

**GOVERNMENT OPERATIONS
COMMITTEE MINUTES
December 4, 2007**

ATTENDANCE: Hon. Legislator Francis Mitchell, Chair, Hon. Legislator Michael Lepak, Hon. Legislator Ann Petrus, Vice-Chair, Hon. Legislator Daniel Schuster, and the Hon. Legislator Michele Sedor

EXCUSED: Hon. Legislator Paul Dudley, and the Hon. Legislator Steven Netti

OTHERS PRESENT: Wayne Allen, County Manager, Hon. Legislator George Fearon, Chairman, Hon. Legislator Steve Cuddeback, Hon. Legislator-Elect Daniel Sincebaugh, Hon. Legislator Peter Tortorici, Hon. Legislator Christopher Palermo, Cheryl Heary, Commissioner of Board of Elections, Nicholas Valenti, Director of Veteran Services, and Lisa Sigona, Recording Secretary

CALL TO ORDER: Hon. Legislator Francis Mitchell, Chair, called the Government Operations Meeting to order on Tuesday, December 4, 2007 at the Cayuga County Office Building, Caucus Room 1, 6th Floor at 6:57 p.m.

APPROVED MINUTES: Hon. Legislator Mitchell asked for a motion to approve the minutes for the Government Operations Meeting of November 7, 2007. Motioned by Hon. Legislator Petrus, seconded by Hon. Legislator Sedor. Unanimously all in favor, passed.

APPOINTMENTS AND RE-APPOINTMENTS: None.

RESOLUTIONS:

- 1.) To Fix Date, Time and Place of the Meeting to Organize the Cayuga County Legislature for 2008. **This resolution was accepted and passed at last month's Government Operations Committee Meeting.**
- 2.) Allow the Chairman of the Legislature to Sign a Renewal Maintenance Agreement on a Copier for the Cayuga County Veterans Service Agency. **Motioned by Mr. Schuster, seconded by Mrs. Sedor. Discussion: Contract from 12/1/07 through 11/30/08. Cost: \$565. Unanimously all in favor, passed. Mr. Valenti thanked the Committee.**
- 3.) Authorizing the Purchase of a Folding Machine for the Board of Elections and the Transfer of Funds for this Purpose. **Motioned by Mrs. Petrus, seconded by Mrs. Sedor. Discussion: State Bid from Staples. This machine will fold in sixes which the absentee ballots, etc. need to be folded in. Cost: \$1,425. Need to amend prices. Unanimously all in favor, passed.**
- 4.) Establishing the Salary for Cayuga County Clerk. **Motioned by Mrs. Sedor, seconded by Mrs. Petrus. Discussion: 3.9% for each year from 2008 to 2011, same as contract settlements. Needs to be done before the County Clerk starts new term on 1/1/08. Unanimously all in favor, passed.**
- 5.) Establishing a Self-Funded Worker's Compensation Plan Commencing January 1, 2008. **Motioned by Mrs. Petrus, seconded by Mr. Schuster. Discussion: Mr. Westphal, County Attorney, reviewed before this came to Government Operations Committee. Mr. Allen presented information to the Committee on the advantages to go self-funded workers' compensation. Costs are lower, Towns and Villages are on board with this, it's uncompetitive. There will be Stop Loss Insurance between \$80,000 to \$100, 000 – approximately whatever the premium is. This will allow us to have risk management, safety training and advice, and give us experience ratings for each participant. All existing claims will be kept and covered by State Insurance Fund (SIF). There will be an audit by**

SIF and an adjustment will be made at some cost to the County. A Request for Proposal was done for 3rd Party Administrator; lowest bidder was Benitek for three (3) years at \$98,000 a year. Towns and Villages are anxious to look at alternatives, all Towns and Villages must participate. It will be an active plan with quarterly meetings. This will give the County a better handle on it and hope to lower workers' compensation cases and costs. The County will have to initially fund the workers' compensation fund balance, but the County starts out with zero cases. The 3rd Party Administrator handles all the paperwork and they will assess a way to charge the municipalities to pay their fair value. Stop Loss Insurance is purchased like a deductible and this helps tax flow. If this resolution does not pass, there will be a need to have additional monies put in the 2008 budget to cover costs for the SIF 2008 contracts and R.G. Wright Insurance Company, the underwriters of the policy. Mr. Allen was asked, by Committee, to follow up on questions regarding the process and concerns the Committee had and they would vote to pass the resolution at this time. Unanimously all in favor, passed.

- 6.) Added 12/4/07. Appointing Project managers for the County's Installation of Software. Motioned by Mr. Lepak, seconded by Mr. Schuster. Discussion: This resolution appoints two (2) employees in the Data Processing Department to oversee the project of installation for the new financial software the County has purchased. The original resolution requested \$5,000 per employee for additional payment due to additional work for the project. The Committee felt the additional pay should be stricken at this point in time and allow the employees to be the lead contacts for the project then go from there in the future regarding additional payment. It was noted that one of the two employees will be retiring in 1 to 1 ½ years and that employee wants to be a willing participant in the new software installation. Unanimously all in favor, as amended without the additional \$5,000 per employee payment, passed.

COMMITTEE DISCUSSION:

- 1.) Resolution Regarding Administration of County's Worker's Compensation Plan. See Resolution #5 above for explanation.

OLD BUSINESS:

- 1.) Rules of Procedure.

The Committee discussed the Rules of Procedure at 6:13 p.m. until 6:57 p.m. since the Economic Development and Planning Committee ended early and the majority of members were available for the Government Operations Committee to continue with the Rules of Procedure. Mrs. Sedor and Mr. Sincebaugh had stepped out of the Caucus Room and Mr. Lepak had not arrived to the County Office Building until it was time to start the Government Operations Committee Meeting.

Suggestions and corrections were made for a final draft of the Rules of Procedure among the Committee Members which included Mr. Palermo, Mr. Tortorici and Chairman Fearon.

Next Government Operations Committee Meeting is scheduled for Monday, January 7, 2008 at 7:00 p.m.

ADJOURNMENT: Hon. Legislator Michael Lepak motioned to adjourn the Government Operations Meeting at 8:41 p.m., seconded by the Hon. Legislator Ann Petrus, all in favor of motion to adjourn.

Respectfully Submitted,
Lisa Sigona, Recording Secretary

Minutes Approved: 1.7.08