

**COUNTY OF OSWEGO  
STRATEGIC PLANNING AND GOVERNMENT COMMITTEE**

March 29, 2010 – 10:00 a.m.  
County Office Building, Oswego, NY  
4<sup>th</sup> Floor Conference Room “E”

**PRESENT:**

Leg. Milferd Potter, Chair  
Leg. Mark Fruce  
Leg. James Oldenburg  
Leg. Robert Hayes  
Leg. John Proud  
Leg. Doug Malone

**STAFF/GUESTS:**

Leg. Amy Tresidder  
Leg. Margaret Kastler  
Leg. Ronald Sakonyi  
Philip Church, County Administrator  
Richard Mitchell, County Attorney  
Wendy Falls, Administrative Secretary

**EXCUSED:**

Leg. Michael Kunzwiler, Vice Chair

**MEDIA:**

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Committee Chair Potter called the meeting to order at 10:00 a.m.

**1. Minutes of February 22, 2010:**

**Motion to approve:** Legislator Malone

**Second:** Legislator Oldenburg

**Vote:** Unanimous, motion carried

**2. Resolution:**

**A.** Resolution Amending Resolution #204 of 2009 to Conform the Width of Land Granted Under the Prior Resolution to a Measured Survey Description.

**Motion to amend resolution:** Legislator Malone

**Second:** Legislator Fruce

**Vote:** Unanimous, motion carried

County Administrator Church mentioned that the state was going to start work this summer.

**3. CGR Report and Mandated Services Report (discussion):**

County Administrator Church provided a CGR Report, Beyond Goals 2000 compiled in 1998 and a report done in 2004 by a subcommittee on Mandated and Optional Programs that were requested at the last meeting. He mentioned that there was also a file of all department mandated and non-mandated programs that was recently found and not included in the report. Mr. Church summarized four (4) areas the CGR identified for improvement by the County Administrator’s Office: 1. Need to change the budget process; which has been done. 2. Need to develop an effective budget document; which has been done. 3. Need to develop a comprehensive capital plan for county’s investment in equipment and facilities; now being done. 4. Need to train managers in effective cost management skills; done by previous County Administrator.

Administrator Church explained that six (6) years after the CGR Report was done a subcommittee was created to look at mandated and optional programs the county provided. He felt they went beyond reviewing mandated programs and didn’t come up with any good recommendations regarding the services provided. It’s the recommendation of the County Administrator for the Strategic Planning and Government committee review these programs and see what changes can be made.

Some things recommended in the report have been addressed such as the Airport and Solid Waste. Administrator Church mentioned that there was a state bill in the works regarding video arraignments and defendants not given an option. It was mentioned by Administrator Church that the recommendations were done in 2004 and no longer apply to the county today. Committee Chair Potter asked about the recommendation to reduce the size of the legislature, whether this was after the legislature was already reduced. Mr. Church explained that this recommendation was to reduce it further.

Administrator Church recommended the committee look at each department and review what is mandated and what is not. Leg. Malone asked if recommendations can start being made now. Mr. Church responded yes, that it was the job of this committee. Leg. Malone also inquired if redistricting of the Legislature could be done after the census is complete to reduce the size of the legislature. The Administrator said that would be a good time to reduce the size since redistricting will most likely need to be done anyway. Leg. Malone stated that the report recommended hiring and firing of employees be done by the department head and it was his belief it should be done by the committees, that the committees should be involved in the hiring process, like the process as it is. Leg. Potter responded that the way it is done makes the department head justify why the position is needed. Leg. Fruce asked about the bidding procedure and any improvements that have been done. Administrator Church said to talk to Fred Maxon, Purchasing Director, and that most of the changes recommended in regard to purchasing have been done since Mr. Church was doing purchasing at that time. A lot of the bid language was changed. Leg. Kastler asked if bids were on the website and if an email could be sent to the towns when a bid goes out. Administrator Church responded that the towns need to go to the county's website but it was possible to send emails to the towns. Leg. Potter mentioned that state contract items can be purchased on the web as well at a discount.

Administrator Church remarked that he would go through department surveys regarding mandated programs and compile a report to submit to the committee. Leg. Proud recommended reviewing a different department's mandated and non-mandated programs each month. Mr. Church recommended looking at each of the five subcommittee task forces. Leg. Potter mentioned going over the bidding procedure. Administrator Church responded that Purchasing Director Maxon could do a presentation at one of the committee meetings.

Leg. Hayes remarked that he liked the budget process; however he would like the committees to get more time on reviewing the budget before it goes to a vote. Leg. Malone stated that he would like to start getting reports from departments 3 to 4 months a head of time. Leg. Hayes also remarked that sitting down with department heads to ask questions was more for the legislators benefit to learn more about the departments and how they operate. Administrator Church explained that during the normal budget process Finance and Personnel Committee gets the budgets the first week of October, then passed on to the jurisdictional committees then back to Finance and Personnel for approval and then on to the full legislature. Leg. Malone mentioned that it would also be a good learning experience for the new legislators to sit down with the department heads to review their budgets. Leg. Proud commented that there was nothing preventing a committee from asking a department head to explain budget items. He also stated that the committees need to be more aggressive about asking questions, allowing them to work within the budget process.

#### **4. Adjournment:**

**Motion to adjourn meeting at 10:34 a.m.:** Legislator Oldenburg

**Second:** Legislator Malone

**Vote:** Unanimous, motion carried