

Government Operations
Thursday, October 28, 2021 @ 10:00 AM
Supervisors Chambers

AGENDA

10:00 AM Call Meeting to Order

Approval of Minutes

- Minutes from - September 30, 2021

Resolutions:

1. Resolution of Appreciation - Retiree Recognition
2. Authorizing the Chairman to Enter into an Agreement with L.G. Boucher
3. Abolishing a Building Maintenance Worker Position and Creating a Motor Equipment Operator Position in the Department of Solid Waste
4. Creating an Office Assistant II Position for Assigned Counsel in the Office of the County Administrator
5. Creating Temporary Positions in the Department of Emergency Management Services and Amending the White Collar Non-Represented Policies and Procedures
6. Authorizing the Modification of the 2021 Adopted County Budget (4989 County EMS Program - ARPA)

Other Committee Business

1. Board of Elections - Cybersecurity
2. Health Insurance
3. MOTION TO ENTER EXECUTIVE SESSION
4. Litigation
5. Labor Relations
6. Personnel Matters

Preferred Agenda

Next Meeting:

1. To Be Determined

Adjourn

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 recognizes the dedicated contributions of David Reiss and Deborah Jasiewicz upon their retirement.

David C. Reiss
Deborah J. Jasiewicz

Building Maintenance
Probation

1995 - 2021
2003 - 2021

Dated: November 4, 2021

Mary B. Cavanagh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

**AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT
WITH L.G. BOUCHER**

WHEREAS, on January 1, 2014, Madison County changed insurance carriers from Trident to Houston Casualty; and

WHEREAS, that with Houston Casualty the County now has a Third Party Administrator of our claims; and

WHEREAS, L.G. Boucher has, among other things, investigated all tort claims made against the County; provided reports on claims to the County, vigorously pursued any subrogation and loss recoveries and made recommendations regarding payment/adjustment of claims or settlement of claims;

WHEREAS, L.G. Boucher will provide the services of the Third Party Claims at a cost of \$34,000 per year, to be paid at a rate of \$2,833.33 per month;

WHEREAS, the term of this contract will be from January 1, 2022 through December 31, 2022;

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 Madison County with L.G. Boucher, a copy of which is on file with the Clerk of the Board.

Dated: November 4, 2021

Mary B. Cavanagh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

**ABOLISHING A BUILDING MAINTENANCE WORKER POSITION AND CREATING A
MOTOR EQUIPMENT OPERATOR POSITION
IN THE SOLID WASTE DEPARTMENT**

WHEREAS, the Director of Solid Waste Management has evaluated staffing of the department and has determined the need for a change to the organizational structure; and

WHEREAS, the Director of Solid Waste Management desires to abolish a Building Maintenance Worker position and create a Motor Equipment Operator position; and

WHEREAS, this request has been reviewed and approved in accordance with the vacancy review procedure by the Solid Waste and Recycling and the Government Operations Committee,

NOW, THEREFORE BE IT RESOLVED that one (1) Building Maintenance Worker position be abolished effective immediately, and

BE IT FURTHER RESOLVED that one (1) Motor Equipment Operator be and hereby is created effective immediately, and

BE IT FURTHER RESOLVED that the Director of Solid Waste Management 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 Unit effective immediately.

DATED: November 4, 2021

Mary B. Cavanagh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

**CREATING AN OFFICE ASSISTANT II POSITION FOR ASSIGNED COUNSEL
IN THE OFFICE OF THE COUNTY ADMINISTRATOR**

WHEREAS, the County Administrator and the Assigned Counsel Administrator have reviewed the staffing structure for Assigned Counsel office; and

WHEREAS, it has been determined that an additional Office Assistant II position is needed in order to improve efficiencies; and

WHEREAS, this position is fully funded by New York State Indigent Legal Services; and

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

NOW, THEREFORE BE IT RESOLVED that one (1) full-time Office Assistant II position be and hereby is created in the Office of the County Administrator subject to the requirement that if funding is diminished or eliminated the position will be abolished,

BE IT FURTHER RESOLVED, the County Administrator be and hereby is authorized to fill said position in accordance with the Civil Service Law and Rule and Policy and Procedure effective immediately.

Dated: November 4, 2021

Mary B Cavanagh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

**CREATING TEMPORARY POSITIONS IN THE
DEPARTMENT OF EMERGENCY MANAGEMENT SERVICES AND AMENDING THE WHITE
COLLAR NON-REPRESENTED POLICIES AND PROCEDURES**

WHEREAS, Madison County has identified the need for greater availability of immediate advanced life support (ALS) care for its residents; and

WHEREAS, the Director of Emergency Management Services wishes to create temporary Paramedic and Emergency Medical Technician positions to provide ALS care; and

WHEREAS, this request has been 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,

WHEREAS, the Wage Rates and Fringe Benefits for Non-Represented Employees in White Collar Unit Job Titles Policy outlines the terms and conditions of employment for part-time employees in white collar unit titles (*working less than 50% of the normal work week*) and all temporary, seasonal or casual employees in white collar unit titles; and

WHEREAS, titles affected by this policy are included in the policy's Addendum; and

WHEREAS, the title of Paramedic must be added to said addendum; and

WHEREAS, the Government Operations Committee approved the change to the policy and recommends adoption by the Board of Supervisors;

NOW, THEREFORE BE IT RESOLVED, that the Madison County Board of Supervisors hereby adopts the Wage Rates and Fringe Benefits for Non-Represented Employees in White Collar Unit Job Titles Policy and Procedures as amended,

NOW, THEREFORE BE IT RESOLVED that temporary Paramedic and Emergency Medical Technician positions be and hereby are created in the Department of Emergency Management effective immediately; and

NOW, THEREFORE BE IT RESOLVED that the Director of Emergency Management Services be and hereby is authorized to fill temporary Paramedic positions at the 2021 hourly rate of \$22.45 in accordance with Civil Service Law and Rule and the contract between the County and the Civil Service Employees' Association, Inc. White Collar Unit effective immediately,

BE IT FURTHER RESOLVED that the Director of Emergency Management Services be and hereby is authorized to fill temporary Emergency Medical Technician positions at the 2021 hourly rate of \$19.43 in accordance with Civil Service Law and Rule and the contract between the County and the Civil Service Employees' Association, Inc. White Collar Unit effective immediately.

DATED: November 4, 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

4989 County EMS Program (ARPA)

Expense

	<u>From</u>	<u>To</u>
A498940 513000 Personal Services Part Time	\$-0-	\$164,736
A498940 524015 Equipment Expense	-0-	98,715
A498940 540122 Equipment Expense	-0-	5,000
A498940 540285 County EMS Program	350,000	669
A498940 540386 Technology Expense	-0-	10,000
A498940 541030 Training & Staff Development	-0-	10,000
A498940 545090 Medical Supplies	-0-	20,000
A498940 549300 Central Garage	-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	<u>-0-</u>	<u>990</u>
Control Totals	<u>\$350,000</u>	<u>\$350,000</u>

Dated: November 4, 2021

Paul Walrod, Chairman
Criminal Justice, Public Safety & Emergency
Communications Committee

Mary Cavanagh, Chairwoman
Government Operations Committee

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