ONEIDA COUNTY BOARD OF LEGISLATORS

ONEIDA COUNTY OFFICE BUILDING • 800 PARK AVENUE • UTICA, N.Y. 13501-2977

Gerald J. Fiorini
Chairman
(315) 798-5900

Mikale Billard
Clerk
(315) 798-5404

George Joseph
Majority Leader

Philip M. Sacco
Minority Leader

EXPEDITED COMMUNICATIONS FOR DISTRIBUTION
September 14, 2016

(Correspondence relating to upcoming legislation, appointments, petitions, etc.)

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AVAILABLE ON WEBSITE ONLY
www.ocgov.net

ONEIDA COUNTY DEPARTMENT OF LAW

Oneida County Office Building
800 Park Avenue ♦ Utica, New York 13501-2975
(315) 798-5910 ♦ fax: (315) 798-5603 ♦ www.ocgov.net

Anthony J. Picente, Jr.
County Executive

Peter M. Rayhill
County Attorney

July 5, 2016

FN 20 16 - 292

WAYS & MEANS

Hon. Anthony J. Picente, Jr.
Oneida County Executive
800 Park Avenue
Utica, New York 13501

Re: Verona Fire District – Revenue Sharing Agreement

Dear Mr. Picente:

As you know, casino revenue sharing proceeds are being used to assist various entities in Oneida County, particularly host communities. To that end, the County gave the Verona Fire District $100,000 last year and has delegated the same amount for 2016.

Enclosed you will find an agreement between the County of Oneida and Verona Fire District to support the costs of fire protection and emergency services to the citizens and facilities within the district.

If this agreement meets with your approval, please forward it to the Board of Legislators for their consideration. Thank you.

Very truly yours,

Peter M. Rayhill, Esq.
Oneida County Attorney

Reviewed and Approved for submittal to the Oneida County Board of Legislators by

Anthony J. Picente, Jr.
County Executive

Date 8/18/16

RECEIVED
AUG 18 2016

2.

Oneida Co. Department: County Attorney's Office

Competing Proposal _____
Only Respondent _____
Sole Source RFP _____
Other _____

ONEIDA COUNTY BOARD OF LEGISLATORS

Name & Address of Vendor: Verona Fire District
5555 Volunteer Avenue
Verona, New York 13478

Title of Activity or Service: Revenue Sharing Agreement

Proposed Dates of Operation: 1/1/16-12/31/16

Client Population/Number to be Served: Residents of Verona Fire District

Summary Statements
1) Narrative Description of Proposed Services: To assist the District in carrying out its duties and hold harmless from revenue loss from the OIN Settlement Agreement

2) Program/Service Objectives and Outcomes:

3) Program Design and Staffing:

Total Funding Requested: $100,000.00 **Account #:** A1915.49585

Oneida County Dept. Funding Recommendation: $100,000.00

Proposed Funding Sources (Federal $/ State $/County $): 100% County
Cost Per Client Served:
Past Performance Data:
O.C. Department Staff Comments:

JOSEPH J. TIMPANO
Comptroller

SHERYL A. BROWN
Deputy Comptroller

DEBORAH S. JOANIS
Deputy Comptroller - Administration

ONEIDA COUNTY DEPARTMENT OF AUDIT & CONTROL
County Office Building • 800 Park Avenue • Utica, New York 13501
(315) 798-5780 • Fax: (315) 798-6415
E-Mail: jtimpano@ocgov.net

RECEIVED
AUG 22 2016
County Executive's Office

Memo

FN 20 16 - 293

PUBLIC WORKS

WAYS & MEANS

To: Anthony J. Picente Jr., County Executive
Board of Legislators

From: Joseph J. Timpano, Comptroller Joe

Date: August 22, 2016

Re: Bond Resolution

Attached please find a bond authorization resolution for the Consolidated Highway Road project as approved in the 2016 adopted capital budget.

H477 – Consolidated Highway Road $ 4,000,000

I respectfully request that Ways and Means and Board of Legislators consider this resolution at their September 14, 2016 meeting.

Thank you.

Cc: Mike Billard, Clerk of the Board
Sheryl Brown, Deputy Comptroller
Yuriy Rybalkin, Auditor II

RECEIVED
AUG 22 2016

Reviewed and Approved for submittal to the Oneida County Board of Legislators by

Anthony J. Picente, Jr.
County Executive

Date 8/22/16

4.

INTRODUCTORY ***F.N. 2016-***
NO. _____

ONEIDA COUNTY BOARD OF LEGISLATORS

RESOLUTION NO. _____

INTRODUCED BY: _____

2ND BY: _____

A RESOLUTION AUTHORIZING THE RECONSTRUCTION AND RESURFACING OF COUNTY ROADS IN AND FOR THE COUNTY OF ONEIDA, NEW YORK, AT A MAXIMUM ESTIMATED COST OF $4,000,000, AND AUTHORIZING THE ISSUANCE OF $4,000,000 BONDS OF SAID COUNTY TO PAY THE COST THEREOF. (H477)

BE IT RESOLVED, by the affirmative vote of not less than two-thirds of the total voting strength of the County Legislature of the County of Oneida, New York, as follows:

Section 1. The reconstruction and resurfacing of County roads in and for said County, including land or rights-in-land, sidewalks, curbs, gutters, landscaping and other incidental costs, is hereby authorized at a maximum estimated cost of $4,000,000.

Section 2. The plan for the financing of such maximum estimated cost is by the issuance of $4,000,000 bonds of said County hereby authorized to be issued therefor pursuant to the provisions of the Local Finance Law.

Section 3. It is hereby determined that the period of probable usefulness of the aforesaid class of objects or purposes is fifteen years, pursuant to subdivision 20(c) of paragraph a of Section 11.00 of the Local Finance Law.

Section 4. The faith and credit of said County of Oneida, New York, are hereby irrevocable pledged for the payment of the principal of and interest on such bonds as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such bonds becoming due and payable in such year. To the extent not paid from other sources, there shall annually be levied on all the taxable real property of said County, a tax sufficient to pay the principal of and interest on such bonds as the same become due and payable.

Section 5. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the issuance and sale of the bonds herein authorized, including renewals of such notes, is hereby delegated to the County Comptroller, the chief fiscal officer. Such notes shall be of such terms, form and contents, and shall be sold in such manner, as may be prescribed by said County Comptroller, consistent with the provisions of the Local Finance Law.

Section 6. All other matters except as provided herein relating to the serial bonds herein authorized including the date, denominations, maturities and interest payment dates, within the limitations prescribed herein and the manner of execution of the same, including the consolidation with other issues, and also the ability to issue bonds with substantially level or declining annual debt service, shall be determined by the County Comptroller, the chief fiscal officer of such County. Such bonds shall contain substantially the recital of validity clause provided for in Section 52.00 of the Local Finance Law, and shall otherwise be in such form and contain such recitals, in addition to those required by Section 51.00 of the

Local Finance Law, as the County Comptroller shall determine consistent with the provisions of the Local Finance Law.

Section 7. The validity of such bonds and bond anticipation notes may be contested only if:

1) Such obligations are authorized for an object or purpose for which said County is not authorized to expend money, or

2) The provisions of law which should be complied with at the date of publication of this resolution are not substantially complied with,

and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or

3) Such obligations are authorized in violation of the provisions of the Constitution.

Section 8. This resolution shall constitute a statement of official intent for purposes of Treasury Regulations Section 1.150-2. Other than as specified in this resolution, no monies are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside with respect to the permanent funding of the object or purpose described herein.

Section 9. This resolution, which takes effect immediately, shall be published in summary form in the Observer Dispatch and in the Rome Sentinel, the official newspapers of such County, together with a notice of the Clerk of the County Legislature in substantially the form provided in Section 81.00 of the Local Finance Law.

6.

ONEIDA COUNTY DEPARTMENT OF PUBLIC WORKS

ANTHONY J. PICENTE JR.
COUNTY EXECUTIVE

DENNIS S. DAVIS
COMMISSIONER

DIVISIONS:
BUILDINGS & GROUNDS
ENGINEERING
HIGHWAYS, BRIDGES & STRUCTURES
REFORESTATION

6000 Airport Road, Oriskany, New York 13424
Phone: (315) 793-6213 Fax: (315) 768-6299

August 19, 2016

FN 20 16-294

PUBLIC WORKS

WAYS & MEANS

Anthony J. Picente Jr.
Oneida County Executive
800 Park Ave.
Utica, NY 13501

Dear County Executive Picente,

Oneida County must vacate property and facilities located at the former Oriskany Airfield that will be sold to New York State. The Stop DWI office and Sheriff's records/evidence storage must be moved into 120 Airline Street, Oriskany.

On February 10, 2016 the Oneida County Board of Acquisition and Contract accepted a proposal from MARCH Associates, Architects and Planners, P.C., for $74,000.00, plus asbestos abatement project monitoring fees, to provide required professional consulting services for construction of a new Stop DWI office and Sheriff's records/evidence storage at 120 Airline Street, Oriskany.

If acceptable, please forward the enclosed contract to the Oneida County Board of Legislators for consideration.

Thank you for your support.

Sincerely,

Dennis S. Davis
Commissioner

cc: Mark E. Laramie, PE, Deputy Commissioner

RECEIVED
AUG 24 2016

Reviewed and Approved for submittal to the Oneida County Board of Legislators by

Anthony J. Picente, Jr.
County Executive

Date 8/24/16

7.

Oneida Co. Department: Public Works

Competing Proposal X
Only Respondent _____
Sole Source RFP _____

ONEIDA COUNTY BOARD OF LEGISLATORS

Name of Proposing Organization: MARCH Associates, Architects and Planners, P.C.
258 Genesee St.
Utica, NY 13502

Title of Activity or Service: Professional Consulting Services

Proposed Dates of Operation: Start on Contract Execution – 12/31/2015

Client Population/Number to be Served: N/A

Summary Statements
1) Narrative Description of Proposed Services:

Oneida County must vacate property and facilities located at the former Oriskany Airfield that are to be sold to New York State. The Stop DWI office and Sheriff's records and evidence storage must be moved into 120 Airline Street, Oriskany.

On February 10, 2016 the Oneida County Board of Acquisition and Contract accepted a proposal from MARCH Associates, Architects and Planners, P.C., for $74,000.00, plus asbestos abatement project monitoring fees, to provide required professional consulting services for construction of a new Stop DWI office and Sheriff's records/evidence storage at 120 Airline Street, Oriskany.

2) Program/Service Objectives and Outcomes: N/A

3) Program Design and Staffing: N/A

Total Funding Requested: $74,000.00 + **Account #:** H-539

Oneida County Dept. Funding Recommendation: $74,000.00 +

Proposed Funding Sources (Federal $/ State $/County $): County

Cost Per Client Served: N/A
Past Performance Data: N/A
O.C. Department Staff Comments: None

ONEIDA COUNTY DEPARTMENT OF WATER QUALITY & WATER POLLUTION CONTROL

51 Leland Ave, PO Box 442, Utica, NY 13503-0442
(315) 798-5656 wpc@ocgov.net FAX 724-9812

Anthony J. Picente, Jr.
County Executive

Steven P. Devan, P.E.
Commissioner

August 15, 2016

FN 20 16-295
PUBLIC WORKS
WAYS & MEANS

RECEIVED
AUG 17 2016
Oneida County Executive's Office

The Honorable Anthony J. Picente, Jr.
Oneida County Executive
800 Park Ave.
Utica, NY 13501

Re: Supplemental Appropriation-Whitesboro Interceptor Repair and Cleaning

Dear County Executive Picente:

As you are aware, a plug in 20" sewer line that is connected to the Whitesboro interceptor sewer became dislodged allowing wastewater to flow directly to the Mohawk River. The flow was stopped with a temporary plug but permanent repairs were made as soon as possible to avoid a reoccurrence. Furthermore, this situation has deposited significant debris in the interceptor which must be cleaned out as soon as possible to insure adequate capacity for wastewater in the sewer. Access must be constructed to the interceptor to complete this process. This process is ongoing.

The Department has also been monitoring a section of the Whitesboro interceptor sewer that has been exposed by a divergent stream. The situation is now such that the stream may threaten the integrity of the sewer line. This situation was corrected to avoid a potential sewage spill.

To cover the costs of repairs and cleaning of the interceptor sewer, a supplemental appropriation is required as the cost for this project was not included in the original 2016 budget. Fortunately, there is enough unappropriated fund balance in the Water Pollution Fund Balance to cover this.

I therefore request approval for the following **2016** supplemental appropriation:

TO: AA# G8120.495 WP Control – Sanitary Sewers – Other Expenses ..... $ 282,000.

This supplemental appropriation will be fully supported by unappropriated Fund Balance:

FROM: RA# G599 WP Control – Fund Balance..... $ 282,000.

Thank you for your consideration in this matter.

Sincerely,
THE ONEIDA COUNTY DEPARTMENT OF
WATER QUALITY AND WATER POLLUTION CONTROL

Steven P. Devan, P.E.
Commissioner

CC: County Attorney
Comptroller
Budget

RECEIVED
AUG 17 2016

Reviewed and Approved for submittal to the Oneida County Board of Legislators by

Anthony J. Picente, Jr.
County Executive

Date 8/17/16

9.

CERTIFICATE OF NECESSITY
(Ref. Sec. 306.C.3. of Oneida County Code)

Dated: August 11, 2016

To: Director of Purchasing
800 Park Ave.
Utica, NY 13501

This Is To Certify That:

A plug in 20" sewer line that is connected to the Whitesboro interceptor sewer became dislodged allowing sewage to flow directly to the Mohawk River. The flow was stopped with a temporary plug but permanent repairs need to be made as soon as possible to avoid a reoccurrence. Furthermore, this situation has deposited significant debris in the interceptor which must be cleaned out as soon as possible to insure adequate capacity for sewage in the sewer. Access must be constructed to the interceptor to complete this process.

Furthermore, the Department has been monitoring a section of the Whitesboro interceptor sewer in the same area that has been exposed by a divergent stream. The situation is now such that the stream may threaten the integrity of the sewer line. This situation must be corrected as soon as possible to avoid a potential sewage spill.

The existing condition of Whitesboro interceptor in this area constitutes a threat to health, safety, and property of the inhabitants of this County and requires immediate attention in accordance with Section 103(4) of the General Municipal Law.

Probable Vendors and Estimated Costs:

Install permanent plug in 20" sewer line: Marcellus Construction Company, Inc.	$ 17,000
Provide access to clean interceptor sewer: Marcellus Construction Company, Inc.	$ 160,000
Repair exposed section of interceptor sewer: Marcellus Construction Company, Inc.	$ 35,000
Provide cleaning of interceptor: National Water Main Cleaning Company	$ 60,000
Engineering: O'Brien & Gere	$ 10,000

Dated: 11 August 2016
Dennis S. Davis
Commissioner of Public Works

Dated: August 12, 2016
Peter M. Rayhill, Esq.
County Attorney

Dated: August 12, 2016
Anthony J. Picente, Jr.
County Executive

8/12/16
PURCHASING DEPARTMENT

Received: _____ P.O. No. _____ Cert. No. _____

10.

ANTHONY J. PICENTE JR.
County Executive

DENNIS S. DAVIS
Commissioner

DIVISIONS:
Buildings & Grounds
Engineering
Highways, Bridges & Structures
Reforestation

Oneida County Department of Public Works

6000 Airport Road w Oriskany, New York 13424
Phone: (315) 793-6213 w Fax: (315) 768-6299

August 18, 2016

FN 20 16 - 296

ECONOMIC DEVELOPMENT & TOURISM

Anthony J. Picente Jr
Oneida County Executive
800 Park Avenue
Utica, NY 13501

WAYS & MEANS

Dear County Executive Picente,

Reconstruction and expansion of the MVCC Plumley Building in Rome is progressing on schedule. The North and South additions are enclosed and substantially complete. At this time the possibility of significant unforeseen expenses has been minimized.

A favorable bidding environment allowed the project to come in under budget. During design there were a number of work items eliminated to make sure total expenses were within the available budget. Based on previous meetings with the college and County, a list of project enhancements was created to fulfill building and program requirements. Project enhancements have been separated into Phase 1 and Phase 2 work items. Design fees for Phase 1 work items have been approved. Please reference the enclosed proposal from JMZ Architects for a brief description of Phase 2 work items.

Plans and specifications must be prepared for Phase 2 work items. Required professional consulting services are outside the existing agreement with JMZ Architects. The total proposed fee for professional services associated with Phase 2 work items is $90,000.00.

On June 22, 2016 the Oneida County Board of Acquisition and Contracted approved Amendment No. 4 to the contract with JMZ Architects in the amount of $90,000.00 to provide professional consulting services associated with Phase 2 project enhancements. If acceptable, please forward Amendment No. 4 to the Oneida County Board of Legislators for consideration on **September 14, 2016**.

Fee Summary

Original Contract Fee:	$1,228,689.00	Schematic design, design development, & construction documents for building addition(s).
Amendment 001:	$0.00	Fee reallocation: schematic design & design development for Plumley Bldg. renovations
Amendment 002:	$1,314,325.00	Construction documents, bidding phase, and contract administration services.
Amendment 003:	$30,869.00	Project enhancements – Phase 1
Proposed Amendment 004	$90,000.00	Project enhancements – Phase 2
Proposed Contract Fee:	$2,663,883.00	

Thank you for your continued support.

Sincerely,

Dennis S. Davis
Commissioner

RECEIVED
AUG 19 2016

Reviewed and Approved for submittal to the Oneida County Board of Legislators by

Anthony J. Picente, Jr.
County Executive

Date 8/19/14

cc: Thomas Squires, MVCC Vice President of Admin. Svcs.
Mark E. Laramie, PE, Deputy Commissioner

11.

Oneida Co. Department: Public Works

Competing Proposal X
Only Respondent ____
Sole Source RFP ____

ONEIDA COUNTY BOARD OF LEGISLATORS

Name of Proposing Organization: JMZ Architects and Planners, P.C.
190 Glen Street - P.O. Box 725
Glens Falls, New York 12801

Title of Activity or Service: Professional Consulting Services

Proposed Dates of Operation: 3/1/2014 – 12/31/2016

Client Population/Number to be Served: N/A

Summary Statements
1) Narrative Description of Proposed Services:

Amendment No. 4 to contract with JMZ Architects in the amount of $90,000.00 to prepare plans and specifications for Project Enhancements – Phase 2. Total contract fee will be increased to $2,663,883.00.

2) Program/Service Objectives and Outcomes: N/A

3) Program Design and Staffing: N/A

Total Funding Requested: $2,663,883.00 Account #: H-497

Oneida County Dept. Funding Recommendation: $2,663,883.00

Proposed Funding Sources (Federal $/ State $/County $): $1,331,941.50 (County)
$1,331,941.50 (State)

Cost Per Client Served: N/A

Past Performance Data: N/A

O.C. Department Staff Comments: None

12.

ONEIDA COUNTY
OFFICE OF THE COUNTY EXECUTIVE

ANTHONY J. PICENTE, JR.
County Executive
ce@ocgov.net

FN 20 16-297

PUBLIC WORKS

WAYS & MEANS

August 31, 2016

Oneida County Board of Legislators
800 Park Avenue
Utica, New York 13501

Re: **State and Municipal Facilities Program ("SAM") Grant**
Upper Mohawk Valley Memorial Auditorium Infrastructure Improvements

Dear Honorable Members:

The Oneida County Board of Legislators approved the establishment of Capital Project H-512, UMVMAA – Auditorium Improvements II on August 13, 2014. The funding for this project was from State and Municipal Facilities Program (SAM) Grant from the Dormitory Authority State of New York (DASNY). This $1,000,000 grant was used to help fund the improvements to the Utica Auditorium.

The Dormitory Authority State of New York has sent the actual paperwork to be executed by the County of Oneida, which will enable the County to get reimbursed for the funds it provided for the Utica Auditorium repairs.

I therefore, respectfully request your Board accept and approve this contract for the SAM Grant with DASNY. Thank you for your prompt attention to this matter.

Respectfully submitted,

Hon. Anthony J. Picente, Jr.
Oneida County Executive

RECEIVED
AUG 31 2016

13.

Oneida Co. Department: **County Executive**

Competing Proposal _____
Only Respondent _____
Sole Source RFP _____
Grant/Revenue ____X___

ONEIDA COUNTY BOARD
OF LEGISLATORS

Name of Proposing Organization: Dormitory Authority of the State of New York
515 Broadway
Albany, NY 12207

Title of Activity or Service: Upper Mohawk Valley Memorial Auditorium Infrastructure Improvements

Proposed Dates of Operation: Upon execution – 3/11/19

Client Population/Number to be Served: Oneida County Residents

Summary Statements

1) Narrative Description of Proposed Services

These grant funds are part of a "State and Municipal Facilities (SAM) Program" grant offered by the New York State Dormitory Authority for continued renovations at the Upper Mohawk Valley Memorial Auditorium. Funding is to be used for infrastructure improvements to both the interior and the exterior of the facility.

2) **Program/Service Objectives and Outcomes:** To provide additional infrastructure improvements to the Memorial Auditorium.

3) **Program Design and Staffing**: N/A

Total Funding Requested: $1,000,000.00 **Account #** Capital Project H-512

Oneida County Dept. Funding Recommendation: $1,000.000.00

Proposed Funding Sources (Federal $/ State $/County $): State $
(Dormitory Authority of New York State)

Cost Per Client Served: N/A

Past Performance Data: N/A

O.C. Department Staff Comments:

Anthony J. Picente, Jr
Oneida County Executive

John P. Talerico
Commissioner

RECEIVED
AUG 30 2016
Oneida County Executive's Office

ONEIDA COUNTY DEPARTMENT OF PERSONNEL

County Office Building 800 Park Avenue Utica, New York 13501-2986
Phone: (315) 798-5725 Fax: (315) 798-6490 Email: personnel@ocgov.net
Web site: www.ocgov.net

August 29, 2016

FN 20 16-298

Reviewed and Approved for submittal to the Oneida County Board of Legislators by

GOVERNMENT OPERATIONS

Anthony J. Picente, Jr.
County Executive

WAYS & MEANS

Date 8/30/16

Anthony J. Picente, Jr.
Oneida County Executive
800 Park Avenue
Utica, New York 13501

Dear County Executive Picente:

I am in receipt of correspondence from Oneida County Director of Central Services Anne Hartman, requesting the creation of two new full-time positions in the Department of Central Services. Her justification letter is attached. I have reviewed the New Position Duties Statement and determined the appropriate titles to be Manager of Infrastructure Services and Manager of Help Desk and Desktop Operations. I have added these titles to the Oneida County Classification Plan and have attached the adopted job specifications. I am recommending the salary for these titles be set at Grade 40M Step 2 at $60,628.

In my review of these titles, I have also determined that the title of Information Technology Project Manager, currently 38M Step 2 at $56,347, should also be reallocated to Grade 40M based on the similar nature of qualifications and job duties.

If you concur, please forward this letter to the Board of Legislators and ask that they: 1) set the salary for the titles of Manager of Infrastructure Services and Manager of Help Desk and Desktop Operations at Grade 40M Step 2 at $60,628, 2) create one full time position of Manager of Infrastructure Services and one full time position of Manager of Help Desk and Desktop Operations, and 3) reallocate the title of Information Technology Project Manager to grade 40M.

Sincerely,

John P. Talerico
Commissioner

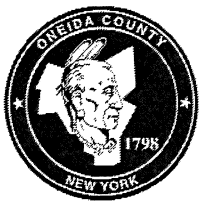
RECEIVED
AUG 31 2016

Attachments

Copy: Anne Hartman, Director of Central Services

15.

Anthony J. Picente Jr.
County Executive



Anne B. Hartman
Director

ONEIDA COUNTY DEPARTMENT OF CENTRAL SERVICES

Oneida County Office Building ◆ 800 Park Avenue ◆ Utica, New York 13501
(315) 798-5905 ◆ Fax: (315) 797-3047 ◆ Email: helpdesk@ocgov.net

August 29, 2016

John Talerico
Personnel Commissioner
800 Park Avenue
Utica, NY 13501

Subject: Request to add Titles and create Positions for Manager of Help Desk and Desktop Operations and Manager of Infrastructure Services and to upgrade position Information Technology Project Manager

Dear Commissioner Talerico:

I am writing to request the addition of the Civil Service Titles Manager of Help Desk and Desktop Operations and Manager of Infrastructure Services for Oneida County Government. I also request that these positions be created in the Central Services Department in 2016. New Position Duties Statements for each position being requested is attached for your review and consideration. I recommend for your consideration that the grade and salary for both positions be set at Grade 40 with a 2016 starting salary of $60,628. The grade for Information Technology Project Manager should also be raised to Grade 40.

If approved, the Manager of Help Desk and Desktop Operations will be responsible for daily operation of the Information Technology (IT) Helpdesk focusing primarily on assigning tasks to desktop support staff and following up to ensure total customer satisfaction with Central Services support. This position will be responsible for coordinating development of a Desktop Procedures Manual which will aid us in making sure that desktop equipment is configured correctly and will also oversee the development and maintenance of a complete, county-wide inventory of hardware, software and sensitive data.

The Manager of Infrastructure Services, if approved by Oneida County, will be responsible for overseeing Oneida County's technical infrastructure services including MPLS, microwave and fiber network connections; installation, setup and maintenance of storage area networks, switches, routers, firewalls, virtual servers and active directory services. This position will focus heavily on securing the County Network and will oversee implementation of a configuration management strategy to ensure changes made to systems county-wide are well planned, well executed and well documented.

The demand on Central Services is significant. We must ensure that all systems remain operational at all times. Systems include email which is essential to efficient communications; payroll, general ledger, mapping, tax collection and personnel and health insurance systems; case management tools for departments including the District Attorney, Probation and Public Defender; access to New York State (NYS) applications for Health, Office for the Aging and Mental Health; maintenance of the Voter Registration System and remote collection of voting results for the Board of Elections; electronic health records and the list just goes on.

16.

Central Services must also ensure that the sensitive records on these and all of our systems remain secure and well defended against cyber-attack. The cyber threat faced by local governments like Oneida County is growing at an alarming rate. The cyber security landscape is changing and evolving on a daily basis. Organizations like ours are under an Advanced Persistent Threat (APT) of cyber-attack. An APT is a network attack in which an unauthorized person gains access to a network and stays there undetected for a long period with the intention to steal data rather than to cause damage to the network or organization. Although there is no reason to believe the Oneida County network has been breached, security experts report that most organizations are already compromised in some way and just don't know it. The data attackers are seeking most now are medical records. Security experts consider 2015 The Year of the Healthcare Breach with approximately 100 million records compromised. Healthcare records alone accounted for 34% of all known records breached in 2015. According to security experts, even partial medical records are worth up to $50 each on the black market while credit card numbers are currently only worth about $1 each. Cyber criminals want the sensitive medical data resident on networks like we have at Oneida County for personal gain. The addition of the Manager of Help Desk and Desktop Operations and Manager of Infrastructure Services titles at Oneida County is intended to aid Central Services in ensuring adequate protection of health records and all sensitive records on the Oneida County Network.

Thank you sincerely for considering my request and for forwarding it to the County Executive if you determine it's appropriate to do so. If at all possible, I request that this request be sent to the Board so that it appears on their docket in October 2016.

Thank you,

Anne B. Hartman
Director, Central Services

Cc: Al Candido, Chief of Staff

17.

Civil Division: Oneida County Government
Jurisdictional Class: Competitive
EEO Category: Professional
Adopted: 08/23/16

MANAGER OF INFRASTRUCTURE SERVICES

DISTINGUISHING FEATURES OF THE CLASS: The incumbent in this class is responsible for coordinating, scheduling and overseeing all network, data communication, technical services, cyber security issues and data center operations activities within an Information Technology (IT) Department. This work includes responsibility for understanding the formulation and interpretation of policy as it relates to the infrastructure services within an IT Department. The incumbent will work directly with department administration to understand the implication and incorporation of technical services policy as it relates to the department as a whole. Work is performed under the general direction of a higher level supervisor, in accordance with established policies and objectives, permitting the frequent exercise of independent judgment. The incumbent oversees the work of assigned staff members. The incumbent performs related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Oversees technical infrastructure services, including installation and setup of storage area networks, Ethernet, switches, IP routers, firewalls, virtual servers and active directory services;

Provides technical expertise and oversight for network security, with a heavy focus on cyber security issues;

Establishes implements and maintains a configuration management strategy to ensure changes made to county systems are well-planned, well executed and well documented;

Trains designated staff in configuration management methodology;

Monitors systems for alerts and notifications for faults and failures;

Works with IT staff to respond to network events;

Maintains security of data as it is transmitted over the network;

Meets with vendors to assess new technologies;

Plans, reviews and approves design of perimeter security, network and network equipment upgrades.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Good knowledge of computer processing systems, principles and methods of application; good knowledge cybersecurity defense methodologies; working knowledge of all phases of the organizations operations; excellent verbal and written communication skills; skill in developing and maintaining effective interpersonal relations; ability to understand and carry out complex written and verbal instructions; ability to plan, evaluate and direct the work of others; ability to analyze and evaluate current systems and strategically plan for future upgrades and growth.

continued...

MINIMUM QUALIFICATIONS: Either:

(A) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's Degree in Cyber Security, Computer Information Systems, Telecommunications or Network Engineering, **AND** three (3) years of experience in local area network (LAN) / wide area network (WAN) implementation and maintenance; **OR**

(B) Graduation from a regionally accredited or New York State registered college or university with an Associate's Degree in Cyber Security, Computer Information Systems, Telecommunications or Network Engineering, **AND** five (5) years of experience in local area network (LAN) / wide area network (WAN) implementation and maintenance.

Adopted: 08/23/16

Civil Division: Oneida County Government
Jurisdictional Class: Competitive
EEO Category: Professional
Adopted: 08/23/16

MANAGER OF HELP DESK AND DESKTOP OPERATIONS

DISTINGUISHING FEATURES OF THE CLASS: The incumbent in this class is responsible for overseeing the delivery and improvement of customer services provided through information technology staff. This position provides general and advanced technical support as needed, conducting follow-up evaluations to ensure issues were resolved appropriately. Work is performed under the general direction of a higher level supervisor, in accordance with established policies and objectives, permitting the frequent exercise of independent judgment. The incumbent oversees the work of assigned staff members. The incumbent performs related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Oversees the delivery and improvement of helpdesk operations provided through the staff of the information technology (IT) service center;
Develops work plans and monitors progress, adjusting resource allocation and priorities as necessary;
Ensures appropriate resources are available to support county user helpdesk ticket requirements;
Oversees updates to county website and intranet site;
Oversees rollout of new desktop hardware and applications;
Prioritizes helpdesk requests;
Coordinates helpdesk operations and ticket resolutions, when needed, with other IT managers;
Meets weekly with desktop staff to coordinate helpdesk operations;
Updates and maintains work stations;
Maintains complete inventory of hardware, software and sensitive data on the county network;
Prepares, submits and follows up on sensitive data and access reports;
Coordinates with desktop operations staff in developing and maintaining a desktop procedure manual.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Good knowledge of the operation of networked computer hardware, software, peripherals and communication devices; good knowledge of current technology platforms and tools for the management of devices, security policies and user access; good verbal and technical writing skills; working knowledge of all phases of the organizations operations; working knowledge of productivity and resource planning applications; skill in developing and maintaining effective interpersonal relations; ability to understand and carry out complex written and verbal instructions; ability to plan, evaluate and direct the work of others; ability to communicate clearly, both orally and in writing, with customer base, management and staff.

continued...

MINIMUM QUALIFICATIONS: Either:

(A) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's Degree in Computer Science, Computer Information Systems, Telecommunications or Network Engineering, **AND** three (3) years of experience in customer support of end user devices; **OR**

(B) Graduation from a regionally accredited or New York State registered college or university with an Associate's Degree in Computer Science, Computer Information Systems, Telecommunications or Network Engineering, **AND** five (5) years of experience in customer support of end user devices.

Adopted: 08/23/16

ANTHONY J. PICENTE JR.
County Executive

DENNIS S. DAVIS
Commissioner

DIVISIONS:
Buildings & Grounds
Engineering
Highways, Bridges & Structures
Reforestation

Oneida County Department of Public Works

6000 Airport Road w Oriskany, New York 13424
Phone: (315) 793-6213 w Fax: (315) 768-6299

August 12, 2016

FN 20 16-299

Reviewed and Approved for submittal to the Oneida County Board of Legislators by

Anthony J. Picente, Jr.
County Executive

Date 9/6/16

Anthony J. Picente Jr
Oneida County Executive
800 Park Avenue
Utica, NY 13501

PUBLIC WORKS

WAYS & MEANS

Dear County Executive Picente,

On June 9, 2016 the Oneida County Board of Acquisition and Contract approved a contract with MARCH Associates, Architects and Planners, P.C., in the amount of $179,000.00 for professional consulting services. The scope of work includes preparation of plans and specifications and asbestos abatement project monitoring for reconstruction of the Oneida County Office Building 10th Floor.

Please consider the enclosed contract for the above mentioned services. If acceptable, please forward to the Oneida County Board of Legislators for approval.

Thank you for your continued support.

Sincerely,

Dennis S. Davis
Commissioner

cc: Mark E. Laramie, PE, Deputy Commissioner

RECEIVED
SEP 6 - 2016

22.

Oneida Co. Department: Public Works

Competing Proposal _____
Only Respondent _____
Sole Source RFP _____

ONEIDA COUNTY BOARD OF LEGISLATORS

Name of Proposing Organization: MARCH Associates, Architects and Planners, P.C.
258 Genesee Street
Suite 300
Utica, NY 13502

Title of Activity or Service: Reconstruct Oneida County Office Building 10th Floor

Proposed Dates of Operation: Start on Execution – 1/24/2019

Client Population/Number to be Served: N/A

Summary Statements

1) Narrative Description of Proposed Services:

On June 8, 2016 the Oneida County Board of Acquisition and Contract approved a contract with MARCH Associates Architects and Planners, P.C., in the amount of $179,000.00 for professional consulting services. The scope of work includes preparation of plans and specifications and asbestos abatement project monitoring for reconstruction of the Oneida County Office Building 10th Floor.

2) Program/Service Objectives and Outcomes: N/A
3) Program Design and Staffing: N/A

Total Funding Requested: $179,000.00 **Account #:** H305
Oneida County Dept. Funding Recommendation: $179,000.00
Proposed Funding Sources (Federal $/ State $/County $): $179,000.00 (County)

Cost Per Client Served: N/A
Past Performance Data: N/A
O.C. Department Staff Comments: None

ANTHONY J. PICENTE, JR.
County Executive

KEVIN GREEN
Director

ONEIDA COUNTY YOUTH BUREAU

County Office Building ♦800 Park Avenue ♦Utica, New York 13501
Phone: (315) 798-5027 ♦Fax: (315) 798-6438

July 19, 2016

FN 20 16 - 300

Honorable Anthony J. Picente, Jr.
Oneida County Executive
800 Park Avenue
Utica, NY 13501

WAYS & MEANS

Dear Mr. Picente:

Re: 2016 Resource Allocation Plan

We are submitting the attached Resource Allocation Plan for the year 2016 for review and approval by the Board of Legislators.

The Plan allocates funding from the New York State Office of Children and Family Services to the agencies contracting with the Oneida County Youth Bureau for their summer youth programs. The allocation of state funding is in the amount of $327,079 which provides support to 27 different agency programs and 20 different programs provided by local municipalities in Oneida County.

I am respectfully requesting your approval and that this matter be forwarded to the Board of Legislators for action as soon as possible. Thank you for your consideration.

Very truly yours,

Kevin M. Green

Kevin Green
Director, Oneida County Youth Bureau

Reviewed and Approved for submittal to the Oneida County Board of Legislators by

Anthony J. Picente, Jr.
County Executive

Date 8/11/16

Attachment

RECEIVED
AUG 11 2016

24.

Oneida Co. Department **Youth Bureau**

Competing Proposal _____
Only Respondent _____
Sole Source RFP _____

ONEIDA COUNTY BOARD OF LEGISLATORS

Name of Proposing Organization: NYS Office of Children & Family Services

Title of Activity or Service: Resource Allocation Plan (RAP)

Proposed Dates of Operation: January 1, 2016 to December 31, 2016

Client Population/Number to be Served: 56,242 youth throughout Oneida County

Summary Statements

Narrative Description of Proposed Services

The Resource Allocation Plan (RAP) for 2016 outlines the distribution of state funds received from the New York State Office of Children and Family Services to provide youth services, delinquency prevention, recreation and runaway/homeless youth programs to young people in Oneida County, from birth to 21 years of age. In 2016 these funds are to be distributed to 27 agency programs and 20 local municipal programs, which are responsible for the design and delivery of youth services at their level. All programs are monitored annually by Youth Bureau administrative staff and Advisory Board members appointed by the County Executive.

Total Funding: $327,079 Account #s: A3820, A3823, A3902

Oneida County Dept. Funding Recommendation: $327,079

Proposed Funding Sources (Federal $/ State $/County $): New York State Office of Children and Family Services (NYS OCFS)

Cost Per Client Served: Varies by program

Past Performance Data: Agencies are reviewed annually to ensure they meet NYS OCFS performance standards. Agencies which do not meet standards may receive a reduction in, or elimination of, fund allocations.

ONEIDA COUNTY BOARD OF LEGISLATORS

ONEIDA COUNTY OFFICE BUILDING • 800 PARK AVENUE • UTICA, N.Y. 13501-2977

Gerald J. Fiorini
Chairman
(315) 798-5900

Mikale Billard
Clerk
(315) 798-5404

George Joseph
Majority Leader

Philip M. Sacco
Minority Leader

FN 20 16 - 301

August 8, 2016

WAYS & MEANS

Board of Legislators
County of Oneida
800 Park Avenue
Utica, New York 13501

RE: **Final Approval of Consolidated Agricultural District # 7 –To include Towns of Deerfield, Floyd, Marcy and Trenton.**

Honorable Members:

Attached is a packet of information for the final approval of the 8-year review of Oneida County Consolidated Agricultural District #7, now including the Towns of Deerfield, Floyd, Mary and Trenton.

It is recommended by the Oneida County Farmland Protection Board to modify the district to include 205 landowners and 24,104.6 acres of farmland. As part of the County's plan to consolidate districts within the County, the boundaries of District #7 were modified to follow municipal boundaries of these towns and the attached documentation will show that this district has been restructured to better reflect geographic boundaries of common agricultural communities.

I respectfully request that this issue be considered by the Board at the meeting of **September 14, 2016.**

Respectfully submitted,

Gerald J. Fiorini
Chairman of the Board

GJF/cd
attachments

26.

RA-114 (rev. 1-08)

New York State
Department of Agriculture and Markets

AGRICULTURAL DISTRICT REVIEW PROFILE

DISTRICT IDENTIFICATION

County: ONEIDA				District No.: 7
Town{s) in District: Deerfield, Floyd, Marcy and Trenton				
No. acres in district: 24,104.6	No. acres in farms: 24,104.	No. acres cropped: 11,570.2	No. acres owned by farmers: 15,667.99	No. acres rented by farmers: 8,436.61

AGRICULTURAL DATA ANALYSIS

A. Since last review, number of acres in District 19,263.5 Added: 4,841.1 Deleted:

B. Since last review, number of acres in farms 19,263.5 Increased: 4,841.1 Decreased:

[1] Number of acres in farms represents the sum of acres owned by farmers and rented by farmers.

INTRODUCTORY *F.N. NO.*

ONEIDA COUNTY BOARD OF LEGISLATORS

RESOLUTION NO.

INTRODUCED BY: Messrs. Porter
2ND BY:

RE: FINAL APPROVAL OF CONSOLIDATED AGRICULTURAL DISTRICT #7 TO INCLUDE THE TOWNS OF DEERFIELD, FLOYD, MARCY AND TRENTON

WHEREAS, Agricultural District #7 was established in 1975 pursuant to Article 25AA of the New York State Agricultural and Markets Law including lands situate within the Towns of Deerfield, Floyd, Marcy and Trenton, and

WHEREAS, Pursuant to the provisions of Section 303-a of the New York State Agricultural and Markets Law, the County of Oneida is required to review an Agricultural District eight years after its creation and every eight years thereafter, and

WHEREAS, Proposed modifications for Agricultural District #7, were reviewed by the Oneida County Agricultural & Farmland Protection Board and the Oneida County Department of Planning and a requisite Public Hearing was held on August 3, 2016 for the purpose of considering the recommendations of the Oneida County Agricultural and Farmland Protection Board and the Commissioner of the Oneida County Department of Planning, and

WHEREAS, That as a part of the requirements for the modification of the District, the Oneida County Board of Legislators conducted an environmental review and has complied with the requirements of the New York State Environmental Quality Review Act, now, therefore, be it hereby

RESOLVED, That this Board hereby authorizes final approval for the modification of Agricultural District #7 to include additional acreage, and it is further

RESOLVED, That the eight year review of Agricultural District #7 by the Oneida County Board of Legislators is hereby deemed complete and is adopted, with modifications, and it is further

RESOLVED, That the Oneida County Board of Legislators renew Agricultural District #7, as modified, for an additional eight year period, and it is further

RESOLVED, That the modification of Agricultural District #7 be submitted to the New York State Commissioner of Agriculture and Markets for approval and certification.

APPROVED: Ways & Means Committee

DATED:

Adopted by the following vote:
AYES NAYS ABSENT

ONEIDA COUNTY BOARD OF LEGISLATORS

ONEIDA COUNTY OFFICE BUILDING • 800 PARK AVENUE • UTICA, N.Y. 13501-2977

Gerald J. Fiorini
Chairman
(315) 798-5900

Mikale Billard
Clerk
(315) 798-5404

George Joseph
Majority Leader

Philip M. Sacco
Minority Leader

September 9, 2016

Chairman Gerald J. Fiorini
Board of Legislators
800 Park Ave.
Utica, NY 13501

FN 20 16 - 302

WAYS & MEANS

Dear Chairman Fiorini,

Effective August 12, 2009, the New York State Comptroller requires all elected and appointed officials who are members of the New York State Retirement System and do not participate in the County's payroll time system to maintain a "Record of Activities" for a period of three months. Following their submission, the Board of Legislators must pass a resolution stating the average days worked per month for each member of the Retirement system (**Note: non-members are not required to participate in the record keeping, nor are they required to be included in the Resolution).** Each member may submit a new "record of Activities" for a different three month period if they feel that the current "Record" is not reflective of their actual time worked.

The outcome of each members "Record of Activities" will be the major factor in the calculation to determine each member's annual service credit. That calculation is the responsibility of the New York State Comptroller's Office. The "Record of Activities" log book must be kept on file in the Clerk of the Board's Office for a period of ten (10) years following approval of the resolution. Furthermore, as newly elected officials become members of the retirement system, or if current elected officials join the system, they will be required to maintain a "Record of Activities" log for a period of three months. Once an individual completes their "Record of Activities," they will not be required to maintain a new one at the beginning of their next term of office.

This requirement also includes appointed employees. If these employees participate in the payroll time keeping system, they are not required to keep a "Record of Activities" log, but they must be included in the resolution. It may be necessary to pass an annual resolution listing these employees as new terms of employment begin, or as I receive individual time records throughout the year.

I therefore respectfully request that the Board of Legislators approve a resolution establishing the standard work day and reporting days for the New York State and Local Employees Retirement System for certain county officials at the September 14, 2016 meeting. Thank you in advance.

Sincerely,

Mikale P. Billard
Clerk of the Board

30.

RECEIVED
SEP 08 2016
Oneida County Executive's Office

ONEIDA COUNTY DEPARTMENT OF LAW
Oneida County Office Building
800 Park Avenue ♦ Utica, New York 13501-2975
(315) 798-5910 ♦ fax: (315) 798-5603
www.ocgov.net

ANTHONY J. PICENTE, JR.
COUNTY EXECUTIVE

PETER M. RAYHILL
COUNTY ATTORNEY

September 8, 2016 FN 20 16 - 303

Anthony J. Picente, Jr.
Oneida County Executive
800 Park Avenue
Utica, New York 13501

WAYS & MEANS

RE: Claimant: Rickey Jackson and Desiree N. Ovieda, Individually and as Mother and Natural Guardian of Trevaughn A. Pearson, an Infant Under the Age of 14 Years
Claim No.: 2013-13

Dear County Executive Picente:

The above matter involves a claim arising out of a wrongful arrest incident which occurred on February 6, 2013. The Oneida County Sheriff's Office participated in "Operation Personal Accountability" wherein warrants for individuals who failed to pay their DWI fines were executed.

During "Operation Personal Accountability", an arrest warrant was issued for a Ricky J. Jackson, a 52 year old white male. During "Operation Personal Accountability", Mr. Rickey Jackson, a 36 year old black male, was arrested in relation to the warrant issued for Ricky J. Jackson. Mr. Jackson was released after it was determined that he was not the individual the arrest warrant was issued for.

Our attorney, David Bagley, Esq., has arrived at a settlement figure of $65,000.00, pending the Board's approval. The City of Rome will contribute $25,000.00 towards the settlement figure of $65,000.00. I am requesting authority to settle the above matter for the sum of $40,000.00.

I ask that you forward this request to the Board of Legislators for their September 14, 2016 meeting.

Thank you.

Very truly yours,

Peter M. Rayhill

Reviewed and Approved for submittal to the Oneida County Board of Legislators by

Anthony J. Picente, Jr.
County Executive

Date 9/8/16

31.

ONEIDA COUNTY HEALTH DEPARTMENT

Adirondack Bank Building, 5th Floor, 185 Genesee St., Utica, NY 13501

ANTHONY J. PICENTE, JR.
ONEIDA COUNTY EXECUTIVE

PHYLLIS D. ELLIS, BSN, MS, F.A.C.H.E
DIRECTOR OF HEALTH

ADMINISTRATION

Phone: (315) 798-6400 ~ Fax: (315) 266-6138

July 5, 2016

FN 20 16-291

HEALTH & HUMAN SERVICES

WAYS & MEANS

Anthony J. Picente, Jr.
Oneida County Executive
800 Park Avenue
Utica, New York 13501

Dear Mr. Picente:

Attached are three (3) copies of an Amendment to an Agreement between Oneida County through its Health Department and Cornell Cooperative Extension of Oneida County.

As Contractor, Cornell Cooperative Extension of Oneida County (CCE) shall provide personnel who have the requisite education and experience to deliver and manage services required under the Childhood Lead Poisoning Primary Prevention Program (CLPPP) Grant from New York State Department of Health (NYS DOH) in accordance with New York State Codes, Rules and Regulations.

The term of this Amendment shall become effective on October 1, 2016 and remain in effect through March 31, 2020. CCE will receive $32,596.25 per month to assist the Health Department in meeting CLPPP Program Grant deliverables and will provide information needed for required reporting to NYS DOH to ensure continued funding for this program. These amounts may be subject to change based upon the amount of annual funding received from NYS DOH for the CLPPP Program.

This is not a program mandated by Public Health Law, but is fully funded by NYS DOH CLPPP Program Grant.

If this Amendment meets with your approval, please forward to the Board of Legislators.

Sincerely,

Phyllis D. Ellis, BSN, MS, F.A.C.H.E.
Director of Health

Attachments
CG

Reviewed and Approved for submittal to the Oneida County Board of Legislators by

Anthony J. Picente, Jr.
County Executive

Date 8/11/16

RECEIVED
AUG 11 2016

32

Oneida Co. Department: **Public Health**

Competing Proposal _____
Only Respondent _____
Sole Source RFP _____
Other **Amendment**

ONEIDA COUNTY BOARD
OF LEGISLATORS

Name & Address of Vendor: Cornell Cooperative Extension of Oneida County
121 Second Street
Oriskany, NY 13424

Title of Activity or Service: Provide Childhood Lead Poisoning Primary Prevention Program (CLPPP) services and management

Proposed Dates of Operation: October 1, 2016 through March 31, 2020

Client Population/Number to be Served:

Summary Statements

1) **Narrative Description of Proposed Services:** Provide adequate, qualified personnel to deliver and manage services required under CLPPP Program Grant from New York State Department of Health (NYS DOH) in accordance with NYS Codes, Rules and Regulations.

2) **Program/Service Objectives and Outcomes:** Meet CLPPP Program Grant deliverables and provide information for required reporting to NYS DOH to ensure continued funding for this program.

3) **Program Design and Staffing**

Total Funding Requested: $32,596.25/month; $1,369,042.50 total contract

Expense Account #: A4062.495

Revenue Account #: A3412

Oneida County Dept. Funding Recommendation:

Proposed Funding Sources (Federal $/ State $/County $):

Cost Per Client Served: Past Performance Data: Cornell Cooperative Extension of Oneida County has been providing most of these services since July 10, 2015.

O.C. Department Staff Comments: