

**DRAFT MINUTES
GOVERNMENTAL OPERATIONS AND IMPROVED METHODS COMMITTEE
March 19, 2013**

Committee Members	Others Present at Meeting
Mary Luckern, Chair Ralph Angelo-necessarily absent Margaret Hilton Richard Russell Kristine Singer Dominick Vedora	Clerk to the Board of Supervisors Karen DeMay, Real Property Tax Director Robin Johnson, County Clerk Matthew Hoose, Records Management Officer Rosemary Switzer, Chief Information Officer Sean Barry

Chairwoman Luckern called the meeting to order at 4:01 p.m.

Supervisor Russell made a motion, seconded by Supervisor Hilton, to adopt the minutes of the February 26, 2013 meeting; motion carried.

Board of Supervisors

Clerk to the Board of Supervisors Karen DeMay presented a memo regarding the change in venue for the March 7th Board of Supervisors Board Meeting. She has received no complaints. It was a huge undertaking. Over 200 attended. The Safety Training Facility is not large enough. Believes a policy is needed and will work with County Administrator John Garvey to create one.

Supervisor Singer made a motion, seconded by Supervisor Hilton, recommending a resolution, pending approval from Chairwoman Luckern, for recognition to all involved in making the night a success; motion carried.

County Clerk

County Clerk Mathew Hoose had nothing to report about his meeting in Albany regarding the new gun law as the meeting was cancelled. He stated that another stage of the law has gone into effect, but the policy for it is not in place.

RAIMS

Records Management Officer Rosemary Switzer presented a resolution to lease a new copier. The new monthly lease amount will be less than the service agreement prior and supplies are included in the lease.

Supervisor Singer made a motion, seconded by Supervisor Russell, to adopt resolution Requesting Permission to Enter a Lease Agreement with Xerox Corporation and Records, Archives and Information Management Services to Lease a New Copy Machine; motion carried.

Real Property Tax

Real Property Tax Director Robin Johnson presented a resolution to contract with schools to run tax bills.

Supervisor Hilton made a motion, seconded by Supervisor Singer, to adopt the resolution Authorizing Intermunicipal Cooperation Agreement with School Districts for Provision of School Bill Preparation Services; motion carried.

Director Johnson presented a resolution forwarded from Wyoming County, regarding Assembly Bill A.88 and A.824 in Support of NYS Regarding the Proposed Laws Concerning Contact Information for Vacant Structures.

Committee agreed to hold over until the next meeting to include the Senate bill and compose our County's resolution.

Information Services

Chief Information Officer Barry presented a resolution. The cost for printing envelopes, letterhead and folders has increased and he split the bid to get the lowest bid.

Supervisor Russell made a motion, seconded by Supervisor Vedora, to adopt the resolution to Award of Bid for Printing of Envelopes, Letterhead, and Folders; motion carried.

Being no further business to come before the Committee, Supervisor Singer made the motion to adjourn the meeting at 4:22p.m., seconded by Supervisor Vedora; motion carried.

Respectfully submitted, Valary R. Muscarella RPTA, RPTS