

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: SHARED SERVICES

DATE: JULY 20, 2016

COMMITTEE MEMBERS PRESENT:

SUPERVISORS: BEATY
FRASIER
MERLINO
THOMAS
CONOVER
BROCK
MACDONALD
VACANT

OTHERS PRESENT:

JULIE BUTLER, PURCHASING AGENT
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
BRIAN REICHENBACH, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
FRANK E. THOMAS, WARREN COUNTY BUDGET OFFICER
SUPERVISORS LEGGET
MCDEVITT
MONTESI
SIMPSON
STROUGH
LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

COMMITTEE MEMBERS ABSENT:

SUPERVISORS: WOOD

Please note, the following contains a summarization of the July 20, 2016 meeting of the Shared Services Committee; the meeting in its entirety can be viewed on the Warren County website using the following link:
<http://www.warrencountyny.gov/gov/comm/Archive/2016/shared/>

Mr. Beaty called the meeting of the Shared Services Committee to order at 11:30 a.m.

Motion was made by Mr. MacDonald, seconded by Mrs. Frasier and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Julie Butler, Purchasing Agent, who discussed the Consolidated Commodity Purchasing and the Intermunicipal Agreement. A discussion ensued.

Mrs. Butler provided an update on estimated savings with a copy of a 2016 Estimated County Savings table which depicted an approximate savings of \$95,464.68 for nine items purchased by the Department of Public Works. She provided two copies of a Warren County Bid Tabulation Sheet that reflected a \$343,350 projected yearly savings on future projects; *copies of the Bid Tabulation Sheets are on file with the minutes.*

Next, Mrs. Butler stated she had requested to attend one of the Highway Superintendent meetings that was held once a month to explain the agreement but Jeffery Tennyson, Superintendent of Public Works, had advised against having vendors sit in on the discussion as well as lack of attendees; therefore, she said she had proposed a mandatory meeting for office staff whose duties included ordering supplies as well as the Highway Superintendents. A discussion ensued following which Mr. Beaty instructed Mrs. Butler to distribute an e-mail with a proposed date and time for the meeting and he suggested two meeting dates be offered to ensure a better attendance. Mr. Strough commented that Mrs. Butler was doing a great job and concurred that her meeting with key purchasers was a good plan. A discussion ensued regarding the use of salt versus Clear Lane for winter road maintenance. Mrs. Butler was asked to look into the cost of Clear Lane as an alternative to salt.

Chairman Geraghty asked if Mrs. Butler had compared Warren County bids against those of Onondaga County and she replied in the negative.

There being no further business to come before the Shared Services Committee, on motion made by Mr. MacDonald and seconded by Mr. Thomas, Mr. Beaty adjourned the meeting at 11:55 a.m.

Respectfully submitted,
Leslie Lovelace, Secretary to the Clerk of the Board