

ADMINISTRATION COMMITTEE
KENNEDY, OBERACKER, MARIETTA, MCCARTY, FRAZIER, MARTINI
May 13, 2020
10:30am

The meeting was streamed on Facebook Live and recorded.

The meeting did not begin until approximately 10:40am, as the Public Works Committee meeting was still in progress at 10:30am.

Please note the meeting attendance as follows:

Present in person at the Otsego County Office Building Board Chambers,
197 Main Street, Cooperstown, NY 13326:

Representative Kennedy
Representative Oberacker

Present remotely via video conference:

Board Chair Bliss
Representative Marietta
Representative McCarty
Representative Frazier
Representative Martini
Representative Wilber
Representative Lapin
Representative Oliver
County Attorney Ellen Cocomma
Treasurer Allen Ruffles
Penney Gentile, Personnel Officer
Department Heads (as listed)
Matt Ryan of Roemer, Wallens, Gold & Mineaux

**HIGHWAY—SUPERINTENDENT RICH BRIMMER and DEPUTY SUPERINTENDENT
JIM DENEKAMP via video conference**

Superintendent Brimmer requested approval to amend Resolution 128-20200304 Authorizing the Purchase of a John Deere 60G Excavator by the Planning and Solid Waste Department to authorize the Highway department to purchase same excavator, funding for the expenditure from the Highway department. Representative McCarty motioned to approve amending the Resolution. Seconded, Martini. Roll call vote. Total: 2,721. Ayes: 2,721. Motion carried.

DEPARTMENT OF HEALTH—HEIDI BOND via video conference

Heidi Bond, Public Health Director, requested approval to enter into three (3) year contract agreement with low bidders Durham Transportation and Birnie Bus for mandated pre-school transportation services. Representative Oberacker motioned to approve entering into contract with Durham Transportation and Birnie Bus for the transportation services. Seconded, Martini. Roll call vote. Total: 2,721. Ayes: 2,721. Motion carried.

BOARD OF ELECTIONS—COMMISSIONER LORI LEHENBAUER via video conference

Commissioner Lehenbauer requested approval to accept the NYS HAVA Cares Act grant in the amount of \$69,158.08. Representative McCarty motioned to approve accepting the grant. Seconded, Martini. Roll call vote. Total: 2,721. Ayes: 2,721. Motion carried.

911 COMMUNICATIONS—ROB O'BRIEN via phone conference

Rob O'Brien, Director of 911 Communications, requested approval to accept the lease proposal from Verizon and enter into contract, terms including but not limited to lease payments in the amount of \$2,000/month for five (5) years, with a 10% escalation clause, and the option to extend four (4) times. Representative Frazier motioned to accept the lease proposal and enter into contract. Seconded, McCarty. Roll call vote. Total: 2,721. Ayes: 2,721. Motion carried.

Rob O'Brien O'Brien requested approval to charge a fee for the application of E911 addresses:

- fee for the application of new E911 address: \$50
- fee for additional E911 addresses on site or for multiple E911 addresses per site: \$30

Representative Oberacker motioned to approve charging the fee for E911 addresses as presented. Seconded, Martini. Roll call vote. Total: 2,721. Ayes: 2,721. Motion carried.

Rob O'Brien and the Committee discussed the offer from Blackdot. Representative Martini motioned to withdraw the Resolution or formally rescind the acceptance of the lease buy-out offer from Blackdot.

Seconded, McCarty. Roll call vote. Total: 2,721. Ayes: 2,721. Motion carried.

PUBLIC DEFENDER—ATTORNEY MICHAEL TROSSET and REBEKAH TALBOT via video conference

Rebekah Talbot requested approval to enter into three (3) year contract agreement with the Legal Aid Society of New York, Inc. for the County's conflict defender program. Representative Oberacker motioned to approve entering into contract with the Legal Aid Society, Inc. Seconded, Frazier. Roll call vote. Total: 2,721. Ayes: 2,721. Motion carried.

DEPARTMENT OF SOCIAL SERVICES—COMMISSIONER EVE BOUBOULIS via video conference

Commissioner Bouboulis requested approval to amend the contract with Integrated Community Alternative Network (ICAN) and extend the contract term from June 1, 2020—November 30, 2020 in an amount not to exceed \$37,662.48 for one (1) Preventative Coordinator only. Representative Oberacker motioned approval to amend the contract with ICAN as presented. Seconded, Martini. Roll call vote. Total: 2,721. Ayes: 2,721. Motion carried.

Commissioner Bouboulis requested approval to extend the contract with S&T Security for the term July 1, 2020—November 30, 2020, not to exceed an additional \$55,000. Representative Oberacker motioned to approve extending the contract with S&T Security as presented. Seconded, Martini. Roll call vote. Total: 2,721. Ayes: 2,721. Motion carried.

The Committee and Commissioner Bouboulis briefly discussed the closure of the Department of Motor Vehicle Office in Oneonta, and the possible expansion of space available to the of Department of Social Services at the 242 Main Street location.

Commissioner Bouboulis and the Committee discussed Personnel. Commissioner Bouboulis requested approval of the following:

- Fill CASEWORK AIDE #3 Grade 5D \$25,815 - \$30,365 [910]
Federal: 62%/ State: 24% Local: 14%
- Fill SENIOR SOCIAL WELFARE EXAMINER #9 Grade 10E \$32,020 - \$37,770 [1,150] Federal: 50% / Local: 50%

- Fill SOCIAL WELFARE EXAMINER #1 Grade 8K \$29,353 - \$34,593 [1,048] Federal: 50% / State: 50% (This is a Medicaid position)
- Create, fund, fill PART-TIME PRINCIPAL SOCIAL WELFARE EXAMINER #1 Grade 14D \$21.4218 per hour (up to 25 hours per week) Federal: 50% / Local: 50%

Representative Oberacker motioned to approve the Personnel as listed, however contingent on approval of the Treasurer and further discussion in executive session. Seconded, McCarty. Roll call vote. Total: 2,721. Ayes: 2,721. Motion carried.

BUILDING SERVICES—REPRESENTATIVE OBERACKER on behalf of KIM FIRENZE

Representative Oberacker requested the following budget transfer on behalf of Kim Firenze, and as approved by the Public Works Committee:

- | | |
|------------------------------|---------|
| • Transfer from: 1620-548000 | \$1,500 |
| • Transfer to: 1620-545650 | \$1,500 |
| • Transfer from: 1623-548000 | \$800 |
| • Transfer to: 1623-545650 | \$800 |
| Total: | \$2,300 |

Representative Martini motioned to approve the budget transfer as presented. Seconded, Oberacker. Roll call vote. Total: 2,721. Ayes: 2,721. Motion carried.

SHERIFF—SHERIFF DEVLIN via phone conference

Sheriff Devlin requested approval to purchase ammunition in the amount of \$16,000 (state contract pricing). Representative Martini motioned to approve purchasing the ammunition. Seconded, Oberacker. Roll call vote. Total: 2,721. Ayes: 2,721. Motion carried.

Sheriff Devlin requested approval to purchase a Live-Scan Fingerprinting unit. Sheriff Devlin noted the unit is budgeted for and is also a part of the department's COVID-19 re-opening plan. Representative Oberacker motioned to approve the purchase. Seconded, Martini. Roll call vote. Total: 2,721. Ayes: 2,721. Motion carried.

Sheriff Devlin requested approval to purchase one (1) kiosk temperature scanner in the amount of \$2,575, less shipping.

Representative McCarty motioned to approve the purchase. Seconded, Martini. Roll call vote. Total: 2,721. Ayes: 2,721. Motion carried.

PLANNING—KAREN SULLIVAN via video conference

Karen Sullivan, Director of Planning, requested approval of a Resolution to enter into agreement with the County of Otsego Industrial Development Agency (IDA) as the sub-recipient for the reprogramming of ME 868133-19 for grant administration. Representative Martini motioned to approve entering into agreement with the IDA as presented. Seconded, McCarty. Roll call vote. Total: 2,721. Ayes: 2,721. Motion carried.

TREASURER—TREASURER ALLEN RUFFLES via video conference

Treasurer Allen Ruffles gave the following departmental updates, including but not limited to: the 2nd sales tax check of the year was down 33% from 2019, currently scheduled to find out about NYS budget cuts today (May 13, 2020). Treasurer Ruffles shared a sales tax analysis spreadsheet via screen sharing.

PERSONNEL—PENNEY GENTILE

Also Present: Attorney Cocco, and Matt Ryan of Roemer, Wallens, Gold & Mineaux

Representative Martini motioned to enter into executive session to discuss collective negotiations pursuant to Article 14 of the Civil Service Law; and to discuss the medical, financial, credit or employment history of a particular person or corporation, or the matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation; and invited non-Committee Board Representatives, Penney Gentile, Attorney Cocco, and Matt Ryan to remain present during the discussion at 12:13pm. Seconded, Oberacker. Roll call vote. Total: 2,721. Ayes: 2,721. Motion carried.

The executive session was held over phone conference bridge.

The Committee reconvened at 2:17pm.

Representative Marietta exited the meeting during the executive session.

Representative Oberacker motioned to change the step level for Deputy Sheriff Position #22 to step level 10, retroactive to April 5, 2020.

Seconded, Martini. Roll call vote. Total: 2,721. Ayes: 2,331. Absent: 390—Marietta. Motion carried.

HIGHWAY (cont'd)—ATTORNEY COCCOMA, on behalf of SUPERINTENDENT BRIMMER, via video conference

Attorney Coccoma, on behalf of Superintendent Brimmer, requested approval to enter into contract with the Town of Maryland for the Snow and Ice contract. Representative Oberacker motioned to approve entering into contract. Seconded, Frazier. Roll call vote. Total: 2,721. Ayes: 2,331. Absent: 390—Marietta. Motion carried.

**PERSONNEL (cont'd)—PENNEY GENTILE via video conference
Also Present: Attorney Coccoma**

Representative Oberacker motioned to direct County staff to proceed with a layoff plan to achieve \$1.5 million dollars in payroll savings, concentrating on current staff being paid but not able to work due to the COVID-19 outbreak, and also on non-mandated services; if a voluntary layoff agreement is reached, savings achieved by the voluntary agreement should be taken into consideration. Seconded, McCarty. Roll call vote. Total: 2,721. Ayes: 2,331. Absent: 390—Marietta. Motion carried.

There being no further business to discuss, the Committee scheduled their next meeting for Friday, May 15, 2020, at 9:00am. Under the current COVID-19 emergency/Executive orders, this committee meeting will not be physically open to the public at the County Office Building. The meeting will be streamed via Facebook Live and recorded.