-assessment evaluation tool; and

WHEREAS, the Government Operations Committee reviewed the modifications to the policy as are attached and recommends same for adoption by the Board of Supervisors.

NOW, THEREFORE BE IT RESOLVED that the Madison County Management Performance Appraisal Policy be and hereby is amended.

Dated: January 5, 2023

Mary B. Cavanagh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

**IN RESPECT TO THE DEATH OF
CLIFFORD A. MOSES, JR.**

WHEREAS, Clifford A. Moses, Jr. departed from this life on December 15, 2022; and

WHEREAS, Cliff was a Supervisor for the Town of Eaton from 2014 – 2022, serving as Board Vice Chairman from 2020 – 2022; and

WHEREAS, Cliff will long be remembered for his years of dedicated service to Madison County and his numerous contributions to our community,

NOW, THEREFORE BE IT RESOLVED that the Madison County Board of Supervisors hereby expresses our deepest sympathy to his family in their bereavement; and

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the family of Clifford A. Moses, Jr.

Dated: January 5, 2022

Mary B. Cavanagh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

RESOLUTION APPROVING SETTLEMENT AGREEMENT

WHEREAS, an employment dispute has arisen between the County of Madison and an employee; and

WHEREAS, the parties have chosen to enter into a settlement agreement in the interest of avoiding the expense, inconvenience, and uncertainty of further legal proceedings in connection with said dispute;

NOW, THEREFORE BE IT RESOLVED, that this Board of Supervisors has reviewed and hereby approves the aforesaid settlement agreement; and

BE IT FURTHER RESOLVED, that the Chairman of this Board of Supervisors be and hereby is authorized to execute said agreement on behalf of the County.

Dated: January 5, 2023

Mary B. Cavanagh, Chairwoman
Government Operations Committee