

**INTERGOVERNMENTAL AFFAIRS COMMITTEE
KENNEDY, OBERACKER, MARIETTA, FARWELL, SHANNON
August 27, 2019**

Also Present: Representative Martini and Representative Koutnik

COUNTY GOVERNANCE

Representative Kennedy distributed copies of and reviewed:

-the Otsego County Board of Representatives Resolution 199-
Adopting a Local Law for the Year 1993- A Local Law to Establish the
Position of County Manager of the County of Otsego

-the Otsego County Local Law to Establish the Position of County
Manager of the County of Otsego

-the draft of job duties for the Otsego County Administrator

Representative Kennedy informed the Committee that after doing some research, she found that in 1993, a Local Law to Establish the Position of County Manager of Otsego County was voted on, however did not pass due to a weighted majority vote of 7 to 7.

The Committee discussed the following, including but not limited to:

-considerations of how to structure the proposed County Administrator's office and/or restructure existing offices, for example additional administrative staff support for the County Administrator? for the Board Chair? and/or for the Clerk of the Board/Auditor?

-how neighboring Counties do this work, including specific examples from Cortland, Livingston, Herkimer, and Oswego Counties

-Budget Officer vs. Budget Analyst vs. Purchasing Agent roles

-the importance of long-term fiscal planning

-specific considerations regarding how a County Administrator might work in Otsego County, pros and cons

-inter-department communication, succession planning, and position vacancy questions

Representative Farwell moved to allocate \$75,000 in the 2020 budget for a County Administrator budget allocation. Seconded, Oberacker. Total: 2,393. Ayes: 2,393. Motion carried.

The Committee discussed next steps, including consulting the County Attorney on the draft job description and a draft of the local law, and items to be reviewed before the September Intergovernmental Affairs Committee meetings.

Representative Oberacker and Representative Koutnik exited the meeting.

COUNTY FAIR

Representative Farwell moved to release the County Fair Association Annual Support Agreement allocation in the amount of \$7,500. Seconded, Shannon. Total: 2,393. Ayes: 1,859. Absent: 534- Oberacker. Motion carried.

There being no further business to discuss, the Committee set the next meeting date for Tuesday, September 10, 2019 at 9:00am at the County Office Building.