

**ADMINISTRATION COMMITTEE**  
**KENNEDY, OBERACKER, FRAZIER, KOUTNIK, STAMMEL, McCARTY**  
**March 21, 2018**

Also Present: Board Chair Bliss, Andrew Crisman

**BOARD OF REPRESENTATIVES –CAROL McGOVERN**

Carol McGovern requested approval for resolution to confirm authorization of home rule request as related to mortgage tax-reference bills S5364A and A7209A. Representative McCarty moved for approval. Seconded, Oberacker. Total: 2,846; Ayes: 2,323; Absent: 523 –Stammel. Motion carried.

**OFA –TAMIE MacDONALD**

Tamie MacDonald requested approval to contract with six different agencies for In-Home Services (EISEP & CSE) for the period of 4/1/18-3/31/19 including Robynwood Home for Adults, US Care Systems, Inc, VNA of Albany, At Home Care, Resource Center for Independent Living and Plan It Staffing in the amount of \$249,558 to be shared between all agencies, on a performance basis. Representative Oberacker moved for approval. Seconded, Frazier. Total: 2,846; Ayes: 2,323; Absent: 523 –Stammel. Motion carried.

**TREASURER –ANDREW CRISMAN**

Andrew Crisman requested the following budget transfers on behalf of Board of Elections:

Transfer from	1450-4500A	M&S	\$900
Transfer to	1450-4515A	Vehicle Repairs	\$900

Representative Oberacker moved for approval. Seconded, Koutnik. Total: 2,846; Ayes: 2,323; Absent: 523 –Stammel. Motion carried.

Transfer from	1450-4500A	M&S	\$1100
Transfer to	1450-4050A	Training	\$1100

Representative Koutnik moved for approval. Seconded, Oberacker. Total: 2,846; Ayes: 2,323; Absent: 523 –Stammel. Motion carried.

Andrew Crisman requested the following budget modification on behalf of the Department of Health:

Increase app. 4010.4800	DOH Other	\$1,000
Increase rev. 0000.2710A	Donations/PHN	\$1,000

Representative McCarty moved for approval. Seconded, Koutnik. Total: 2,846; Ayes: 2,323; Absent: 523 –Stammel. Motion carried.

Representative Oberacker inquired about making annual lease payments v. monthly payments in the interest of saving time and money.

### **HIGHWAY –BILL MASON/RICH BRIMMER**

Bill Mason requested approval to accept the bid from Slate Hill Constructors in the amount of \$286,250 for the Norton Cross Road Rehabilitation project.

Representative McCarty moved for approval. Seconded, Oberacker. Total: 2,846; Ayes: 2,323; Absent: 523 –Stammel. Motion carried.

Rich Brimmer requested approval to amend Resolution No. 110-20180307 to increase the total amount for automotive parts and equipment in 2017 to \$470,000. Representative Oberacker moved for approval. Seconded, Koutnik. Total: 2,846; Ayes: 2,323; Absent: 523 –Stammel. Motion carried.

Representative Stammel entered the meeting.

Bill Mason requested approval to contract with Accent Stripe for road striping and pay the invoice in the amount of \$149,851.80 from line 5112-2092-D, Centerline/Edgeline Painting 2017. A bid was processed by Purchasing and an agreement was signed by the Board Chair on 10/6/17. Representative Oberacker moved for approval. Seconded, Koutnik. Total: 2,846; Ayes: 2,846. Motion carried.

Rich Brimmer requested approval to amend Resolution 109-20180307 so that it does not define the specific make or year of the trucks to be purchased. Representative Koutnik moved for approval. Seconded, Stammel. Total: 2,846; Ayes: 2,846. Motion carried.

Bill Mason requested approval for a Snow & Ice contract back to 2014 for CR 1A with the Village of Sidney for \$2100 per year. Total amount for last four years \$8,400. Representative McCarty moved for approval. Seconded, Oberacker. Total: 2,846; Ayes: 2,846. Motion carried.

Bill Mason requested approval to accept the bid from Cobleskill Stone Products to do Hot Mix Asphalt and to add County Route 13 to the work. The committee took no action and will reconsider next month after the Public Works committee has approved the request.

Board Chair Bliss discussed the town of Milford's interest in a transportation facility.

Representative Koutnik inquired about setting up a task force/working group to oversee the management of capital assets and real estate.

### **DSS –EVE BOUBOULIS**

Eve Bouboulis requested approval to amend Resolution No. 119-20180307 authorizing Commissioner to contract with Securitas USA to include prevailing wage

rate and overtime cost changes. Representative Oberacker moved for approval. Seconded, Koutnik. Total: 2,846; Ayes: 2,846. Motion carried.

Representative Stammel inquired about the grant application and approval process in connection with the Tiny Homes project. Eve Bouboulis explained the process noting part of the grant includes creating policies and cost analysis.

## **PERSONNEL –PENNEY GENTILE**

Penney Gentile gave an update regarding the Probation Director II position and recruitment efforts to date.

Penney Gentile gave an update concerning the M/C Salary Study. Ms. Gentile distributed a bar graph reflecting some of the data collected thus far, stating she is working with the PRGS committee, her staff, an intern and other counties. Penney Gentile stated that the intern is scheduled to do a presentation before the Board in May to complete the analysis.

Penney Gentile requested approval to amend Resolution No. 41-20180103 to increase the District Attorney's salary to \$197,600 effective April 1<sup>st</sup> in accordance with Judicial Law Section 183-a which requires that a full time District Attorney receive an annual salary equivalent to that of a County Judge. Representative Oberacker moved for approval. Seconded, Frazier and Koutnik. Total: 2,846; Ayes: 2,846. Motion carried.

Penney Gentile requested to enter into an executive session to discuss matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person. Representative McCarty moved for approval. Seconded, Koutnik. Total: 2,846; Ayes: 2,846. Motion carried.

The committee reconvened.

## **IT –BRIAN POKORNY**

Brian Pokorny requested approval to purchase Microsoft Office 2016 not to exceed \$86,000 off State contract. Representative Oberacker moved for approval. Seconded, Koutnik. Total: 2,846; Ayes: 2,846. Motion carried.

Representative Kennedy asked for an update regarding the recently purchased laptops that were having issues connecting to the State's network. Brian Pokorny explained moving forward through the use of VDI.

## **TREASURER –ANDREW CRISMAN (cont.)**

Andrew Crisman presented an invoice for stop loss insurance in the amount of \$10,117.80 and requested approval to pay it. Representative Oberacker moved for approval. Seconded, Koutnik. Total: 2,846; Ayes: 2,846. Motion carried.

## **COUNTY ATTORNEY –ELLEN COCCOMA**

Ellen Coccoma requested approval to extend the contract with the Legal Aid Society for the conflict defender program for a 2 year period, beginning 4/16/18 through 4/15/2020 for an amount not to exceed \$115,000 annually. Representative Frazier moved for approval. Seconded, Oberacker. Total: 2,846; Ayes: 2,846. Motion carried.

Ellen Coccoma discussed a letter from the Sheriff to the Chair of the Board about delegating authority to the Chair in connection with Civil Service Law Section 72. Ellen Coccoma reviewed the recommendation of the labor attorney. Representative Koutnik moved to enter into an executive session to discuss matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person. Seconded, Oberacker. Total: 2,846; Ayes: 2,846. Motion carried.

The committee reconvened.

Representative Koutnik moved to accept the conditions as stated in the letter from the Sheriff to the Chair of the Board regarding delegation of his authority under Civil Service Law Section 72. Seconded, Oberacker and Stammel. Total: 2,846; Ayes: 2,846. Motion carried.

Ellen Coccoma discussed the idea of delaying Raise the Age legislation and gave an update regarding CAFA and her visit to Washington County to observe their set up.

Representative Stammel inquired about the process to alter the number of County Coroners and which committee would oversee that. Ellen Coccoma reviewed the legal process and the time line if such a change were to be implemented and also stated the County could go to a Medical Examiner model.

Representative Stammel also inquired about whether there are legal requirements involved with the use and storage of the mobile morgue.

Representative Koutnik stated he will send the updated bylaws to the committee for review to be discussed at a future meeting.

The committee selected Tuesday, April 24<sup>th</sup> at 9 a.m. at the County Office Building for the next regular committee meeting.

There being no further business to discuss, the committee adjourned until Monday, March 26<sup>th</sup> at 1 p.m. at the County Office Building.