

**Members Attending:** Mr. Forsythe, Mr. Acres, Ms. Arquiett, Mr. Arquiett, Mr. Burke, Ms. Curran, Mr. Denesha, Mr. Fay, Mr. Haggard, Mr. Leader, Mr. Lightfoot, Mr. Perkins, Mr. Reagen, Mr. Sheridan, and Ms. Terminelli

**Others Attending:** Ruth Doyle, Dylan Soper, Kelly Pearson, Renee Cole, Steve Button, Jonnie Dorothy, Mike Cunningham, Jay Ulrich, Dana McGuire, Adam Simmons, James McGahan, Chris Rediehs, Brooks Bigwarfe, Sandy Santamoor, Don Chambers, Jason Marx, Jason Pfothenauer, and Dale Grant

**1. CALL TO ORDER AND APPROVAL OF AGENDA** – Mr. Forsythe called the meeting to order at 5:30 p.m. Ms. Terminelli moved to approve the agenda, seconded by Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

**2. APPROVAL OF MINUTES** – Ms. Arquiett moved to approve the October 21<sup>st</sup> meeting minutes, seconded by Mr. Forsythe, and carried unanimously by a voice vote with fifteen (15) yes votes.

### **3. SHERIFF – KEVIN WELLS**

Undersheriff Bigwarfe presented the following resolutions in Sheriff Well's absence.

A. Modifying the 2019 Budget for the St. Lawrence County Sheriff's Supervisor Association, Inc. and St. Lawrence County Deputies Association, Inc. Contract Settlements (Res) – Mr. Burke moved to forward this resolution to full Board, seconded by Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

B. Modifying the 2019 Budget for the Sheriff's Office for Overtime Expenses for the Correctional Division (Res) – Mr. Arquiett moved to forward this resolution to full Board, seconded by Mr. Perkins, and carried unanimously by a voice vote with fifteen (15) yes votes.

C. Modifying the 2019 Budget for the Sheriff's Office to Accept 2018-2019 State Criminal Alien Assistance Program Funding from the Bureau of Justice Department (Res) – Ms. Curran moved to forward this resolution to full Board, seconded by Mr. Forsythe, and carried unanimously by a voice vote with fifteen (15) yes votes.

### **4. PLANNING – JASON PFOTENHAUER**

A. Modifying the 2019 Budget to accept a Scholarship from the New York State Department of Transportation for Bus Services (Res) – Mr. Burke moved to forward this resolution to full Board, seconded by Mr. Haggard, and carried unanimously by a voice vote with fifteen (15) yes votes.

B. Authorizing the Planning Office to Apply for Community Development Block Grant Funding and for the Chair to Sign Necessary Application Documentation and a Contract with the New York State Office of Community Renewal (Res) – Mr. Haggard moved to forward this resolution to full Board, seconded by Ms. Arquiett, and carried unanimously by a voice vote with fifteen (15) yes votes.

## **5. HUMAN RESOURCES – JONNIE DOROTHY**

A. Authorizing the Chair to Sign a Contract with Right Rx, LLC D/B/A US-Rx Care for Prescription Management (Res) (Info) – Mr. Forsythe moved to forward this resolution to full Board, seconded by Mr. Lightfoot, and carried unanimously by a voice vote with fifteen (15) yes votes.

B. Authorizing the Chair to Sign a Contract with TrustedEmployees.com for Background Screening (Res) – Mr. Perkins moved to forward this resolution to full Board, seconded by Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

## **6. BUILDINGS AND GROUNDS – DALE GRANT**

A. Modifying the 2019 Budget for Governmental Services for Capital Infrastructure (Res) – Mr. Perkins moved to forward this resolution to full Board, seconded by Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

Mr. Grant gave an update on the ceiling repair in the Board Chambers.

## **7. INFORMATION TECHNOLOGY – MIKE CUNNINGHAM**

A. Approval of Revised St. Lawrence County Information Technology Acceptable Use Policy (Res) – Ms. Terminelli moved to forward this resolution to full Board, seconded by Mr. Perkins.

Mr. Haggard moved to amend the resolution to remove the clean desk rules portion of the policy, seconded by Mr. Burke. After further discussion Mr. Haggard withdrew the motion, and Mr. Burke withdrew his second to the motion.

Mr. Haggard moved to amend the resolution to include “it is a goal to achieve best practice to establish a clean desk policy” under the Clean Desk Rules portion of the policy, seconded by Mr. Burke.

Mr. Acres called the questions, seconded by Mr. Forsythe, and carried unanimously by a voice vote with fifteen (15) yes votes.

Motion carried on the amendment by a voice vote with fifteen (15) yes votes.

Amended resolution carried by a voice vote with fifteen (15) yes votes.

## **8. VACANCY REVIEW COMMITTEE**

A. DISTRICT ATTORNEY – Jason Marx spoke to the following vacancy:  
Fill Assistant District Attorney (Position No. 026800010)

B. SHERIFF – Brooks Bigwarfe spoke to the following vacancies:  
Fill Undersheriff (Position No. 607000001)  
Fill Deputy Sheriff - Detective (Position No. 605500003)  
Abolish Deputy Sheriff and Create and Fill Deputy Sheriff - Detective (6055000005)

C. COUNTY CLERK – Sandy Santamoor spoke to the following vacancies:  
Fill Index Clerk Position (Position No. 025000010)  
Fill First Deputy County Clerk (Position No. 025000001)

## **9. COUNTY ADMINISTRATOR'S REPORT – RUTH DOYLE**

Ms. Doyle said CSEA negotiations will begin tomorrow.

Last week Ms. Doyle attended REDI Planning Commission meeting, and the next meeting will be held in Albany on November 20<sup>th</sup>. The Army Corp of Engineers and the Lake Ontario Level Control Board were in town last week to hear the challenges on how to build for the future. FEMA is working on an update to the flood plain elevation map.

Ms. Doyle said she, Dylan Soper, and Mike Cunningham attending a tour of LC Drives. They are scheduled to come to the Committee Meeting on December 9<sup>th</sup> to give a presentation.

The next sales tax negotiations with the City of Ogdensburg is scheduled for Thursday at 3 p.m.

A resolution including a budget modification will be brought to the Board of Legislators next month for US-RxCare.

Ms. Doyle is requesting a meeting with the Space Committee next Monday at 4:15 p.m.

## **10. COMMITTEE REPORTS**

- A. Agriculture & Farmland Protection Board – Mr. Denesha
- B. Alternatives to Incarceration Board (Burke) – no report
- C. Board of Trustees for Supreme Court Library – Mr. Haggard
- D. Emergency Medical Services Advisory Board – no report
- E. Environmental Management Council – no report
- F. Fire Advisory Board – Mr. Denesha
- G. Intercounty Legislative Committee – no report
- H. Jury Board – no report
- I. Planning Board – Mr. Fay

**11. OLD/NEW BUSINESS** – There is no old/new business.

**12. EXECUTIVE SESSION** – Executive Session will be held in conjunction with the following Services Committee Meeting.

**13. ADJOURNMENT** – Chair Denesha moved to adjourn the November Operations Committee Meeting at 6:46 p.m., as there was no further business.