

ADMINISTRATION COMMITTEE
KENNEDY, MARIETTA, MCCARTY, FRAZIER, MARTINI
November 19, 2020
9:00 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
Vacant- District 6 Representative
Representative Marietta-present, via zoom
Representative McCarty-present, via zoom
Representative Frazier-present, via zoom
Representative Martini-present, via zoom

Also present: County Attorney Ellen Coccoma via zoom, Personnel Officer Penney Gentile via zoom, County Treasurer Allen Ruffles via zoom, Board Chair Bliss in Board Chambers, Representative Basile via zoom, Representative Lapin via zoom, Representative Oliver via zoom, Representative Farwell via zoom

PUBLIC DEFENDER- REBEKAH TELFER via zoom

Rebekah Telfer requested approval to contract with the Rural Law Center of New York to continue to provide appellate representation for the period 1/1/21-12/31/21 at a cost of \$40,000, reimbursable through ILS grant distribution #7. Representative Martini moved for approval. Seconded, McCarty. Total: 2,721. Ayes: 1,748; Absent: 439-Frazier; Vacant: 534- District 6. Motion carried.

SOIL AND WATER- JORDAN CLEMENTS via zoom

Jordan Clements informed the committee that Soil and Water is interested in extending the 3 year Forestry contract. Mr. Clements also stated that the annual contract with the district needs to be renewed as well. Mr. Clements added that he will bring the Forestry contract and the annual agreement to the committee next month.

UNALLOCATED INSURANCE- MIKE HUTCHERSON from ROSE AND KIERNAN via zoom

Mike Hutcherson presented final 2021 insurance premium projections, noting that Chubb will replace the Hartford for Property & Inland Marine noting that the deductible will increase to \$10,000 vs. the current deductible with Hartford of \$2,500. Mr. Hutcherson explained that the Healthcare professional

insurance liability in the past had a \$0 deductible and if the county increased that deductible to \$25,000 or \$50,000, then the premium would decrease by \$10,000 to \$14,000 respectively. Mr. Hutcherson informed the committee that the county potentially could receive an operation profit return from NYMIR of \$73,000 in 2021 but requires legislative action. Representative Martini moved to accept the 2021 insurance premiums as presented, including reducing the Healthcare professional liability premium as a result of the deductible increasing from \$0 to \$25,000 and the Property & Inland Marine deductible change to \$10,000. Seconded, McCarty. Total: 3,126. Ayes: 2,153-Kennedy, Marietta, McCarty, Martini, Bliss; Absent: 439-Frazier; Vacant: 534- District 6. Motion carried.

HIGHWAY- RICH BRIMMER via zoom

Rich Brimmer requested approval of the 2020-2023 Snow and Ice contracts with the towns of Cherry Valley, Plainfield, Exeter and Decatur. Representative McCarty moved for approval. Seconded, Martini. Total: 2,721. Ayes: 1,748; Absent: 439-Frazier; Vacant: 534- District 6. Motion carried.

Ellen Coccoma stated that regarding Snow and Ice contracts, they are trying to encourage all towns to sign on and asked if each Board member could reach out to their respective town(s). Mrs. Coccoma stated that she will send the list out to the Board as well as send out the packet of information that was sent out to all of the towns.

Rich Brimmer requested approval of the following budget modifications:

Increase rev. DM2665 by \$6,000
Increase DM5130.4562 Maint. & Repairs by \$6,000

Increase DM2665 by \$10,000
Increase DM5130.4540 Parts by \$10,000

Representative Martini moved approval of both budget modifications. Seconded, McCarty. Total: 2,721. Ayes: 1,748; Absent: 439-Frazier; Vacant: 534- District 6. Motion carried.

OFFICE FOR THE AGING- TAMIE REED via zoom

Tamie Reed requested approval to contract with Otsego Rural Housing for ramp installation and home repair not to exceed \$20,314. Representative Martini moved for approval. Seconded, McCarty. Total: 2,721. Ayes: 1,748; Absent: 439-Frazier; Vacant: 534- District 6. Motion carried.

REAL PROPERTY TAX SERVICE- HANK SCHECHER in board chambers

Hank Schecher requested approval to pay the annual RPS V4 invoice at a cost of \$26,100. Representative Martini moved approval. Seconded, McCarty. Total: 2,721. Ayes: 1,748; Absent: 439-Frazier; Vacant: 534- District 6. Motion carried.

SOLID WASTE/PLANNING- ERIK SCRIVENER via zoom

Erik Scrivener requested approval to create a Part time Transfer Station Attendant and abolish the two (2) temporary Part time Transfer Station Attendant positions which end in December. Representative McCarty moved for approval. Seconded, Martini. Total: 2,721. Ayes: 1,748; Absent: 439-Frazier; Vacant: 534- District 6. Motion carried.

Erik Scrivener requested approval to extend the electronic recycling contract with Evolution Recycling for 2021, noting it would be at the same rate structure as 2020. Representative Martini moved for approval. Seconded, McCarty. Total: 2,721. Ayes: 1,748; Absent: 439-Frazier; Vacant: 534- District 6. Motion carried.

GREATER MOHAWK VALLEY LAND BANK- TOLGA MORAWSKI- via zoom

Tolga Morawski stated that they received a delinquent tax bill for \$498 for the property located at 177 Main Street, Richfield Springs, which the Village of Richfield identified as a problem property and was transferred to the Land Bank by the owner in 2019. Mr. Morawski stated that the Land Bank tore down the structure which cost approximately \$35,000 and they have an interested buyer. Mr. Morawski asked if the county would forgive the approx. \$498 past delinquent taxes due, noting that the delinquent taxes were due prior to the Land Bank acquiring the building. Allen Ruffles explained the process and recommended that in the future when the owner transfers a property to the Land Bank that at the closing the taxes due are paid or are put as uncollectible and the County is informed of such. Representative Martini moved to waive the delinquent taxes due in the amount of \$401 plus penalties and fees for the 177 Main Street, Richfield Springs property. Seconded, McCarty. Total: 2,721. Ayes: 1,748; Absent: 439-Frazier; Vacant: 534- District 6. Motion carried.

SOCIAL SERVICES- EVE BOUBOULIS and LISA GRAMPP via zoom

Eve Bouboulis requested approval of the following contracts:

1. Renew contract with Dr. Silverman for psychological evaluation services, nte \$32,400 for the term 1/1/21-12/31/21
2. Renew contract with Delaware Opportunities for Big Buddies mentoring program, nte \$20,000 for the term 1/1/21-12/31/21

3. Renew contract with Opportunities for Otsego for Building Healthy Families program, nte \$35,000 for the term 1/1/21-12/31/21
4. Renew contracts with area school districts for in-house caseworkers for the term 1/1/21-12/31/21
5. Renew contract with Community Maternity Services for intensive in-home parent education, nte \$58,800 for the term 1/1/21-12/31/21

Representative Martini moved for approval. Seconded, McCarty. Total: 2,721. Ayes: 1,748; Absent: 439-Frazier; Vacant: 534- District 6. Motion carried.

Eve Bouboulis requested approval to renew contract with S&T Security for the term 1/6/21-12/31/23, not to annually exceed the NYS prevailing wage rates for unarmed security guard(s) at the 242 Main Street, Oneonta building and the Meadows building. Representative McCarty moved for approval. Seconded, Martini. Total: 2,721. Ayes: 1,748; Absent: 439-Frazier; Vacant: 534- District 6. Motion carried.

Eve Bouboulis requested approval for the following budget transfer:

Transfer from A6109.547300 Family Assistance \$400,000
Transfer to A6119.547300 Foster Care \$400,000

Representative Martini moved for approval. Seconded, McCarty. Total: 2,721. Ayes: 1,748; Absent: 439-Frazier; Vacant: 534- District 6. Motion carried.

Eve Bouboulis requested approval to fill a vacant funded Caseworker #7 position, a vacant funded Caseworker #9 position and a vacant funded Social Welfare Examiner #28 position. Representative Martini moved for approval. Seconded, McCarty. Total: 2,721. Ayes: 1,748; Absent: 439-Frazier; Vacant: 534- District 6. Motion carried.

TREASURER- ALLEN RUFFLES via zoom

Allen Ruffles requested approval for the following budget transfer:

Transfer from Sales Tax Contracts A1985.549000 \$200,000
Transfer to Community Colleges A2490.548000 \$200,000

Representative Martini moved for approval. Seconded, Marietta. Total: 2,721. Ayes: 1,748; Absent: 439-Frazier; Vacant: 534- District 6. Motion carried.

Allen Ruffles requested approval for the following budget transfer:

Transfer from Sales Tax Contracts A1985.549000 \$10,000
Transfer to A1362.548000 Advertising \$10,000

Representative McCarty moved for approval. Seconded, Martini. Total: 2,721. Ayes: 1,748; Absent: 439-Frazier; Vacant: 534- District 6. Motion carried.

Allen Ruffles presented the following budget transfers for the Sheriff's Office:

1. Transfer from A3110.541000 Sheriff telephone \$10,000
Transfer to A3150.545250 Jail food \$10,000
2. Transfer from A1985.549000 Sales Tax contracts \$50,000
Transfer to A3150.548960 Inmate boarding \$50,000
3. Transfer from A3150.520000 Jail equipment \$6,000
Transfer to A3110.545150 Sheriff vehicle repairs \$6,000
4. Transfer from A3150.540500 Jail training \$7,250
Transfer to A3110.54515 Sheriff vehicle repairs \$7,250
5. Transfer from A3110.540500 Sheriff training \$6,375
Transfer to A3110.545150 Sheriff vehicle repairs \$6,375
6. Transfer from A3150.520000 Jail equipment \$20,000
Transfer to A3150.54895 Jail medical \$20,000
7. Transfer from A3150.548000 Jail other \$5,000
Transfer to A3150.548950 Jail medical \$5,000
8. Transfer from A1985.5490000 Sales Tax contracts \$13,968
Transfer to A3110.546250 vehicle lease \$13,968
9. Transfer from A1985.549000 Sales Tax contracts \$2,634
Transfer to A3150.546250 vehicle lease \$2,634

The committee postponed discussion of the above budget transfers until later in the meeting.

COMMUNITY SERVICES- SUSAN MATT via zoom

Susan Matt requested approval of the following budget modification:

Increase rev. 4490 System of Care grant by \$110,000
Increase A4322.546940 Family resource network by \$110,000

Representative McCarty moved for approval. Seconded, Martini. Total: 2,721. Ayes: 1,748; Absent: 439-Frazier; Vacant: 534- District 6. Motion carried.

Susan Matt requested approval of the following contracts for the period of 1/1/21-12/31/21:

1. Samuel Press for the provision of psychiatric services, up to 700 hours at \$160/hour, nte \$112,000
2. Jean Van Kingsley for the provision of psychiatric nurse practitioner services, up to 500 hours at \$90/hour, nte \$45,000
3. Kate Bolger for the provision of psychiatric nurse practitioner services, up to 1536 hours at \$95/hour, nte \$145,920
4. Bassett Hospital for the provision of addiction medicine services up to 200 hours at \$350/hour, nte \$70,000

Representative Martini moved approval of the four (4) contracts listed above. Seconded, McCarty. Total: 2,721. Ayes: 1,748; Absent: 439-Frazier; Vacant: 534-District 6. Motion carried.

Susan Matt requested approval to contract with LEAF for school based prevention and community education for the period 1/1/21-12/31/21, nte the state aid funds and include no county cost. Representative Martini moved for approval. Seconded, McCarty. Total: 2,721. Ayes: 1,748; Absent: 439-Frazier; Vacant: 534- District 6. Motion carried.

PERSONNEL- PENNEY GENTILE AND KIM FIRENZE via zoom

Penney Gentile requested approval create, fund and fill a Full Time TE Cleaner position up to 90 days to fill in for a Cleaner who is out. Representative McCarty moved for approval. Seconded, Martini. Total 2,721. Ayes: 1,748; Absent: 439-Frazier; Vacant: 534- District 6. Motion carried.

Penney Gentile requested the reappointment of Art Klingler as the Emergency Services Coordinator for a 2 year term from 1/1/21-12/31/22. Representative McCarty moved for approval. Seconded, Martini. Total: 2,721. Ayes: 1,748; Absent: 439-Frazier; Vacant: 534- District 6. Motion carried.

Penney Gentile requested the reappointment of Lori Lehenbauer as the Commissioner of Elections (Rep) for a 2 year term from 1/1/21-12/31/22. Representative McCarty moved for approval. Seconded, Martini. Total: 2,721. Ayes: 1,748; Absent: 439-Frazier; Vacant: 534- District 6. Motion carried.

Penney Gentile requested approval to establish salaries for Managerial/Confidential employees and elected officials for 2021. Ms. Gentile noted that the tentative budget includes raises for M/C but not for the elected, adding that the County Clerk, County Treasurer and the Sheriff should be included in the raises. Representative Martini moved to support the M/C salary increases, excluding electeds as outlined in the budget. Seconded, McCarty. Total: 2,721. Ayes: 1,748; Absent: 439-Frazier; Vacant: 534- District 6. Motion carried.

Representative Martini moved approval of salary increases for the County Clerk, County Treasurer and the Sheriff. Seconded, Kennedy. Total: 2,721. Ayes: 1,373. Noes: 375- McCarty; Absent: 439- Frazier; Vacant: 534-District 6. Motion carried.

Ellen Coccoma explained that a Local Law is required to reflect approved increases, to change the salaries for those appointed and elected officials who are mid-term in their appointment or election. Representative Martini moved approval of the Local Law to establish M/C and Elected official salaries for 2021 for those that are mid-term in their appointments or election as presented. Seconded, Kennedy. Total: 2,721. Ayes: 1,373. Noes: 375- McCarty; Absent: 439- Frazier; Vacant: 534-District 6. Motion carried.

Penney Gentile gave the committee an update on the GML 207C, noting a minor injury occurred within the last month and that there was no time lost and there were no medical bills.

Penney Gentile requested approval to fill the Director of Building Services position and un-fund the Assistant Director of Building Services position. Representative McCarty moved for approval. Seconded, Martini. Total: 2,721. Ayes: 1,748; Absent: 439-Frazier; Vacant: 534- District 6. Motion carried.

Penney Gentile explained that it was her understanding that the Director of Veterans was discussed in IGA hiring on a full time basis. Representative Kennedy added that this was discussed but has not been approval by IGA. Ms. Gentile added that she will bring the Director of Planning position as well.

The committee took a 5 minute break.

BOARD OF REPRESENTATIVES- CAROL MCGOVERN in Board Chambers

Carol McGovern requested approval of the following budget transfer:

Transfer from BOR 1010.540050 mileage \$2,000
Transfer to BOR 1010.549000 contracts \$2,000

Representative McCarty moved for approval. Seconded, Martini. Total: 2,721. Ayes: 1,748; Absent: 439-Frazier; Vacant: 534- District 6. Motion carried.

Carol McGovern requested approval to accept the Mortgage Tax report as presented. Representative Martini moved for approval. Seconded, McCarty. Total: 2,721. Ayes: 1,748; Absent: 439-Frazier; Vacant: 534- District 6. Motion carried.

Representative Frazier joined the meeting via zoom.

TREASURER CON'T- ALLEN RUFFLES via zoom

Allen Ruffles continued discussion concerning the budget transfers for the Sheriff's Office from earlier in the meeting. After further discussion, the committee did not take action on the budget transfer related to Jail food. Representative Martini moved approval of the budget transfers as follows:

Transfer from A1985.549000 Sales Tax contracts \$50,000
Transfer to A3150.548960 Inmate boarding \$50,000

Transfer from A3150.520000 Jail equipment \$6,000
Transfer to A3110.545150 Sheriff vehicle repairs \$6,000

Transfer from A3150.540500 Jail training \$7,250
Transfer to A3110.54515 Sheriff vehicle repairs \$7,250

Transfer from A3110.540500 Sheriff training \$6,375
Transfer to A3110.545150 Sheriff vehicle repairs \$6,375

Transfer from A3150.520000 Jail equipment \$20,000
Transfer to A3150.54895 Jail medical \$20,000

Transfer from A3150.548000 Jail other \$5,000
Transfer to A3150.548950 Jail medical \$5,000

Transfer from A1985.5490000 Sales Tax contracts \$13,968
Transfer to A3110.546250 vehicle lease \$13,968

Transfer from A1985.549000 Sales Tax contracts \$2,634
Transfer to A3150.546250 vehicle lease \$2,634

Seconded, Marietta. Total: 2,721. Ayes: 2,187; Vacant: 534-District 6. Motion carried.

SHERIFF

Representative Kennedy presented a request from the Sheriff to hire a Corrections Nurse above base level at Step 5 at \$67,137.

Representative Marietta left the meeting.

Representative Martini moved for approval. Seconded, McCarty. Total: 2,721. Ayes: 1,797; Absent: 390- Marietta; Vacant: 534-District 6. Motion carried.

COUNTY ATTORNEY- ELLEN COCCOMA via zoom

Ellen Coccoma requested approval to renew the contract with Roemer, Wallens, Gold and Mineaux, for labor services, for one year at the 2020 rate. Representative Martini moved for approval. Seconded, Frazier. Total: 2,721. Ayes: 1,797; Absent: 390-Marietta; Vacant: 534- District 6. Motion carried.

INFORMATION TECHNOLOGIES- BRIAN POKORNY via zoom

Brian Pokorny requested approval for the following budget transfers:

Transfer from A1985.549000 to A1680.520020 \$24,125

Transfer from A1680.540500 to A1680.545600 \$100

Transfer from A1680.540500 to A1680.546400 \$3,000

Transfer from A1680.549000 to A1680.546400 \$2,000

Transfer from A1670.51000 to A1670.546250 \$360

Representative Frazier moved for approval. Seconded, Martini. Total: 2,721. Ayes: 1,797; Absent: 390-Marietta; Vacant: 534- District 6. Motion carried.

Brian Pokorny requested approval to purchase twenty five (25) laptops for DSS, nte \$725 each (Total: \$18,125). Representative McCarty moved for approval. Seconded, Martini. Total: 2,721. Ayes: 1,797; Absent: 390-Marietta; Vacant: 534- District 6. Motion carried.

Brian Pokorny requested approval to purchase networking equipment for 242 Main Street, Oneonta for the new DSS offices, nte \$6,000. Representative Martini moved for approval. Seconded, Frazier. Total: 2,721. Ayes: 1,797; Absent: 390-Marietta; Vacant: 534- District 6. Motion carried.

Brian Pokorny informed the committee that he continues to work on the phone system upgrade project and briefly reviewed a phone annual expense comparison. Mr. Pokorny asked for reconsideration of funding being placed back into the 2021 budget for the phone system upgrade project because of the risk of potential failure to the existing phone system.

BOARD OF REPRESENTATIVES

Representative Kennedy stated that Representative Oberacker has tendered his resignation and that in accordance with the Board's Rules of Order that the vacancy may be filled within 30 days of such vacancy. Representative Kennedy stated that she has received a recommendation from the District 6 Republican Committee to appoint Jennifer Mickle to the District 6 vacancy.

Representative Frazier moved for an executive session to discuss the appointment of a particular person. Seconded, McCarty. Total: 2,721. Ayes: 1,797; Absent: 390-Marietta; Vacant: 534- District 6. Motion carried.

The committee took a 5 minute break to allow time for a ruling from the County Attorney on the executive session.

The committee came out of executive session. Representative Marietta arrived via zoom during the executive session and Representative Martini left during the executive session.

Representative McCarty moved to nominate Jennifer Mickle to the District 6 vacancy. Seconded, Frazier. Total: 2,721. Ayes: 1,441; Noes: 390- Marietta; Absent: 356- Martini; Vacant: 534-District 6. Motion carried.

TREASURER CON'T- ALLEN RUFFLES via zoom

Allen Ruffles informed the committee that he has had preliminary discussions with Chase concerning the possibility of outsourcing A/P check printing/vendor payment which would create efficiencies.

Board Chair Bliss left the meeting.

Allen Ruffles stated that he reached out to Chase for financing options regarding the Trane/Energy Performance contract, noting that Chase is not interested in financing this performance contract and that the quoted interest rate is high. Treasurer Ruffles added that it was suggested to maybe separate out the roof top units from the performance contract and finance them separately to get a better rate.

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