

SUPERVISORS NOTEBOOK

A Digest of Legislative Activities

For the Month of

April 2019

The following minutes were not available at the time this packet was published:

Planning, Economic Development, Environmental and Intergovernmental Affairs – 3/21/19, 3/28/19

Highway, Buildings, and Grounds – 2/20/19, 3/25/19

Government Operations – 3/28/19

Finance, Ways and Means – 9/28/17, 10/26/17, 11/16/17, 12/5/17, 12/19/17, 6/28/18, 3/28/19

Administration and Oversight – 3/21/19

Criminal Justice, Public Safety and Emergency Communications – 3/21/19

Solid Waste and Recycling – 3/26/19

Health and Human Services – 3/26/19

Public Utility Service – 3/21/19

Criminal Justice, Public Safety and Emergency Communications Committee

*Meeting Minutes
February 21, 2019*

PRESENT: Chairman Pete Walrod (9:30 a.m.)
Vice Chairman Roger Bradstreet
Supervisor Dan Degear
Supervisor Loren Corbin

ALSO: County Administrator Mark Scimone
District Attorney William Gabor
Emergency Management Planner Mike Sudol
Sheriff Todd Hood
Undersheriff RJ Lenhart
Probation Director Joanne Miller
Treasurer Cindy Edick
County Attorney Tina Wayland-Smith
First Assistant County Attorney Jeff Aumell
Public Information Officer Samantha Field
Oneida 8th Grade Student Grace Combs

ABSENT: Supervisor Tom Boylan

The meeting was called to order by Vice Chairman Roger Bradstreet at 9:00 a.m. in the Supervisors Large Conference Room.

Minutes:

The minutes of the January 17, 2019 meeting were unanimously approved on the motion of Supervisor Loren Corbin and second of Supervisor Dan Degear.

Emergency Management:

Emergency Management Planner Mike Sudol presented the following resolutions to the Committee:

Resolution call on Governor Andrew M. Cuomo and New York State Legislature to address the lack of cellular phone coverage for all New York State residents and visitor

The Committee unanimously approved the resolution on the motion of Bradstreet and second of Degear.

Authorizing Chairman to enter into agreement with Priority Dispatch

The Committee unanimously approved the resolution on the motion of Corbin and second of Degear.

Authorizing Modification of the 2019 adopted County budget (EM Carryover)

The Committee unanimously approved the resolution on the motion of Degear and second of Bradstreet.

Emergency Management Planner Mike Sudol informed the Committee that the Office of Emergency Management was one of seven counties in New York State to achieve accreditation by the State Office of Emergency Management. Sudol also reported that the Fire Training Center construction is on target. Contractors are gathering information for the 911 study. A draft should

be available in April for review. Supervisor Degear expressed concern over Onondaga County 911 being overloaded with inter-county connections. Sudol will make sure that the concern is looked at as the consolidation process is considered.

District Attorney:

District Attorney Bill Gabor informed the Committee that Bradley Moses started full-time on February 4th, which is a great benefit to the office. Facilities Director John Regan and King & King Construction held a meeting to discuss space modification for the DA's Office. A centralized arraignment meeting was held to identify space within the courthouse to hold prisoners overnight without having to expand the jail. Chief Assistant District Attorney Robert Mascari will present at the next meeting on the State Legislation that needs to be passed.

Gabor and Mascari attended a DA's conference on bail reform discovery and speedy trial, which would affect probation with pre-trial release. The cost to extradite people out on bail or with no bail would be an issue.

Probation:

Probation Director Joanne Miller presented the following resolution to the Committee:

Enter agreement with Medlab, Inc. for Toxicology Screening Services

The Committee unanimously approved the resolution on the motion of Degear and second of Walrod.

Miller stated that cashless bail would have a significant impact on probation statewide due to staffing and liability.

Sheriff's Office:

Sheriff Todd Hood presented the following resolutions to the Committee:

Authorizing Modification of the 2019 Budget – Video System Project

The Committee unanimously approved the resolution on the motion of Degear and second of Bradstreet.

Authorizing Modification of the 2019 Budget – Handguns

The Committee unanimously approved the resolution on the motion of Bradstreet and second of Degear.

Authorizing Chairman to Accept Funds from NYS STOP DWI Foundation

The Committee unanimously approved the resolution on the motion of Bradstreet and second of Degear.

Authorizing Chairman to Enter into Revocable Permit for Firing Range

The Committee unanimously approved the resolution on the motion of Walrod and second of Degear.

Authorizing Chairman to Enter into Inter-Municipal Agreement for Police Tactical Team Cooperation

The Committee unanimously approved the resolution on the motion of Degear and second of Corbin.

Authorizing Chairman to Modify and Extend Agreement with Health Direct Institutional Pharmacy Services

The Committee unanimously approved the resolution on the motion of Bradstreet and second of Walrod.

Authorizing Chairman to Accept Additional Funds from NYS STOP DWI Foundation – Crackdown

The Committee unanimously approved the resolution on the motion of Degear and second of Corbin.

Authorizing Chairman to Enter into Agreement with Tyler Technologies, Inc.

The Committee unanimously approved the resolution on the motion of Degear and second of Walrod.

Authorizing Chairman to Enter into Subscription with Lexipol, LLC – Correctional

The Committee unanimously approved the resolution on the motion of Degear and second of Bradstreet.

Authorizing Chairman to Enter into Subscription with Lexipol, LLC – Criminal

The Committee unanimously approved the resolution on the motion of Degear and second of Bradstreet.

Authorizing Attendance at Out of State Conference – Utah (Renee Smith)

The Committee unanimously approved the resolution on the motion of Walrod and second of Bradstreet.

Authorizing Attendance at Out of State Conference – Washington DC (DSS)

The Committee unanimously approved the resolution on the motion of Corbin and second of Bradstreet.

Authorizing Attendance at Out of State Conference – Huntsville, AL (V Smith)

The Committee unanimously approved the resolution on the motion of Walrod and second of Degear.

Authorizing Modification of the 2019 adopted County budget (Uniforms)

The Committee unanimously approved the resolution on the motion of Bradstreet and second of Degear.

The Sheriff's Office is looking at doing away with an Office Assistant position in order to promote a sergeant to midnight shift. Sheriff Hood will let the Committee know if they consider moving forward.

Sheriff Hood is working with IT to coordinate a trial of the Axon Body Cam System. Supervisor Degear stated that we may need an agreement with the Union to proceed. County Administrator Scimone recommended that the Sheriff reach out to Director of Labor Relations Ryan Aylward to discuss further before proceeding with the trial.

Executive Session:

A motion was made by Supervisor Degear to enter into executive session at 10:03 a.m. to discuss collective bargaining negotiations pursuant to article fourteen of the civil service law. Vice Chairman Bradstreet seconded the motion and it was unanimously carried.

A motion was made by Vice Chairman Bradstreet to exit executive session at 10:18 a.m. Supervisor Degear seconded the motion and it was unanimously carried.

Chairman Walrod questioned the use of tablets for inmates. Sheriff Hood stated that no internet access is provided and tablet content is controlled by the jail. Use is recorded and provides documentation that can be used as evidence. Tablets are useful in providing documents that the jail is required to provide, and they also prove to be a good disciplinary tool.

Preferred Agenda:

The Committee unanimously approved including all resolutions in the Committee's Preferred Agenda on a motion of Degear and second of Walrod.

Adjournment:

The Committee adjourned at 10:28 a.m. on the motion of Vice Chairman Bradstreet and second of Chairman Walrod.

Next Meeting Date:

Thursday, March 21, 2019 at 9:00 a.m.

Respectfully submitted by Tricia Wiley on behalf of Chairman Paul H. Walrod.

Administration and Oversight Committee

Meeting Minutes

February 21, 2019

COMMITTEE: Chairwoman Yvonne Nirelli
Vice Chairman Pete Walrod
Supervisor Ronald Bono

OTHERS: Board Chairman John Becker
Board Vice Chairman Daniel Degear
County Administrator Mark Scimone
Supervisor Roger Bradstreet
Supervisor Eve Ann Shwartz (11:45 a.m.)
Elections Commissioner Kelley Hood
Elections Commissioner Laura Costello
County Clerk Michael Keville
County Attorney Tina Wayland-Smith
Public Information Officer Samantha Field

ABSENT: Supervisor Thomas Boylan
Supervisor David Jones

Chairwoman Yvonne Nirelli called the meeting to order at 11:32 a.m. in the Supervisors large conference room.

Approve Minutes:

The minutes of the February 12, 2019 meeting were unanimously approved on the motion of Supervisor Bono and second of Vice Chairman Walrod.

Resolutions:

Designating Disposal of Obsolete and/or Surplus County Personal Property (Mutton Hill Tower/Antenna)

The Committee unanimously approved the resolution as amended on the motion of Bono and second of Walrod.

Designating Disposal of Obsolete and/or Surplus County Personal Property (Vehicles)

The Committee unanimously approved the resolution as amended on the motion of Walrod and second of Bono.

Approving Trade-in of Caterpillar Loader in Accordance with the Madison County Highway Department 5-Year Plan

The Committee unanimously approved the resolution as amended on the motion of Bono and second of Walrod.

Approving Trade-in of Bucket Truck

The Committee unanimously approved the resolution as amended on the motion of Walrod and second of Bono.

Approving Trade-in of Bobcat Skid-Steer Loader

The Committee unanimously approved the resolution as amended on the motion of Bono and second of Walrod.

Authorizing the Chairman to enter into an agreement with the NYS Board of Elections in regards to the Help America Vote Act State Grant

The Committee unanimously approved the resolution as amended on the motion of Bono and second of Nirelli.

Resolution urging NYS to fund the purchase of Electronic Poll Books for the County Boards of Elections

The Committee unanimously approved the resolution as amended on the motion of Walrod and second of Bono.

Other Committee Business:

County Clerk Michael informed the Committee that high definition wax prints of Madison County town and village historical maps can now be purchased in the Clerk's Office. Keville would like to have Maintenance frame and hang the maps near the new single point of entry to promote them for purchase. The increased revenue would offset the cost of the Real Property printer. Supervisor Bono recommended bringing the request to the Committee of the Whole for consideration.

Keville and Records Management Coordinator Kevin Orr drafted a Records Management Program to improve countywide records management that they will be submitting the Finance, Ways and Means to review for Board adoption. Department heads would designate a liaison from their respective departments to the Records Management Advisory Committee to ensure compliance with State Archives and to establish department specific policies for records retention.

Preferred Agenda:

The Committee unanimously approved adding all resolutions to their March 12th Preferred Agenda on a motion of Supervisor Bono and second of Vice Chairman Walrod.

Next Meeting: Thursday, March 21, 2019 at 11:30 a.m.

Motion to Adjourn: The Committee adjourned at 12:04 p.m. on the motion of Supervisor Bono and second of Vice Chairman Walrod.

Respectfully submitted by Christine Coe for Chairwoman Yvonne Nirelli and approved on March 21, 2019.

COMMITTEE ON PLANNING, ECONOMIC DEVELOPMENT, ENVIRONMENTAL
AND INTERGOVERNMENTAL AFFAIRS
MEETING MINUTES

February 21, 2019, 2019 – 10:30 A.M.- Conference Room #250

Supervisor	Present	Absent	Late	Time In
MOSES	X			
Jones	X			
Magliocca	X			
Reinhardt	X			
Zupan	X			Via Zoom phone

PRESENT:

Committee: Cliff Moses, Dave Jones, Joe Magliocca, John Reinhardt and Bill Zupan (via Zoom meeting)

Supervisors: Loren Corbin, Dan Degear (partial)

County Staff: Karin Bump(via zoom), Cindy Edick, Jenn Farwell, Melissa Martel Felton, Samantha Field, Scott Flaherty, KippHicks, Scott Ingmire, Becky Marsala, Mark Scimone (partial) and Gwen Williamson

Additional Present: Jennifer Brillante and George Carpenter from C & D Advertising, Grace Combs (shadow intern from County Attorney’s Office), and Rocco Fernalld from Qadsimia.

Meeting called to order at 10:30 A.M. by Moses.

A-1: The Committee unanimously approved the January 24, 2019 meeting minutes on a **MOTION** by Reinhardt and seconded by Magliocca at 10:30 A.M. 5/0/0

A-2: Cindy Edick presented the Sales Tax Update. The numbers are positive so far. There was brief discussion regarding future possible internet revenue. The AIM incentive program (Aids Incentive Municipality Program), if it goes through, will allocate money each December 15th from the County sales tax revenue and give it to municipalities. This topic will be discussed again.

A-3: The Buy Madison Presentation started with George Carpenter sharing a brief history of C & D Advertising. Rocco Fernalld continued with a description of what they have to offer in a “custom, fully-scalable website”. He noted that the County will be able to manage much of the content on our own. The website will be responsive to all devices, such as computers, tablets, cell phones, while integrating social media and email campaigns, google ads and google maps. Businesses will be able to update content but it will still require administrator’s approval before it goes live. The website has a full back-up plan with snapshots uploading every three hours. It will be linked to the County site. It will be set up similar to the “Smart Shoppers” program, except in digital format. Flaherty said there will be “cross-pollination” with the Tourism site to increase traffic to both. Ingmire said the next planned step is a meeting with the Chamber groups. Rocco explained how the rating system works within the website and the ability to display as much desired. George talked about how to handle reviews; even negative reviews can be handled appropriately.

Guests and Kowalczk out-11:00

Melissa Martel Felton introduced Grace Combs, an 8th-grader from Otto Shortell School who is shadowing her for the day.

A-4: Scott Ingmire presented the Career Center Update. The December unemployment rate was an extremely low 4.4%. The heavy equipment and driver training scheduled for March now has all the slots filled. The manufacturers training meeting in conjunction with MVCC went well. There will be a job fair held to assist Dutchland Plastics in finding up to 60 workers for an upcoming expansion.

A-5: Kipp Hicks presented the IDA Update. The Green Empire Greenhouse project is well underway with load after load of fill being brought in daily. Some of the infrastructure estimates are outdated and there may be a need to address increases. They intend to be operational by the end of the year. Dutchland Plastics is doing very well and has much capacity for future expansion. Canastota Wind Power has an application in for possible PILOT

consideration. There are five potential candidates for revolving loan funding. Hicks is organizing a CFA Project Forum to be held on April 2nd at 5:00 P.M.

A-6a: Jennifer Farwell presented the AED Update. Registration is now open for Open Farm Day. 10 farms have been selected for the mini-marketing grants. There will be meetings on Wednesdays beginning next week for Annie's Project which is a national program for women in Agriculture. The topic of this session is risk management. AED is working with NY Farmland Trust on making funds available for new or transitioning farmers. The Oneida Rotary will be having an Ag-Day on Tuesday at the Oneida Presbyterian Church. A regional board (five counties) is being developed that will educate/assist/oversee benefit types of sales for farmer's markets or direct sales operations.

A-6b: Karin Bump presented the CCE Update. Karin noted that there has been an increase in grant applications. An update will be provided on increased funding. Moses asked why Nelson Farms does not have more local products. Jennifer said that they are not directly associated, and Karin advised that Nelson Farms started out as a "Pride of NY" site, and that may explain it in part. Karin said that CCE is working on a Downtown Revitalization Grant to place more emphasis on local products.

A-7: Scott Flaherty presented the Tourism Update. Occupancy tax receipts are positive. All the advertising campaigns are going well. Flaherty shared an update on Air BnB with a report on Properties and Rooms in New York State. Scott distributed two calculations of Air BnB impact in Madison County: one by NYSH&TA which estimates uncollected annual taxes at \$1,001,531; and one calculated by Scott Flaherty showing a lower number at \$64,964. Scott said that John Becker has expressed interest in whether or not the County could use the Village of Cazenovia as a model for County-wide legislation. Scott said that Mike Keville suggested an "op-out" option for those municipalities not interested. Zupan explained that the Town of Cazenovia decided to NOT allow Air BnB. Zupan feels the County shouldn't be involved and should leave zoning up to the municipalities. Melissa asked how many BnB's are registered and Becky Marsala will work on getting that information to the Committee. Flaherty said that the number will be hard to determine. Scott mentioned that tourism is working on the strategic plan and will be sending out a draft soon for input. Scott announced the MC Tourism Annual Member Business Meeting and Social will held on April 18th at 5:30 at the Cazenovia Hampton Inn.

A-8: Scott Ingmire presented the Planning Department Update. Ingmire noted that Planning has a lot of grant projects right now. Jamie and Sarah are working on the contract and scope of work for the Reimagine Erie Canal Project. There are two CDBG grants through PCD in the works. There is not much word yet on the Delphi Falls Grant. Scott was in meeting last week with EDR regarding trail design. Jim is working on snowmobile related issues. Scott mentioned that there is a resolution in today's packet regarding Madison Transit Program funding request for Federal Section 5311 grant assistance. Scott distributed Planning and Zoning Institute Training flyers to highlight the upcoming session on March 14th at Morrisville State College where the topic will be "Distressed and Abandoned Properties".

RESOLUTIONS:

A-9: The Committee approved a resolution authorizing the Chairman to sign a use agreement with Morrisville State College on a **MOTION** by Magliocca and seconded by Jones at 11:37. 5/0/0

A-10: The Committee approved a resolution authorizing the Chairman to request Federal Section 5311 Consolidated Grant Assistance for Public Transit on a **MOTION** by Jones and seconded by Reinhardt at 11:39. 5/0/0

A-11: The Committee approved a resolution authorizing an agreement with the Madison County Rural Health Council for a Mobility Management Program on a **MOTION** by Jones and seconded by Magliocca at 11:40 5/0/0

A-12: The Committee approved a resolution calling on Governor Andrew M. Cuomo and the New York State Legislature to address the lack of cellular phone coverage for all New York State residents and visitors on a **MOTION** by Magliocca and seconded by Jones at 11:46. 5/0/0 This resolution was submitted to this Committee by Dan Degear. During discussion, Degear and Mark Scimone joined the meeting to facilitate any questions or explanations needed regarding this resolution.

A-13: The Committee approved a resolution authorizing the Chairman to enter into an agreement between the Oswego County Soil & Water District and Madison County on a **MOTION** by Magliocca and seconded by Reinhardt at 11:43. 5/0/0

A-14: The Committee approved a resolution authorizing the Chairman to enter into a license agreement with Madison-Oneida BOCES on a **MOTION** by Magliocca and seconded by Zupan at 11:48. 5/0/0

A-15: The Committee approved a resolution authorizing the modification of the 2019 Adopted County Budget on a **MOTION** by Jones and seconded by Reinhardt at 11:50. 5/0/0

Additional Resolution: The Committee approved a resolution authorizing the Chairman to enter into agreement with Madison County Fair for 2019 on a **MOTION** by Reinhardt and seconded by Magliocca at 11:53. 5/0/0 There was discussion as to whether or not this resolution needed to come before this Committee, but since it did, the vote was taken.

A-19: All of the above resolutions with the exception of the one for cellular coverage and the one for Madison County Fair will be included in the preferred agenda.

A-16: A County tax bill was received in Planning for the Delphi Falls Park. Becky Marsala and Scott Ingmire have addressed this issue and the taxes were paid out of an account for payment of taxable properties owned by Madison County.

A-17: The Cazenovia College project is for the updating and replacement of the aging heating system in four interconnected buildings. A request is being made for PACE financing for this project. Some of the concerns are:

- enrollment at Cazenovia College has been down with a small turn around just recently
- it is a 20 year commitment
- none of the banks are willing to back it
- this would tap out the PACE available funding
- the PACE program was not intended for people off the tax rolls
- more PACE participants would distribute the risk; limiting it to one places "all eggs in one basket"
- the County would be accountable for repayment if the college defaults
- it would end opportunity for all other potential PACE requests

It is the consensus of the Committee to NOT move forward with this particular PACE project because the Committee believes it is too great a risk.

A-18: Cliff Moses presented the Habitat for Humanity funding information. The Madison County Chapter is now defunct but still has approximately \$100,000.00 left. They are offering it to be used by the County, monitored by the Planning Department for a revolving loan type of program. It was suggested that the Utica Home Center could facilitate the project. There is a chance that the money may have to go to a not-for-profit agency (per their attorney). The Committee would like to consider this opportunity and Becky Marsala and Melissa Martel Felton will look into the details.

Scimone out

A-20: There is no new business at this time.

A-21: The next scheduled Planning Committee meeting will be March 21st, 2019 at 10:30 A.M.

A-22: The meeting was adjourned on a **MOTION** by Zupan and seconded by Reinhardt. ~12:30 P.M.

Respectfully submitted: Gwen Williamson

Sign in Sheet

Planning, Eco. Dev., Environ. & Intergov. Affairs	
Date of Meeting:	2/21/2019
Cliff Moses	<i>Cliff Moses</i>
Dave Jones	<i>Dave Jones</i>
Joe Magliocca	<i>Joe Magliocca</i>
John Reinhardt	<i>John Reinhardt</i>
Bill Zupan	

Others Present:
NAME AND AFFILIATION

Joseph [unclear] - Planning Dept
Bob [unclear]
John [unclear] - NSD
Rebecca S. [unclear] - Treasurer
[unclear] - County Attorney's Office
Grace Combs County Attorney's Office
Cindy Edick
[unclear]
Jennifer Britton - C+D Advertising
George Carpenter - C+D Advertising
[unclear]

MADISON COUNTY BOARD OF HEALTH
Monday, February 25, 2019
Madison County Health Department, Wampsville, NY

BOARD OF HEALTH MEMBERS PRESENT

Alex Stepanski, Board of Supervisors Representative
John Endres, DVM – President
Wendy Cary – Vice President
Travis Hall, Clinical Psychologist
Jennifer Meyers, MD
Sam Barr, DMD

NOT PRESENT

Ofrana Reid, MD
Rachel Elder, MD

OTHERS PRESENT

Eric Faisst, Director of Public Health
Dr. R. Seelan Newton, Medical Consultant
Geoff Snyder, Director of Environmental Health
Shawn Prievo, Director of Administrative Services
Rosanne Lewis, Director of Children with Special Health Care Needs
Erica Bryson, Health Statistician (only present for brief introduction)
Deanna Matt, Confidential Secretary to the Director of Public Health

A brief introduction of the new Health Statistician was made. Erica Bryson started January 28th, filling the position upon Alex Coyle's departure January 25 to move back to New Mexico. Erica was an intern with Alex this past summer; she is working on the CHA, as well as a new profile dealing with ACES.

VP Cary called the meeting to order at 6:33pm indicating that there was a quorum. The Board reviewed the January 2019 minutes. Motion to approve the minutes was made by Supervisor Stepanski, seconded by Dr. Barr, and approved by all.

Audit of Claims

The record of claims was distributed for review and discussion.

- A light month
- Most cost associated with replacing the vaccines that were discarded due to a temperature fluctuation in the refrigerator last month. Note: Insurance will cover a portion of what we lost in vaccines - \$10,000 deductible, but will be reimbursed for \$13,000 of our loss.

Motion to Accept Audit of Claims made by Dr. Hall, 2nd by Supervisor Stepanski, All in Favor

Strategic Items

- Healthy Workplace
 - Pilot Sites are in the data collection phase, and will be meeting soon to touch base. The Internal IWH workgroup here at the Health Department has formulated goals and objectives, and are meeting regularly as well.
 - Conference Planning continuing to move forward – subcommittees have been established – next meeting coming up next month.
- Dental Health
 - Small work groups have not met since last month – no update with those.
 - Dental Profile is being written – should be done by next month
- Individual Water Systems
 - Environmental Health Specialist resigned – putting this program on hold until a replacement is found – Personnel is looking at the list of previous candidates eligible, and will determine availability.
 - 40% wells tested were found vulnerable for contamination
 - Continuing fluoride tests in ground water
 - CDC budget mod deduction of fringe benefits has been approved - \$28,000 carry over funds
 - CDC report included in the EH packet provided
- CHA/CHIP
 - Invitations have been sent out to community for the combined assessments Forces of Change & Public Health Systems occurring on March 7, 2019 at the Hampton Inn Cazenovia
 - Data Group and Community Themes & Strengths assessments are underway as well

Reports

- County – No Report
- Director's Report
 - Working on Healthy Workforce items
 - Oral Health Profile is in process
 - Unusual amount of vacancies in the department – we are seeing more turnover than normal.
 - EH Specialist
 - EH OAll still not filled
 - 2 Nurse positions are vacant
 - Have been holding interviews, and will make an offer to one, another interview this week. Reclassification has occurred
 - EI Service Coordinator starts 3/4
 - Board of Supervisors has approved the Performance Management System – VMSG.
 - Plans have been uploaded into the system already – including the County's Success Plan
 - HHS will be receiving a presentation from the vendor at tomorrow's meeting
 - This system could be used by the whole county as well

- Corporate Compliance
 - Training taken by Board members this past December will count as the 2019 training fulfillment. If taken before December, BOH members will need to take again for 2019.
- Emergency Preparedness drill to take place Wednesday – we will be conducting the exercise as recipients of anthrax exposure medical assets and staging disbursement site. This is a statewide drill.
- Performance Evaluations are being worked on for the Management team and will be completed before the March due date.
- City of Oneida – No Report
- Medical Director's Report
 - Flu is picking up in the county – there has been 1 pediatric flu-related death in Central New York
 - Flu vaccines were lost due to temperature – those seeking flu shots are being encouraged to go to their provider and pharmacies
 - QA Meeting 4/18
 - Discussion regarding vaccines and flu occurred
- President's Report – No Report
 - Discussion occurred related to Brucella

Old Business

County Ethics forms are out, and can be turned in here

Motion to adjourn made by Dr. Barr, 2nd by Dr. Hall, All in Favor – 7:02 pm

Next Meeting March 25, 2019 @ 6:30 pm
Madison County Department of Health – Large Conference Room

Respectfully submitted by Deanna Matt



**Solid Waste and Recycling Committee Meeting
February 26, 2019 – Supervisors Conference Room,
County Office Building**

The meeting was called to order by Committee Member *Rick Bargabos* at 9:11 a.m.

Those attending were Solid Waste Committee Members Rick Bargabos, Eve Ann Shwartz, Mary Cavanagh and Yvonne Nirelli (via video conference), and Solid Waste Director Amy Miller. Others present were County Attorney Tina Wayland-Smith; County Administrator Mark Scimone; Solid Waste Recycling Coordinator Kristin Welch, Public Information Officer Samantha Field, and Solid Waste Office Assistant Sarah Gaudin.

Approve Minutes

Motion by M. Cavanagh to approve the January 22, 2019 Solid Waste & Recycling Committee meeting minutes as presented, seconded by E. Shwartz and carried.

2018 Financial Overview, Tonnage Report and Program Summary

A. Miller presented a handout summarizing the Solid Waste Department's revenues and expenses for 2018. A. Miller pointed out the Department had a strong revenue year and also came in under budget for expenses. A. Miller explained why she was proposing to roll over some 2018 available budget amounts to 2019. The handout also showed the 2018 tonnage totals and the percentages by waste types, as well as tonnage of recyclable materials.

The Committee requested that A. Miller report to the Committee later in 2019 with the costs of each recycling program, as well as the cost to run the County Transfer stations. It was also requested that she provide an update on the Reserve and Closure Funds, once the accounting for 2018 has been completed.

Resolutions

Motion by M. Cavanagh to approve 2018 Budget Modifications, seconded by E. Shwartz and carried.

Motion by E. Shwartz to approve 2019 Budget Modifications, seconded M. Cavanagh and carried.

Motion by M. Cavanagh to approve a Contract with Test America Laboratories, Inc. for Professional Laboratory Services, seconded by E. Shwartz and carried.

Motion by M. Cavanagh to approve a Contract with Barton & Loguidice Engineers, PLLC for Solid Waste Engineering Services, seconded by E. Shwartz and carried.

Motion by E. Shwartz to approve a Contract with Costich Engineering, Land Surveying and Landscape Architecture, DPC for Professional Surveying Services, seconded by M. Cavanagh and carried.

Motion by E. Shwartz to approve Designating Disposal of Obsolete and/or Surplus County Personal Property, seconded by M. Cavanagh and carried.

Motion by M. Cavanagh to have the above Contract Resolutions put on the preferred agenda, seconded by E. Shwartz and carried.

Recycling Discussions

A. Miller reported that she presented a recycling update to the Committee of the Whole at their February meeting. In March, she will present a Resolution to the Solid Waste Committee to modify the list of Designated Recyclables. A. Miller will provide a brief presentation of the new web tools and print resources at the April board meeting.

A. Miller also reported that the website improvements and design pieces are moving ahead nicely and are on track for the April Earth Day launch. A launch event is scheduled for Saturday, April 27, 2019 at the Buyea Road Residential Transfer Station. Information will also be distributed at the Cazenovia, Hamilton, and Sullivan Transfer Stations.

Next Meeting Date

9 am Tues., March 26, 2019 in the Supervisors Conference Room, County Office Building

Adjourn

Motion to adjourn made by M. Cavanagh, seconded by E. Shwartz and carried. The meeting was adjourned at 10:02 am

Respectfully submitted by Amy Miller, Director Solid Waste Management.

HEALTH AND HUMAN SERVICES COMMITTEE
Tuesday February 26, 2019
Large Conference Room

Committee Members Present

Alex Stepanski, Chairman, Town of Stockbridge
James Goldstein, Vice-Chairman, Town of Lebanon
Loren Corbin, Town of Brookfield
Eve Ann Shwartz, Town of Hamilton
Daniel Degear, Vice-Chairman BOS - part of meeting

Others Present

Eric Faisst, Director, Public Health Services
Michael Fitzgerald, Commissioner, Social Services
Teisha Cook, Director, Mental Health Services
Mark Scimone, County Administrator
Tina Wayland Smith, County Attorney
Samantha Field, Public Information Officer
Melissa Maine, Deputy Commissioner for Family Services
Tina Louis, Director, Madison County Youth Bureau
Deanna Matt, Confidential Secretary, Public Health Services
Beth Piersall, Confidential Secretary, Mental Health Services

Call Meeting to Order

Chairman Alex Stepanski called the meeting to order at 11:00 a.m., indicating that there was a quorum for the Health and Human Services Committee.

Approve Minutes

The Health and Human Services Committee reviewed the meeting minutes for January 22, 2019 and February 12, 2019. A motion to approve the January 22, 2019 minutes as written was made by Vice Chairman Goldstein seconded by Supervisor Corbin and carried unanimously. A motion to approve the February 12, 2019 special meeting minutes as written was made by Chairman Stepanski and seconded by Supervisor Corbin and carried unanimously.

Social Services

Commissioner Fitzgerald presented the Expenditure and Refund Summary. At this point Social Services is within limits at 8%. Commissioner Fitzgerald reports that food stamps will be issued early for the month of March. This recommendation came from the USDA.

Commissioner Fitzgerald presented the following resolutions to the Committee:

Authorizing the Modification of the 2019 Adopted Budget

A motion was made by Supervisor Shwartz to approve the resolution, seconded by Vice Chairman Goldstein and carried unanimously.

Appointing Member to the Madison County Youth Board

A motion was made by Supervisor Shwartz to approve the resolution, seconded by Supervisor Corbin and carried unanimously.

Authorizing the Chairman to enter into an Agreement with Catholic Charities of Oneida/Madison Counties

A motion was made by Supervisor Corbin to approve the resolution, seconded by Supervisor Shwartz and carried unanimously.

Authorizing Attendance at an Out-of-State Conference (Sheriff)

A motion was made by Vice Chairman Goldstein to approve the resolution, seconded by Supervisor Shwartz and carried unanimously.

Authorizing the Chairman to renew an Agreement with Community Action Program, Inc.

A motion was made by Vice Chairman Goldstein to approve the resolution, seconded by Chairman Stepanski and carried unanimously.

Authorizing the Chairman to enter into an Agreement and terminate an Agreement with Family Counseling Services of Cortland County, Inc.

A motion was made by Vice Chairman Goldstein to approve the resolution, seconded by Supervisor Shwartz and carried unanimously.

Authorizing the Chairman to renew an Agreement with Dr. Scott Petosa of K.A.G. Consulting

A motion was made by Vice Chairman Goldstein to approve the resolution, seconded by Supervisor Shwartz and carried unanimously.

Mental Health

Director Teisha Cook presented the following resolution to the Committee:

Authorizing the Modification of the 2019 Adopted County Budget

A motion was made by Supervisor Shwartz to approve the resolution, seconded by Supervisor Corbin and carried unanimously.

Director Cook reported that the recent site review from the Office of Mental Health went very well and the Mental Health Department received a three-year certification.

Veterans Agency

County Administrator Mark Scimone presented the following resolution to the Committee:

Appointing Ron Raymer as Director and Creating a Veterans Counselor Position

A motion was made by Vice Chairman Goldstein to approve the resolution, seconded by Supervisor Shwartz and carried unanimously.

Public Health

Director Eric Faisst asked for the Committee's input regarding filling a recently vacated Environmental Health Specialist position. This position was funded by a 5-year grant; they are currently in the 4th year of the grant. Director Faisst provided detailed statistics on the field visits that were conducted at residences requesting water testing since the grant started in September 2015. One third of residents in the County are on private water supplies. The consensus of the Health and Human Services Committee is that this is an important program and we should continue providing this service. Director Faisst will reach out to the one individual that expressed interest from the current civil service list. We will discuss this at our March meeting and can modify the current resolution if the Board would like to continue this service.

Preferred Agenda

The Committee unanimously agreed to include all resolutions in their Preferred Agenda, upon motion by Vice Chairman Goldstein and seconded by Chairman Stepanski.

Melissa Maine, Deputy Commissioner for Family Services and Tina Louis, Director of Madison County Youth Bureau outlined numerous services they provide and discussed how staffing structure has changed. Staff and program expansion include: School and Youth Development Supervisor and three School and Youth Coordinators, Leadership Program, that has expanded to 3 more schools, Summer Program, Program Quality Assessment, attendance at community youth meetings, Safe Harbour, School Services Referrals, Fatherhood Connection, Plans for Motherhood Group, Independent Living Skills Group, One Circle, Interactive Journaling. The Youth Bureau is one of the few agencies that currently completes Teen Assessment Project Survey (TAP) electronically. The Youth Bureau receives \$55,000 in funding from Office of Children and Family Services for services for youth population. This funding is based on our census number. Supervisor Shwartz asked if County funding could be allocated so the identified programs could receive funds in January instead of waiting until April. Director Louis offered to provide additional information regarding current RFP policy for agencies selected for community programming funds. This will be discussed further at the March meeting.

VMSG Performance Management Software Demonstration - The software is designed specifically for needs of Public Health. It allows staff to manage and track documents, assists with grant management, real time planning, reports, information can be shared with board members and senior management staff, accreditation plan and has built in training videos. The benefits include being cost effective, providing dashboard with 3D planning, accreditation and the software is cloud based. Director Faisst noted that Public Health is working toward accreditation and this software would greatly assist them in this process.

Executive Session

A motion was made by Supervisor Shwartz to enter into executive session to discuss the employment history of an individual, Vice Chairman Goldstein seconded the motion and it was unanimously carried. A motion was made by Vice Chairman Goldstein to exit executive session; Supervisor Shwartz seconded the motion and it was carried unanimously.

Motion to Adjourn

There being no further business to discuss, a motion to adjourn the meeting was made by Vice Chairman Goldstein at 1:08 p.m., seconded by Supervisor Shwartz and carried unanimously.

Next meeting: March 26, 2019 at 11:00 a.m.

Respectfully submitted by Beth Piersall for Chairman Alexander R. Stepanski

Finance, Ways and Means Committee

Meeting Minutes

February 28, 2019

- PRESENT: Chairman John A. Reinhardt
Supervisor Richard Bargabos
Supervisor Clifford Moses
Supervisor Mary Cavanagh
- ALSO: Board Chairman John Becker (10:16 a.m.)
County Administrator Mark Scimone
Supervisor Pete Walrod (9:55 a.m.)
County Clerk Michael Keville
Treasurer Cindy Edick
Deputy Treasurer Rebecca Marsala
Assistant Finance Director Keith Lummis
County Attorney Tina Wayland-Smith
Public Information Officer Samantha Field
IDA Director Kipp Hicks
- ABSENT: Vice Chairman Yvonne Nirelli

Chairman John A. Reinhardt called the meeting to order at 9:03 a.m. in the Supervisors Small Conference Room.

- I. Approval of Minutes:
Motion by R. Bargabos to approve the minutes of the January 31, 2019 meeting; second by M. Cavanagh.
Motion unanimously carried.

- II. County Clerk:
Annual Report
County Clerk Michael Keville presented his Annual Report to the Committee that detailed the 2018 goals and successes of his office along with targets for 2019.

Records Management Program

Keville and Records Management Coordinator Kevin Orr drafted a Records Management Program to improve countywide records management. With this Committee's approval, they would like to submit to Finance, Ways and Means to review for Board adoption. Department heads would designate a liaison from their respective departments to the Records Management Advisory Board. They would inventory all department records, ensure compliance with State Archives and establish department specific policies for records retention.

DMV/Clerk Positions

Keville presented a draft resolution to abolish one full-time Motor Vehicle Representative/Recording Clerk position in order to create and fill a full-time Senior Motor Vehicle Representative position due to reallocation of duties in the department and to meet requirements of the 2017 State DMV audit. It was the consensus of the Committee to move the resolution forward to the Government Operations Committee.

Map Promotion

County Clerk Michael informed the Committee that high definition wax prints of Madison County town and village historical maps can now be purchased in the Clerk's Office. Keville would like to have Maintenance frame and hang the maps near the new single point of entry to promote them for purchase. The increased revenue would offset the cost of the Real Property printer. Supervisor Bono recommended bringing the request to the Committee of the Whole for consideration.

DMV Closure

The DMV Office will close early on Friday, March 1st and be closed all day on Monday, March 4th for floor construction. The closure will be posted and promoted on Facebook, the County website and through a press release.

III. County Treasurer:

2019 Sales Tax Report

Treasurer Cindy Edick presented the analysis of sales tax receipts for 2019. At this time, sales tax is up 5.89% (\$115,848) from 2018.

GovPilot/ImageMate

Real Property Director/Deputy Treasurer Rebecca Marsala reported that the potential seen with GovPilot has not materialized. Only one of fifteen years of data has been uploaded, making it unusable. The contract with GovPilot has not been renewed. Other counties are using an upgraded ImageMate program with positive reviews. Marsala recommends continuing with ImageMate and will reach out to determine the cost to upgrade. She will bring the estimates back to this Committee for consideration.

IV. Finance Director:

Department Update

County Administrator Mark Scimone reported that Finance Director Lou Anne Randall has reviewed processes in her department in regards to office staffing and the claims audit functions and made the following recommendations:

1. Fill vacant Junior Accountant position for MUNIS contract entry, non-profit payment coordination, AUD preparation assistance, capital asset coordination, and claims auditor backup.
2. Confidential Secretary Chris Lawrence will continue handling the claims audit process with Finance backup. Upon Lawrence's retirement, the process will move to the Finance Office.
3. The Finance Director will serve as County Auditor and prepare reports for the Board.

It was the consensus of the Committee to move forward with these recommendations.

Scimone reported that Randall and her staff are preparing the AUD for April 30th completion.

V. Resolutions:

1. Resolution opposing the proposed and amended 2020 Executive State Budget impacting Aid and Incentives to Municipalities and State cost shifts to Counties
2. Authorizing the Chairman to enter into an agreement with Systems East, Inc.
3. Authorizing the Chairman to enter into an agreement with BPAS Actuarial and Pension Services, LLC
4. Authorizing the Chairman to enter into an agreement with Fiscal Advisors & Marketing, Inc.
5. Authorizing the Chairman to enter agreement with Madison County Fair for 2019
6. Authorizing the modification of the 2019 adopted County budget (MC Fair)
7. Authorizing the modification of the 2019 adopted County budget (Computer Software Maintenance)
8. Authorizing the modification of the 2019 adopted County budget (Courthouse)
9. Authorizing the modification of the 2019 adopted County budget (Highway)
10. Authorizing the modification of the 2019 adopted County budget (Clockville Water District)
11. Authorizing the modification of the 2019 adopted County budget (Highway Facility Land Acquisition)
12. Authorizing the modification of the 2019 adopted County budget (Bundled Rollover)
13. Authorizing the modification of the 2019 adopted County budget (Road Machinery Fund)
14. Authorizing the modification of the 2019 adopted County budget (DSS SNAP)
15. Authorizing the modification of the 2019 adopted County budget (Landfill)
16. Authorizing the modification of the 2019 adopted County budget (Sheriff's Vehicle Cameras)

17. Authorizing the modification of the 2019 adopted County budget (Sheriff's Handguns)
18. Authorizing Chairman to accept funds from the NYS Stop DWI Foundation and modifying the 2019 adopted County budget
19. Authorizing Chairman to accept additional grant funds from the NYS Stop DWI Foundation and modifying the 2019 adopted County budget – Stop DWI Statewide Crackdowns with High Visibility Enforcement
20. Authorizing the modification of the 2018 adopted County budget (Personal Services)
21. Authorizing the modification of the 2018 adopted County budget (Social Security)
22. Authorizing the modification of the 2018 adopted County budget (Central Garage)
23. Authorizing the modification of the 2018 adopted County budget (Central Postage)
24. Authorizing the modification of the 2018 adopted County budget (Central Print & Supply)
25. Authorizing the modification of the 2018 adopted County budget (Central Security)
26. Authorizing the modification of the 2018 adopted County budget (Central Telephone)
27. Authorizing the modification of the 2018 adopted County budget (County Road Fund)
28. Authorizing the modification of the 2018 adopted County budget (Road Machinery Fund)
29. Authorizing the modification of the 2018 adopted County budget (Disability)
30. Authorizing the modification of the 2018 adopted County budget (Employee Health Insurance)
31. Authorizing the modification of the 2018 adopted County budget (Grant Salary and Fringes)
32. Authorizing the modification of the 2018 adopted County budget (Photocopy Usage and Lease Expenses)
33. Authorizing the modification of the 2018 adopted County budget (Retirement)
34. Authorizing the modification of the 2018 adopted County budget (Sales and Use Tax)
35. Authorizing the modification of the 2018 adopted County budget (Unemployment Benefits)
36. Authorizing the modification of the 2018 adopted County budget (Workers Comp)
37. Authorizing the modification of the 2018 adopted County budget (Sheriff Corrections)
38. Authorizing the modification of the 2018 adopted County budget (Landfill)

After review of resolutions 1-38, C. Moses motioned to approve; seconded by R. Bargabos. Motion unanimously approved.

39. Directing the County Attorney's Office to draft Legislation to allow Madison County to impose an additional Mortgage Recording Tax in Madison County
40. Directing the County Attorney's Office to draft Legislation to allow Madison County to increase its Access Line Surcharge to pay for the cost of maintaining and operating an Emergency 911 Communications System
41. Increasing the Surcharge on each Wireless Communications Service to pay for the costs of maintaining and operating an Emergency 911 Communications System

Discussion: In regards to resolutions 40 and 41, Supervisor Bargabos recommended removing the sunset clause as the cost will not go away. Scimone stated that the grant could go away also. It was the consensus of the Committee to remove the 10-year time frame language from the resolutions.

After review of resolutions 39-41, R. Bargabos motioned to approve; seconded by R. Bargabos. Motion unanimously approved.

42. Authorizing the modification of the 2019 adopted County budget (Information Technology)
- Motion by C. Moses to approve the resolution; seconded by M. Cavanagh. Motion unanimously approved.

VI. Other Committee Business:

Sullivan Business Park

Board Chairman John Becker stated that the Town of Sullivan Harbor Lights Business Park Board met yesterday to discuss the interest being shown by the Air Force to potentially lease a plot of land within the park and to discuss the environmental steps that still need to be taken for wetland mitigation. IDA Director Kipp Hicks stated that a national site selector was also looking for at the property for a distribution facility that would bring many jobs. Hicks recommended providing the mitigation plan to leads for them to consider paying to acquire property.

Amend Local Law 487

County Attorney Tina Wayland-Smith is drafting an amendment to Local Law #5 of 1984 authorizing the County of Madison to Share in the expenses of Assessment Review Proceedings and Appeals to address Real Property Tax Law § 487 Exemption from taxation for certain energy systems. Degear recommended adding a clause that the County be notified within a reasonable amount of time if legal defense is needed. Currently, only the assessor is notified. Additional recommendations will be sent to the County Attorney to prepare a draft amendment for the next committee meeting.

VII. Preferred Agenda:

A motion was made by C. Moses to include all A&O resolutions with the exception of 39, 40, and 41 on the Preferred Agenda; second by R. Bargabos. Motion unanimously approved.

VIII. Next Meeting Date: March 28, 2019 @ 9:00 a.m.

IX. Adjournment:

The Committee adjourned at 10:25 a.m. on the motion of R. Bargabos and second of C. Moses. Motion unanimously approved.

Respectfully submitted by Christine J. Coe on behalf of Chairman John A. Reinhardt and approved on March 28, 2019.

MADISON COUNTY DEPARTMENT OF PERSONNEL/CIVIL SERVICE

COUNTY OFFICE BUILDING
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GOVERNMENT OPERATIONS COMMITTEE February 28, 2019

Minutes

Present: M. Cavanagh, D. Degear and P. Walrod

Absent: R. Bono

Also Present: R. Aylward, J. Becker, R. Bradstreet, D. Curtis, C. Edick, M. Keville,
P. Lutwak, J. Reinhardt, M. Scimone, T. Wayland-Smith and E. Zehr

D. Degear called the meeting to order at 9:52 a.m.

Motion by P. Walrod. Second by C. Moses. The motion was unanimously approved.

- I. MINUTES** – Minutes from January 31, 2019 and February 12, 2019- Motion by C. Moses to approve minutes from January 31, 2019 and February 12, 2019. Second by M. Cavanagh. The motion was unanimously approved.

II. RESOLUTIONS

- A. Abolishing a Motor Vehicle Representative Position and Creating a Senior Motor Vehicle Representative Position in the Office of the County Clerk - Motion by C. Moses to approve the resolution. Second by M. Cavanagh. The motion was unanimously approved.
- B. Authorizing the Modification of the 2019 Adopted Budget – IT - Motion by P. Walrod to approve the resolution. Second by M. Cavanagh. The motion was unanimously approved.
- C. Authorizing the Modification of the 2019 Adopted Budget – IT - Motion by P. Walrod to approve the resolution. Second by M. Cavanagh. The motion was unanimously approved.
- D. Authorizing the Chairman to Enter into an Agreement with VAR Technology Finance - Motion by C. Moses to approve the resolution. Second by P. Walrod. The motion was unanimously approved.
- E. Authorizing the Chairman to Enter into an Agreement with TVC Albany, Inc. - Motion by M. Cavanagh to approve the resolution. Second by C. Moses. The motion was unanimously approved.
- F. Authorizing Out of State Travel – Sheriff - Motion by P. Walrod to approve the resolution. Second by M. Cavanagh. The motion was unanimously approved.
- G. Authorizing Out of State Travel – Sheriff - Motion by P. Walrod to approve the resolution. Second by M. Cavanagh. The motion was unanimously approved.

- H. Authorizing Out of State Travel – Sheriff - Motion by C. Moses to approve the resolution. Second by P. Walrod. The motion was unanimously approved.
- I. Authorizing the Chairman to Enter into an Agreement with BPAS Actuarial and Pension Services, LLC - Motion by P. Walrod to approve the resolution. Second by M. Cavanagh. The motion was unanimously approved.
- J. Authorizing the Chairman of the Board to Enter into an Agreement – CSEA - Motion by P. Walrod to approve the resolution. Second by M. Cavanagh. The motion was unanimously approved.
- K. Reallocating Probation Titles - Motion by P. Walrod to approve the resolution. Second by M. Cavanagh. The motion was unanimously approved.
- L. Appointing a Director of Veterans Service Agency, Abolishing an Assistant Director of Veterans Service Agency Position and Creating a Veterans Service Counselor Position - Motion by P. Walrod to approve the resolution. Second by M. Cavanagh. The motion was unanimously approved.

III. PREFERRED AGENDA VOTE- Motion by C. Moses to include resolutions A, B, C, D, E, F, G, H, I, K and L in the Government Operations Committee Preferred Agenda. Second by P. Walrod. The motion was unanimously approved.

IV. OTHER

- A. NACO Leadership Program – M. Scimone reported on the NACO Leadership Program that employees are participating in. Scimone stated that feedback from current participants has been very positive and he recommends that we continue to utilize this training for employees new to leadership roles.
- B. Non-Represented Policy – the Personnel Department was presented with a scenario in which language in an inter-municipal agreement appears to contradict language in the county’s non-represented policy regarding overtime pay. The committee asked that the agreement be reviewed and that this topic be discussed at the next meeting.
- C. Affordable Care Act – R. Aylward informed the committee of an IRS notice received by the county, related to a 2016 Affordable Care Act reporting error. Outside counsel assisted with the county’s response which Aylward will issue. Any follow-up by the IRS will be brought before the Government Operations Committee for consideration. Reporting for other years has been reviewed.

V. MOTION TO ENTER EXECUTIVE SESSION-Motion by P. Walrod to enter executive session. Second by C. Moses. The motion was unanimously approved.

- A. Negotiations
- B. Labor Relations
- C. Personnel Matters
- D. Salary Matter
- E. Performance Appraisals

Motion by C. Moses to exit executive session. Second by M. Cavanagh. The motion was unanimously approved.

Motion by C. Moses to end the meeting. Second by P. Walrod. The motion was unanimously approved.

VI. NEXT MEETING: Next Committee Meeting: March 28, 2019 immediately following the Finance, Ways and Means Committee