

ADMINISTRATION COMMITTEE
KENNEDY, OBERACKER, MARIETTA, MCCARTY, FRAZIER, MARTINI
May 27, 2020
10:00 a.m.

Under the current COVID-19 emergency/Executive orders, this committee meeting was not physically open to the public at the County Office Building. The meeting was streamed via facebookLIVE.

Members: Representative Kennedy- present, in Board Chambers
Representative Oberacker- present, via zoom
Representative Marietta-present, via zoom
Representative McCarty-present, via zoom
Representative Frazier-absent
Representative Martini-present, via zoom

Others present: Board Chair Bliss- in Board Chambers, County Attorney Ellen Coccoma and County Treasurer Allen Ruffles via zoom.

Representative Kennedy requested approval of a proclamation to declare June as Dairy month. Representative Martini moved for approval. Seconded, McCarty. Total: 2,721. Ayes: 2,282; Absent: 439- Frazier. Motion carried.

OFFICE OF EMPLOYMENT AND TRAINING- PENNY SEEGER via zoom

Penny Seeger requested approval to fill, not to exceed five (5) summer counselor, vacant funded positions for the summer TANF program so the positions can be advertised but individuals will not be hired until funding is released by the state. Representative Oberacker moved approval to fill, not to exceed five (5) summer counselor, vacant funded positions for the summer TANF program contingent on funds being allocated and distributed by New York State. Seconded, Martini. Total: 2,721. Ayes: 2,282; Absent: 439- Frazier. Motion carried.

COUNTYWIDE SPENDING FREEZE- ALLEN RUFFLES AND ELLEN COCCOMA via zoom

Allen Ruffles discussed various options, but was not limited to the below, as related to a countywide spending freeze:

- austerity budgeting
- set dollar thresholds
- temporary freeze thru December 31, 2020

Ellen Coccoma added that the spending freeze should be streamlined, but could have specific exclusions such as postage. Mrs. Coccoma added that

the board would have to formalize such spending freeze via resolution. Mrs. Coccoma suggested that specific aggregate thresholds and guidelines be established.

Representative McCarty asked that in a case of an emergency, could a committee vote via email. Mrs. Coccoma stated that the county has an emergency clause in the purchasing policy, which can only be used when a true emergency exists.

Board Chair Bliss arrived in the Board Chambers and Representative Basile entered via zoom during the above discussion.

After further discussion, Representative McCarty moved for the following in connection with a spending freeze through December 31, 2020:

\$1-\$999: Purchase can be made at the discretion of the Department head.
\$1,000-\$9,999: Purchase needs to be approved by the departments' respective parent committee at a monthly committee meeting and by the County Treasurer. If a department has an unexpected purchase that needs expediting before the next regular monthly committee meeting, then the respective parent committee can approve such purchase via email, by a majority weighted vote of such committee

\$10,000 or greater: Purchase follows the current purchasing policy.
Seconded, Martini. Total: 2,721. Ayes: 2,282; Absent: 439- Frazier. Motion carried.

TREASURER- ALLEN RUFFLES via zoom

Allen Ruffles proposed extending the dates regarding the real property tax repurchase agreement in connection with 2018 In Rem Tax foreclosure proceedings as follows:

-Extend the deadline to pay all taxes due on said properties plus interest and penalties as of August 31, 2020 without additional penalties in response to the COVID-19 outbreak resulting in the auction being moved to October 2020.

-Allow property owners an additional month, until 3 p.m. on September 30, 2020 to redeem their properties upon payment of 2017, 2018 and 2019 taxes plus interest and penalties as of the date of payment plus an additional penalty of 15% of the total amount of taxes, penalties and interest owed, noting that payment of 2020 taxes is also required at that time.

Representative Oberacker moved approval of the foregoing proposal.
Seconded, McCarty. Total: 2,721. Ayes: 2,282; Absent: 439-Frazier. Motion carried.

BUDGET

Representative Kennedy stated that resolution 200-reduction of contracts with outside agencies was withdrawn and deferred back to the Administration committee for further discussion. The committee discussed various agencies listed on the resolution and their related funding as budgeted, which included but was not limited to:

- what services or assistance does the agency provide
- if funding is reduced, how will that impact them or the services that they provide
- equal percentage funding reduction for all listed or not
- what agency funding will help with restarting the economy
- agencies that have received NYS funding in the past are uncertain if they will receive their anticipated NYS funding
- if an event is cancelled, will county funding still be released

After further discussion, Representative Martini moved to reduce the 2020 funding for the following outside agencies:

<u>Account and Name</u>	<u>Budgeted amount</u>	<u>Reduce budgeted amount by</u>
6410-4860 - Events	\$ 50,000.00	\$ 40,000.00
8730-4680 - Soil and Water	\$ 173,250.00	\$ 25,987.50
8751-4680 - Cornell	\$ 199,980.00	\$ 29,997.00
6420-4680 - IDA	\$ 75,000.00	\$ 11,250.00
8754-4680 - County Fair	\$ 7,000.00	\$ 1,050.00
8755-4680 - Otsego Chamber	\$ 7,000.00	\$ 1,050.00
6410-4825 - Coop. Kiosk	\$ 4,000.00	\$ 600.00
8666-4680 - Land Bank	\$ 1,000.00	\$ 150.00
7415-4680 - Library	\$ 7,000.00	\$ 1,050.00
6410-4900 - DMCOG	\$ 601,982.00	\$ 90,297.30

Seconded, Oberacker. Total: 2,721. Ayes: 1,907; Noes: 375- McCarty; Absent: 439-Frazier. Motion carried.

POLICY

Representative Kennedy asked the committee if they wanted to discuss the proposed zoom policy today. Ellen Cocomma stated that she would resend the policy again for further review. It was decided that the policy would be discussed at a future meeting.

OTHER

Representative McCarty asked Allen Ruffles if he had an update on the county's fiscal status and state funding. Treasurer Ruffles stated that he had no update on state funding and the county's spending is still high. Representative Marietta requested that Treasurer Ruffles give the full board a fiscal update at the June board meeting.

Ellen Coccoma stated that the state legislature is back in session and she and Allen Ruffles are trying to stay on top of the state bills being discussed at the state level and how they would potentially affect the county.

Representative Martini asked the Ellen Coccoma hypothetically, could a county really file bankruptcy. Ellen Coccoma stated that she would research that question.

There being no further business to discuss, the committee adjourned.