

INTERGOVERNMENTAL AFFAIRS COMMITTEE
KENNEDY, OBERACKER, MARIETTA, FARWELL, SHANNON
June 12, 2018

Also Present: Representatives Lapin, Koutnik and Clark, Jody Zakrevsky, Andrew Crisman

VETERANS AFFAIRS –DENNIS CLARK

Dennis Clark gave an overview of how things are going within his department noting there have been no issues with the van. Dennis Clark stated his observations regarding the Department Head meetings and the reimbursement policy. Dennis Clark stated the initial DSS contract submission was denied but has been resubmitted with adjusted numbers.

Representative Farwell entered during the above discussion.

BOARD OF ELECTIONS –LORI LEHENBAUER

Lori Lehenbauer requested approval to attend the Summer ECA Conference in Niagara Falls at a conference package cost not to exceed \$770.66, plus mileage. Representative Marietta moved for approval. Seconded, Farwell. Total: 2,393; Ayes: 2,393. Motion carried.

Lori Lehenbauer wanted to make the committee aware that election law requires the BOE to send an information card to every registered voter, who has been registered without a change of address since the beginning of the year. The cost in 2017 was \$3,548.60 for the cards and \$3,586.20 for postage. The estimated cost for 2018 is \$3,780 for cards and postage between \$4,284-\$5,418.

Lori Lehenbauer stated the Commissioners of the BOE would like to add the Deputy Commissioner positions back into the staff by utilizing existing staff and changing titles. The committee inquired about the salary and whether or not the Deputy would be M/C. Lori Lehenbauer stated she will discuss with Personnel and bring back the information at a future meeting.

PLANNING –KAREN SULLIVAN and THOMA DEVELOPMENT –RICH CUNNINGHAM (via telephone)

Rich Cunningham from Thoma Development discussed the use of program income monies including, but not limited to the following:

- Stipulations regarding administrative program delivery fees and engineering costs
- Guidelines including low to moderate income benefit (direct and indirect) including the elderly and disabled populations
- Funds for use in purchasing property—determine how the property will be used

- Using funds for a planning study
- Additional criteria includes slum and blight
- The timeline for creating jobs related to the purchase of property
- Committing funds to a project v. committing funds to a program
- Minority or women owned businesses not a requirement

Conference call ended at 9:50 a.m.

The committee discussed various project proposals and agreed to continue the discussion and prioritize the projects at the next IGA meeting. Karen Sullivan requested the following budget transfers:

Transfer from	Memberships/Dues	8020-4650	\$2,000
Transfer to	Postage	8020-4400	\$2,000
Transfer from	Training	8020-4050	\$500
Transfer to	Vehicle Repairs	8020-4575	\$500

Representative Oberacker moved for approval. Seconded, Farwell. Total: 2,393; Ayes: 2,393. Motion carried.

Karen Sullivan stated she met the deadline to identify program income and submit to the OCR.

Karen Sullivan stated the new trolley was received.

Karen Sullivan announced that the County was awarded \$250,000 for the Clean Energy Community Program and she will be meeting with Building Services to discuss.

Karen Sullivan gave an update regarding the Polar Scoop account and will discuss next steps with the County Attorney.

OSWEGO COUNTY ADMINISTRATOR –PHILIP CHURCH

Philip Church, Oswego County Administrator distributed a packet of information including County Administrator job description, the Local Law providing for the establishment of the County Administrator position, amendments to the local law, and excerpts from NY Consolidated Laws, Alternative County Government Law for the following: County administrator form, County manager form, County director form, County president form and Powers and duties.

Philip Church gave an overview of the County of Oswego, his position as County Administrator and discussed the following, including but not limited to:

- In the position for 11 years, also serves as Budget Officer
- 25 legislative members
- 2 Key questions—What role do you want the Board to play? How much authority do you want to transfer to an administrative head?

- A county can operate based on County Law, a Charter or NYS Alternative Government Law
- Benefits of a County Administrator include unified management of government, seeing the whole county and how departments can work together, ability to prioritize when resources and finances are scarce
- County Administrator becomes point of contact for state and federal agencies, help negotiate contracts, coordinate departments on a day to day basis thereby gaining efficiencies
- Make up of office includes Budget Analyst/Auditor, Secretary, and Administrative Assistant who acts as the purchasing liaison

Philip Church answered questions pertaining to his background, training and tenure with Oswego County for the last 27 years, what qualities make for an ideal first County Administrator, how department head evaluations take place, how multi year capital projects are handled, how the budget is assembled and how the Public Information Office runs.

OTHER

Representative Kennedy stated that Catskill Area Hospice planned to use the Community Events Grant funds for a Celebrity Party event however due to scheduling conflicts may host another event instead. Representative Farwell moved for approval to allow Catskill Area Hospice to retain the Community Events Grant funds for use on a different event than the one initially applied for. Seconded, Oberacker. Total: 2,393; Ayes: 2,003; Absent: 390 –Marietta. Motion carried.

Representative Kennedy presented a request to release the funds for the Otsego County Fair. Representative Oberacker moved for approval. Seconded, Farwell. Total: 2,393; Ayes: 2,003; Absent: 390 –Marietta. Motion carried.

The committee discussed a request from John Rowley of the Lions Club regarding assistance in the cost of disposal of items collected during the clean up of the Susquehanna River event presented at the May SWEC Committee meeting. Representative Farwell moved for approval to authorize Karen Sullivan in Solid Waste to use Community Events Grant funds to reimburse the Lions Club the cost to dispose of trash collected through the event. Seconded, Shannon. Total: 2,393; Ayes: 2,003; Absent: 390 –Marietta. Motion carried.

The committee selected Tuesday, July 10th at 9 a.m. for the next monthly meeting.

There being no further business to discuss, the committee adjourned until Tuesday, June 26th at 9 a.m. at the County Office Building.