

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

AGENDA

10:30 AM Call Meeting to Order

Approval of Minutes

- April 29, 2021 Minutes

Resolutions:

1. Resolution of Appreciation - Retiree Recognition
2. Authorizing the Chairman to Enter Into an Agreement with Spectrum Enterprise
3. Authorizing the Chairman to Enter Into an Agreement with Bonadio & Co LLP
4. Authorizing Chairman to Execute U.S. Department of the Treasury Coronavirus Local Fiscal Recovery Fund Application
5. Authorizing the Chairman to Enter Into an Agreement with Remedy Analytics
6. Rescinding the Visitors and Public Access to Madison County Office Buildings and Indoor Facilities Policy and Procedure
7. Adopting a Telework Policy and Procedures
8. Creating an Office Assistant I Position in the Public Health Department
9. Creating a Recovery Center Coordinator Position and Two Peer Specialist Positions in the Mental Health Department
10. Creating a Staff Social Worker Position in the Mental Health Department
11. Creating a Deputy Sheriff Lieutenant Position in the Sheriff's Office
12. Creating A Head Automotive Mechanic Position in the Department of Solid Waste Management

Other Committee Business

1. Motion to Enter Executive Session
2. Salary Matter
3. Personnel Matter
4. Litigation
5. Labor Relations

Preferred Agenda

Next Meeting:

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 recognize the dedicated contributions of Diane Crompton upon her retirement.

Diane E. Crompton

Social Services

1996 - 2021

Dated: June 8, 2021

Mary B. Cavanagh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

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

WHEREAS, internet and cable television is needed for the Children's Advocacy Center in Oneida; and

WHEREAS, Spectrum Enterprises can supply both of these services; and

WHEREAS, the costs for this project is \$203.95 a month plus a one-time \$99.00 installation fee; and

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

Dated: June 8, 2021

Mary B. Cavanagh, Chairwoman
Government Operations Committee



SERVICE ORDER

THIS SERVICE ORDER ("Service Order"), is executed and effective upon the date of the signature set forth in the signature block below ("Effective Date") and is by and between Charter Communications Operating, LLC on behalf of those operating subsidiaries providing the Service(s) hereunder ("Spectrum") and Customer (as shown below) and is governed by and subject to the Spectrum Enterprise Commercial Terms of Service posted to the Spectrum Enterprise website, <https://enterprise.spectrum.com/> (or successor url) or, if applicable, an existing services agreement mutually executed by the parties (each, as appropriate, a "Service Agreement"). Except as specifically modified herein, all other terms and conditions of the Service Agreement shall remain unamended and in full force and effect.

Spectrum Enterprise Contact Information	
Spectrum Enterprise 12405 Powerscourt Drive St. Louis, MO 63131	Contact: Tammy Crowe Telephone: 607-768-2035 Email: tammy.crowe@charter.com

Customer Information		
Customer Name Madison County - IT		Order # 12588995
Address 138 North Court St. Basement F Wampsville NY 13163		
Telephone (315) 366-2887		Email: paul.lutwak@madisoncounty.ny.gov
Contact Name PaulLutwak	Telephone (315) 366-2887	Email: paul.lutwak@madisoncounty.ny.gov
Billing Address 138 North Court St. Basement F Wampsville NY 13163		
Billing Contact Name Paul Lutwak	Telephone (315) 366-2887	Email: paul.lutwak@madisoncounty.ny.gov



NEW AND REVISED SERVICES AT 1064 Northside Shopping Ctr Unit coax, Oneida NY 13421				
Service Description	Contract Term	Quantity	Sales Price	Monthly Recurring Charges
Spectrum Business Tv	Month to Month	1	\$ 64.99	\$ 64.99
Spectrum Internet Ultra	Month to Month	1	\$ 114.99	\$ 114.99
Spectrum Receiver	Month to Month	3	\$ 7.99	\$ 23.97
TOTAL*				\$203.95

ONE TIME FEES AT 1064 Northside Shopping Ctr Unit coax, Oneida NY 13421			
Service Description	Quantity	Sales Price	Install One Time Charge
Installation	1		\$ 99.00
TOTAL*			\$99.00



1. **TOTAL FEES.** Total Monthly Recurring Charges and Total One-Time Charges are due in accordance with the monthly invoice.
2. **TAXES.** Prices for Services do not include taxes, surcharges, or other fees.
3. **NO UNTRUE STATEMENTS.** Customer represents and warrants to Spectrum that neither this Service Order, nor any other information, including without limitation, any schedules or drawings furnished to Spectrum contains any untrue or incorrect statement of material fact or omits or fails to state a material fact.
4. **SPECIAL TERMS.**

The Parties have caused their duly authorized representatives to execute this Service Order.

CUSTOMER SIGNATURE

Signature: _____

Printed Name: _____

Title: _____

Company: _____

Date: _____

RESOLUTION NO. _____

**AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT
WITH BONADIO & CO. LLP**

WHEREAS, Madison County is eligible to receive \$13,779,458 in Coronavirus Local Fiscal Recovery Funds from the U.S. Department of the Treasury under the American Rescue Plan Act of 2021; and

WHEREAS, there are stringent regulations relative to allowable expenditures, reporting requirements, subrecipient monitoring, and other aspects of compliance associated with these funds; and

WHEREAS, the County intends to comply with the U.S. Treasury regulations and mitigate the risk of having to return any of the funds to the federal government; and

WHEREAS, in response to the County's request for proposals, Bonadio & Co. LLP has offered a proposal to provide disaster recovery consulting services to assist the County with various components of the planning, evaluation, and compliance phases associated with the funds; and

WHEREAS, the fee for the engagement is an initial \$20,000 retainer, with hours incurred being billed at a rate of \$340 per hour; and

WHEREAS, it is anticipated that the County will be allowed to use the Coronavirus Local Fiscal Recovery Funds to pay the fees for these consulting services; and

WHEREAS, the term of the engagement will be from May 21, 2021 through December 31, 2024, with a possible extension through December 31, 2026.

NOW, THEREFORE, BE IT RESOLVED that the Chairman of the Board of Supervisors is hereby authorized to execute an agreement with Bonadio & Co. LLP, as is on file with the Clerk of the Board of Supervisors.

Dated: June 8, 2021

Mary Cavanagh, Chairwoman
Government Operations Committee

RESOLUTION NO. 21-_____

**AUTHORIZING CHAIRMAN TO EXECUTE U.S. DEPARTMENT OF THE TREASURY
CORONAVIRUS LOCAL FISCAL RECOVERY FUND APPLICATION**

WHEREAS, the American Rescue Plan Act of 2021 provides \$350 billion in emergency funding for eligible state, local, territorial and tribal governments; and

WHEREAS, Madison County is eligible to receive \$13,779,458 in Coronavirus Local Fiscal Recovery Funds from the U.S. Department of the Treasury; and

WHEREAS, the County is required to apply for these funds and adhere to the U.S. Department of the Treasury's award terms and conditions.

NOW, THEREFORE, BE IT RESOLVED that the Chairman of the Board of Supervisors is hereby authorized to execute the U.S. Department of the Treasury Coronavirus Local Fiscal Recovery Fund Award Terms and Conditions, as is on file with the Clerk of the Board of Supervisors; and

BE IT FURTHER RESOLVED that the Chairman of the Board of Supervisors is hereby authorized to execute any additional documents that may become necessary to apply for and receive the funds; and

BE IT FURTHER RESOLVED that the Madison County Treasurer is hereby authorized to accept the funds from the U.S. Department of the Treasury.

Dated: June 8, 2021

***Due to Coronavirus executive order no
Signature obtained at this time.***

Mary B. Cavanagh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

**AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT WITH
REMEDY ANALYTICS, INC.**

WHEREAS, the County offers prescription drug coverage to all full-time employees; and

WHEREAS, the cost of prescription drugs coverage continues to rise at an alarming rate;
and

WHEREAS, Remedy Analytics, Inc. can provide additional support to the County throughout an upcoming request for proposal process that will determine the County's next pharmacy benefit manager (PBM); and

WHEREAS, Remedy Analytics, Inc. will be paid 20% of the savings generated from the new PBM contract that will be in effect beginning on January 1, 2022; and

NOW, THEREFORE, BE IT RESOLVED, that the Chairman of the Board be, and hereby is, authorized to execute an agreement, as is on file with the Clerk to the Board, with Remedy Analytics, Inc. for consultant services for the period of June 8, 2021 through December 31, 2023, with the option to extend the agreement through December 31, 2024 if both parties wish to do so.

Dated: June 8, 2021

Mary Cavanagh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

**RESCINDING THE VISITORS AND PUBLIC ACCESS TO MADISON COUNTY
OFFICE BUILDINGS AND INDOOR FACILITIES POLICY AND PROCEDURE**

WHEREAS, the County desires to rescind the temporary policy established to comply with social distancing and health monitoring requirements in an effort to combat the COVID-19 pandemic; and

WHEREAS, by rescinding this policy the campus will no longer be on an appointment only basis; and

WHEREAS, the Government Operations Committee has reviewed and approved this policy and procedure;

NOW, THEREFORE BE IT RESOLVED, that the Madison County Board of Supervisors hereby rescinds the Visitors and Public Access to Madison County Office Buildings and Indoor Facilities effective June 21, 2021; and

BE IT FURTHER RESOLVED, the Madison County Board of Supervisors sets the County office hours from 8:00am - 4:00pm unless variations are required by law or department operational requirements.

DATED: June 8, 2021

Mary B. Cavanaugh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

**ADOPTING A COUNTY TELEWORK
POLICY AND PROCEDURES**

WHEREAS, the County adopted temporary measures that permitted employees to telework throughout the COVID-19 pandemic; and

WHEREAS, in certain circumstances, both employees and appointing authorities have found telework to be beneficial for work/life balance and productivity; and

WHEREAS, the County believes that telework will aid in recruitment and retention; and

WHEREAS, a policy is necessary to outline the rules and expectations with telework, and

WHEREAS, the Government Operations Committee has reviewed and approved this policy and procedures; and

NOW, THEREFORE BE IT RESOLVED, that the Madison County Board of Supervisors hereby adopts the Madison County Telework policy and procedures effective immediately.

DATED: June 8, 2021

Mary Cavanagh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

**CREATING AN OFFICE ASSISTANT I POSITION
IN THE PUBLIC HEALTH DEPARTMENT**

WHEREAS, the Public Health Director has evaluated the staffing structure of the department and has identified an increased need for program support based on enhanced regulation requirements regarding the Lead Poisoning and Prevention program and Covid-19 regulations; and

WHEREAS, in order to accomplish this the Public Health Director desires to create an Office Assistant I position; and

WHEREAS, the Personnel Officer certifies that Office Assistant I 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,

BE IT FURTHER RESOLVED that one (1) full-time Office Assistant I 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: June 8, 2021

Mary B. Cavanagh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

**CREATING A RECOVERY CENTER COORDINATOR POSITION AND TWO
PEER SPECIALIST POSITIONS
IN THE MENTAL HEALTH DEPARTMENT**

WHEREAS, the Madison County Mental Health Department is establishing a Peer Recovery Center where individuals can get support for their mental health needs; and

WHEREAS, the Director of Community Mental Health Services wishes to create one (1) Recovery Center Coordinator and two (2) Peer Specialist positions in order to provide the needed supports and services to individuals enrolled in the Center; and

WHEREAS, the Personnel Officer certifies that Recovery Center Coordinator and Peer Specialists are the appropriate classifications based on the description of duties submitted for these positions; and

WHEREAS, the salary and fringe benefits for the position are fully funded by State Aid from the Office of Mental Health; 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 full-time (1) Recovery Center Coordinator position be and hereby is created effective immediately and be allocated to Grade I of the White Collar Bargaining Agreement; and

BE IT FURTHER RESOLVED that two (2) full-time Peer Specialist positions be and hereby are created effective immediately and be allocated to Grade F of the White Collar Bargaining Agreement; and

BE IT FURTHER RESOLVED that the Director of Community Mental Health 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 contract between the County and the Civil Service Employees' Association, Inc. White Collar Unit effective immediately.

DATED: June 8, 2021

Mary B. Cavanagh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

**CREATING A STAFF SOCIAL WORKER POSITION
IN THE MENTAL HEALTH DEPARTMENT**

WHEREAS, the Mental Health Director has evaluated the staffing structure of the department and has determined that the demand for services justify an additional staff social worker position being added to the department in order to respond to patients needs in a timely manner; and

WHEREAS; access and quality of care for patients will be improved with the addition of this position; and

WHEREAS, the Personnel Officer certifies that Staff Social Worker 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 expected revenue generated by this position; 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,

BE IT FURTHER RESOLVED that one (1) full-time Staff Social Worker be and hereby is created effective immediately; and

BE IT FURTHER RESOLVED that the Mental 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 Civil Service Employees' Association, Inc. White Collar Unit, effective immediately.

DATED: June 8, 2021

Mary B. Cavanagh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

**CREATING A DEPUTY SHERIFF LIEUTENANT POSITION
IN THE SHERIFF'S OFFICE**

WHEREAS, the Madison County Sheriff has reviewed the organizational structure of the Office and has determined the need for an additional Deputy Sheriff Lieutenant position; and

WHEREAS, the Child Advocacy Center Director has retired; and

WHEREAS, the Sheriff has determined that the Child Advocacy Center will now be managed by a Deputy Sheriff Lieutenant; and

WHEREAS, an additional Deputy Sheriff Lieutenant position is necessary to effectively supervise the Criminal Investigations Division and other tasks as assigned; and

WHEREAS, the vacant Child Advocacy Center Director position will remain vacant as long as a Deputy Sheriff Lieutenant is overseeing the Child Advocacy Center; 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 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,

BE IT FURTHER RESOLVED that one (1) full-time Deputy Sheriff Lieutenant position be and hereby is created effective immediately; and

BE IT FURTHER RESOLVED that the Sheriff be and hereby is authorized to fill said vacancies at the 2021 hourly rate of \$37.18 in accordance with the Agreement between Madison County and the Deputy Sheriff's Police Benevolent Association, effective immediately.

DATED: June 8, 2021

Mary B. Cavanagh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

**CREATING A HEAD AUTOMOTIVE MECHANIC POSITION
IN THE DEPARTMENT OF SOLID WASTE MANAGEMENT**

WHEREAS, the Director of Solid Waste Management has evaluated the staffing structure of the department and has determined the need for a Head Automotive Mechanic position; and

WHEREAS, with the creation of this position, the Department of Solid Waste will have an additional mechanic (two total after the creation of this position) to manage the preventative maintenance and repair work associated with an inventory of over 18 pieces of heavy equipment, six heavy duty trucks, a dozen pick-up trucks, and numerous pieces of small engine equipment; 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 Committees,

NOW, THEREFORE BE IT RESOLVED that one (1) full-time Head Automotive Mechanic position 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. Blue Collar Unit effective immediately.

Dated: June 8, 2021

Mary B. Cavanagh, Chairwoman
Government Operations Committee