

**AGENDA**  
**SEVENTH SESSION**

**JULY 3, 2024**

10:30 AM Call to Order  
Pledge to Flag  
Opening Prayer  
Roll Call

Accepting Minutes of February 20, 2024 & March 8, 2024

Public Comment Period

Hamilton County Attorney: Charles R. Getty, Jr.

Reports of Standing/Special Committees

10:45 AM Drescher and Malecki, LLP – Audit Report

11:00 AM Caitlin Stewart, HCSWCD District Manager

**RESOLUTIONS:**

**Finance Committee:**

No. 1 Authorizing Payment of Healthcare Worker Bonus Overpayment

**Internal Management Committee:**

No. 2 Authorizing Public Hearing for Proposed Local Law No. 2 of 2024 – A Local Law to Provide an Increase in the Compensation of the County Personnel Officer

**Central Government Committee:**

No. 3 Authorizing Contract with Fulton County for IT Services – Hamilton County Board of Elections

No. 4 Authorizing Board of Election Grant – Technology Innovation and Election Resource (TIER) Grant Program

No. 5 Authorizing Board of Election Grant – Absentee Ballot Pre-Paid Postage Grant Program

**Emergency Preparedness/Emergency Response Committee:**

No. 6 Authorizing Chairman to Execute Agreement with New York State Unified Court System

**Health Committee:**

No. 7 Authorizing Contract with Michelle Kelly to Instruct Yoga Classes 2024-2025

No. 8 Increase Early Intervention Services Budget

**Human Services Committee:**

No. 9 Transfer of Funds – Social Services

No. 10 Fulton County Information Services Contract – Probation

**Public Works Committee:**

No. 11 Ratifying the 2023 Acceptance of Bid for Bridge/Building Repair & Pneumatically Projected Concrete

No. 12 Authorizing Payment to Adirondack Truck Repair, LLC – Insurance Repair

No. 13 Amending Amount of 2024 Budget Appropriation for Capital Road Projects

No. 14 Approval of Expenditures for Construction of County Road Fund Projects for 2024

No. 15 Authorizing Hourly Rate Adjustment of DPW Employees – Blasting

No. 16 Authorizing DPW Superintendent to Purchase Tandem Dump Truck with Plow Equipment for 2024

**RESOLUTION NO.**

**AUTHORIZING PAYMENT OF HEALTHCARE WORKER BONUS OVERPAYMENT**

**DATED: JULY 3, 2024**

**BY**

WHEREAS, the Personnel Officer has found an overpayment of Healthcare Worker Bonus funds received in 2023, and

WHEREAS, it was required to complete a Healthcare Worker Bonus Overpayment Self-Disclosure report to the New York State Office of the Medicaid Inspector General, and

WHEREAS, the New York State Office of the Medicaid Inspector General has issued a Remittance Advice in the amount of the overpayment, be it

RESOLVED, that the County Treasurer is authorized to create Account No. A1325.0413 Healthcare Worker Bonus Overpayment and fund said account by transferring \$1,614.75 from the Unappropriated General Fund Balance in accordance with Section 366 Subdivision 1 of the County Law, and be it further

RESOLVED, that the County Treasurer be authorized to make payment in the amount of \$1,614.75 from Account No. A1325.0413 Healthcare Worker Bonus Overpayment to:

NYS Office of the Medicaid Inspector General  
Bureau of Collections Management  
800 North Pearl Street  
Albany, NY 12204

and the Personnel Officer so notified.

Seconded by

**RESOLUTION NO.**

**AUTHORIZING PUBLIC HEARING FOR PROPOSED LOCAL LAW NO. 2 OF 2024 – A  
LOCAL LAW TO PROVIDE AN INCREASE IN THE COMPENSATION OF THE  
COUNTY PERSONNEL OFFICER**

**DATED: JULY 3, 2024**

**BY**

BE IT RESOLVED, that proposed Local Law No. 2 of the year 2024 entitled, “A Local Law to Provide an Increase in the Compensation of the County Personnel Officer” be and the same is hereby introduced to the Board of Supervisors, and be it further

RESOLVED, that a copy of the aforesaid proposed Local Law be laid upon the desks of each member of the Hamilton County Board of Supervisors, and be it further

RESOLVED, that the Hamilton County Board of Supervisors shall hold a public hearing on the said proposed Local Law at the County Office Complex, Route 8, Lake Pleasant, New York, on the 1<sup>st</sup> day of August 2024, at 10:45 AM, and be it further

RESOLVED, that the Chairman of the County Board of Supervisors publish or cause to be published a public notice in the official newspaper of the County of said public hearing at least five (5) days prior thereto.

Seconded by

PROPOSED LOCAL LAW NO. 2 OF THE YEAR 2024

A LOCAL LAW TO PROVIDE AN INCREASE IN THE COMPENSATION OF THE  
COUNTY PERSONNEL OFFICER

BE IT ENACTED, by the Hamilton County Board of Supervisors as follows:

SECTION 1. As per Section 201 of County Law, the Board of Supervisors can only increase the salary of a county officer who is elected for a fixed term or appointed for a fixed term, in the middle of that term of office, if Section 24 (2)(h) of the Municipal Home Rule Law is complied with. In keeping with that compliance, Local Law No. 2 of 2024 is hereby enacted setting the annual salary for the County Personnel Officer at \$62,290.92 effective July 1, 2024.

SECTION 2. This Local Law shall take effect forty-five (45) days from the date of adoption by the Board of Supervisors unless a petition is filed in accordance with Municipal Home Rule law, and after filing with the Secretary of State.

**RESOLUTION NO.**

**AUTHORIZING CONTRACT WITH FULTON COUNTY FOR IT SERVICES -  
HAMILTON COUNTY BOARD OF ELECTIONS**

**DATED: JULY 3, 2024**

**BY**

WHEREAS, Hamilton County entered into an agreement with Fulton County for providing server and support services for the Hamilton County Board of Elections, and other services as necessary/mutually agreeable for Hamilton County Board of Elections, and

WHEREAS, the Board of Elections is recommending continuing to contract with Fulton County for IT Services, and

WHEREAS, Fulton County has made a proposal for a new contract for the server support services which includes: Operation and maintenance of the BOE server(s), Remote access to BOE systems in the event of an emergency, Regular backup of BOE Data, Remote and, if necessary on-site support for PC's to access BOE software, Assistance with certifying compliance with NY State Cybersecurity regulations for \$8,500.00 annually for support, server operation, and backups, billed immediately and on-site of \$60.00 per hour, plus mileage at the current IRS mileage reimbursement rate at the time of service, and

WHEREAS, the majority of the associated cost is hereby determined to be a professional service, now, therefore, be it

RESOLVED, that the Hamilton County Board of Supervisors does hereby authorize the Chairman of the Board of Supervisors to enter into contract with Fulton County, for said services for a term of January 1, 2024 through December 31, 2024.

Seconded by

**RESOLUTION NO.**

**AUTHORIZING BOARD OF ELECTION GRANT – TECHNOLOGY INNOVATION  
AND ELECTION RESOURCE (TIER) GRANT PROGRAM**

**DATED: JULY 3, 2024**

**BY**

WHEREAS, the Hamilton County Board of Elections has been awarded the Technology Innovation and Election Resource (TIER) Grant BOE01 – T004363 – 1110000 in 2021, for an amount up to \$6,850.77, term of contract 04/07/2021 to 01/27/2023, and

WHEREAS, this grant has been amended and extended from 04/07/2021 to 03/31/2025, for the amount up to \$26,824.62, and

WHEREAS, this grant is reimbursable for actual costs per the Work Plan submitted by the Hamilton County Board of Elections, and

WHEREAS, both Commissioners have agreed to and signed off on said Work Plan, now, therefore, be it

RESOLVED, that the Chairman of the Hamilton County Board of Supervisors is hereby authorized to sign the original Master Grant and the term extension of the Technology Innovation and Election Resource (TIER) Grant BOE01 – T004363 – 1110000, and be it further

RESOLVED, the County Treasurer is hereby authorized to create Revenue Account No. A3089.1000 BOE TIER Grant.

Seconded by

**RESOLUTION NO.**

**AUTHORIZING BOARD OF ELECTION GRANT – ABSENTEE BALLOT PRE-PAID  
POSTAGE GRANT PROGRAM**

**DATED: JULY 3, 2024**

**BY**

WHEREAS, the Hamilton County Board of Elections has been awarded the Absentee Ballot Pre-Paid Postage Grant BOE01 – T004588 – 1110000, in 2022 for an amount up to \$11,201.75, term of contact 07/01/2022 to 12/31/2022, and

WHEREAS, this grant has been amended and extended from 01/28/23 to 03/31/2025, for the amount up to \$22,403.50, and

WHEREAS, this grant is reimbursable for actual costs per the Work Plan submitted by the Hamilton County Board of Elections, and

WHEREAS, both Commissioners have agreed to and signed off on said Work Plan, now, therefore, be it

RESOLVED, that the Chairman of the Hamilton County Board of Supervisors is hereby authorized to sign the original Master Grant, and the term extension of the Absentee Ballot Pre-Paid Postage Grant BOE01 – T004588 – 1110000, and be it further

RESOLVED, that the County Treasurer is hereby authorized to create Revenue Account No. A3089.1100 BOE Absentee Ballot Pre-Paid Postage.

Seconded by



**RESOLUTION NO.**

**AUTHORIZING CHAIRMAN TO EXECUTE AGREEMENT WITH NEW YORK  
STATE UNIFIED COURT SYSTEM**

**DATED: JULY 3, 2024**

**BY**

WHEREAS, Hamilton County has received a new 5-year agreement from the Unified Court System for security services to the courts of Hamilton, and

WHEREAS, the contract begins on April 1, 2024 and ends on March 31, 2029, and

WHEREAS, the contract stated in pertinent part, “All subsequent periods of the contract, the maximum compensation and where necessary new staffing schedule for that period are to be established by mutual written agreement of the parties.”, and

WHEREAS, the State Unified Court System has provided a proposal wherein the period of the contract begins on April 1, 2024 and ends on March 31, 2025, the maximum compensation for the period is Thirty Thousand Dollars (\$30,000.00) and the Hamilton County Sheriff provides an attendant staffing schedule, and

WHEREAS, the Hamilton County Sheriff has provided an Attendant Staffing Schedule to the State Court System,

**NOW, THEREFORE, BE IT**

**RESOLVED**, that the Chairman of the Hamilton County Board of Supervisors is authorized to execute an agreement with the New York State Unified Court System to provide Court Attendant Staffing by the Hamilton County Sheriff for the maximum compensation of Thirty Thousand Dollars (\$30,000.00) for the period of time beginning on April 1, 2024 and ending on March 31, 2025.

Seconded by

**RESOLUTION NO.**

**AUTHORIZING CONTRACT WITH MICHELLE KELLY TO INSTRUCT YOGA  
CLASSES 2024-2025**

**DATED: JULY 3, 2024**

**BY**

WHEREAS, the Hamilton County Public Health Nursing Service maintains an agreement between Warren/Hamilton Office for the Aging to provide services for Hamilton County residents under a Community Services Contract code A.6780 10 470, and

WHEREAS, this contract has been submitted for renewal for the period August 1, 2024 – July 31, 2025 in the full amount of \$3,313.00, and

WHEREAS, Michelle Kelly of 219 Lake Snow Road, Indian Lake, NY is a certified Yoga Instructor and wishes to contract with Hamilton County to instruct Yoga Classes, and

WHEREAS, the term of this contract shall be from August 1, 2024 through July 31, 2025 and compensated at a rate of \$40.00 per class plus mileage at the current county rate, be it

RESOLVED, that the Chairman of the Board of Supervisors is authorized to enter into a contract with Michelle Kelly to instruct Yoga classes to the residents of Hamilton County, for the period August 1, 2024 through July 31, 2025 at a rate of \$40.00 per class plus mileage upon approval of the County Attorney and the County Treasurer be so notified.

Seconded by

**RESOLUTION NO.**

**INCREASE EARLY INTERVENTION SERVICES BUDGET**

**DATED: JULY 3, 2024**

**BY**

WHEREAS, \$5,000.00 was budgeted for Early Intervention program services in the 2024 budget, and

WHEREAS, there has been an increase in the Early Intervention caseload causing a budget shortage, be it

RESOLVED, that the County Treasurer is hereby authorized to increase Account No. A4059.0401 EI Program Fees by \$5,000.00 to be totally offset by increasing Revenue Account No. A1621 EI Fees for Svs-3<sup>rd</sup> Prt by \$5,000.00.

Seconded by

**RESOLUTION NO.**

**TRANSFER OF FUNDS - SOCIAL SERVICES**

**DATED: JULY 3, 2024**

**BY**

WHEREAS, funds will be exhausted in the Hamilton County Department of Social Services Appropriation Account No. A6119.0401, Foster Care, during the month of July, 2024 due to a residential foster care placement, and

WHEREAS, funds will be exhausted in the Hamilton County Department of Social Services Appropriation Account No. A6070.0402, Services for Recipients, before the end of the 2024 Budget year, therefore, be it

RESOLVED, that the following transfers be made:

From: A6109.401 Family Assistance           \$ 100,000.00

To:    A6119.401 Foster Care                 \$ 80,000.00

To:    A6070.402 Services for Recipients   \$ 20,000.00

and the County Treasurer be so authorized.

Seconded by

**RESOLUTION NO.**

**FULTON COUNTY INFORMATION SERVICES CONTRACT – PROBATION**

**DATED: JULY 3, 2024**

**BY**

WHEREAS, the Hamilton County Probation Department began contracting with the Fulton County Information Services Department to provide hosting and IT services for their Caseload Explorer Program on October 1, 2013, and

WHEREAS, the Probation Department wishes to continue receiving this service, and

WHEREAS, the Fulton County IT Department is willing to continue this service at the same rate of \$2,800.00 per year, be it

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to sign a contract between Hamilton County Probation Department and the Fulton County Information Services Department for \$2,800.00 per year, effective January 1, 2024 – December 31, 2024.

Seconded by

**RESOLUTION NO.**

**RATIFYING THE 2023 ACCEPTANCE OF BID FOR BRIDGE/BUILDING REPAIR & PNEUMATICALLY PROJECTED CONCRETE**

**DATED: JULY 3, 2024**

**BY**

WHEREAS, Resolution No. 83-23 was adopted by the Hamilton County Board of Supervisors awarding a bid for and authorizing the contract for Bridge/Building Repair & Pneumatically Projected Concrete with R & B Construction LLC, and

WHEREAS, the Board of Ethics received a complaint regarding certain projects under said contract, and

WHEREAS, the Board of Ethics has recommended the contract be ratified by the Board of Supervisors in a public meeting in accordance with Section 14 of the Code of Ethics, be it

RESOLVED, that the bid for Specification No. 1-2023 Bridge/Building Repair & Pneumatically Projected Concrete be awarded to R & B Construction LLC at the following amounts for all locations as per the requirements of the Hamilton County Highway Superintendent:

Randy J. Bascom, Owner  
R & B Construction, L.L.C.  
1094 Bulls Head Rd.  
Amsterdam, N.Y. 12010

A. Foreman W/equipped field truck	\$100.00
B. Carpenter/Iron Worker	\$ 90.00
C. Laborer	<u>\$ 98.00</u>
Total	\$288.00

and be it further

RESOLVED, that the Highway Superintendent, County Attorney and Clerk of the Board be so notified.

Seconded by

**RESOLUTION NO.**

**AUTHORIZING PAYMENT TO ADIRONDACK TRUCK REPAIR, LLC –  
INSURANCE REPAIR**

**DATED: JULY 3, 2024**

**BY**

WHEREAS, Vehicle #120 – 2015 Mack Granite was involved in an accident and the repairs for the damage were completed by Adirondack Truck Repair, LLC, and

WHEREAS, the Fleet Coordinator recommends the payment of said repairs of the 2015 Mack Granite, be it

RESOLVED, the County Treasurer is hereby authorized to increase Account No. A1910.0402 Repairs to Vehicles-Insurance by \$41,381.06 to be totally offset by increasing Revenue Account No. A2680.0000 Insurance Recoveries by \$41,381.06, and be it further

RESOLVED, that the County Treasurer is hereby authorized to make a check payable to:

Adirondack Truck Repair, LLC  
375 Big Bay Rd.  
Queensbury, NY 12804-7854

for Invoice #39595 in the amount of \$41,381.06 and the funds be taken out of Account No. A1910.0402 Repairs to Vehicles-Insurance and the Fleet Coordinator and Clerk of the Board be so notified.

Seconded by

**RESOLUTION NO.**

**AMENDING AMOUNT OF 2024 BUDGET APPROPRIATION FOR CAPITAL ROAD PROJECTS**

**DATED: JULY 3, 2024**

**BY**

WHEREAS, the budget appropriation amount for Capital Road Projects for 2024 was set and adopted for \$1,300,000.00 for Account No. D5112.0202 Capital Projects, and

WHEREAS, that amount is estimated by the County Highway Superintendent in September of the previous year based on previous allocations of State CHIPS funding for highway projects and the actual amount is set after the State Budget is adopted, and

WHEREAS, the actual adopted State Budget for 2024-2025 for Hamilton County from the state CHIPS, Pave NY, Extreme Weather Recovery (EWR) and Pave Our Potholes (POP) funds for the State fiscal year 2024-2025 is set at \$1,388,367.24 including rollover funds, and

WHEREAS, the County Highway Superintendent recommends that the County Board of Supervisors amend the 2024 appropriation for capital projects from \$1,300,000.00 to \$1,388,367.24 for 2024 County Highway Projects, be it

RESOLVED, that the 2024 budget appropriation for Capital Road Projects Account No. D5112.0202 be amended from \$1,300,000.00 to \$1,388,367.24 and also increase Revenue Account No. D3501.0000 Consolidated Highway Aid from \$1,300,000.00 to \$1,388,367.24 and the County Treasurer be so authorized and Clerk of the Board and County DPW Superintendent be so notified.

Seconded by



**RESOLUTION NO.**

**APPROVAL OF EXPENDITURES FOR CONSTRUCTION OF COUNTY ROAD FUND  
PROJECTS FOR 2024**

**DATED: JULY 3, 2024**

**BY**

WHEREAS, there has been appropriated in the 2024 highway budget the sum of \$1,300,000.00 for the construction of County Road Fund Projects for 2024 and these funds are 100% reimbursed through the Consolidation Highway Improvement Program (CHIP's), and

WHEREAS, the County Highway Superintendent has recommended the expenditure of \$40,000.00 for the construction of the following project:

COUNTY ROAD PROJECT NO. 5 Town of Benson  
Co. Rd. No. 6A – W. Stony Creek Rd., HMA Base @ 20 ft.  
Approx. 0.15 mile.....\$40,000.00  
Account No. D5112.2544

and

WHEREAS, the above designated roads and bridge are on a completed system of the Hamilton County road map adopted by the Board of Supervisors of Hamilton County and approved by the Commissioner of Transportation, be it

RESOLVED, that the Board of Supervisors of the County of Hamilton does allot and appropriate from Account No. D5112.202 Capital Projects, the sum of \$40,000.00, for the construction of the above designated projects as recommended by the County Highway Superintendent and the County Treasurer and Clerk of the Board be so advised.

Seconded by

**RESOLUTION NO.**

**AUTHORIZING HOURLY RATE ADJUSTMENT OF DPW EMPLOYEES - BLASTING**

**DATED: JULY 3, 2024**

**BY**

WHEREAS, the DPW Superintendent has met with the Public Works Committee and Internal Management Committee to recommend an hourly rate adjustment for DPW employees licensed to use explosives for blasting as follows -

Christopher Mitchell, - from \$5.00 per hour to \$10.00 per hour when performing blasting projects  
William Rehm – from \$5.00 per hour to \$10.00 per hour when performing blasting projects

and

WHEREAS, the Public Works and Internal Management Committees recommend these adjustments, be it

RESOLVED, that hereby the Personnel Officer is authorized to adjust the employees as stated hereon effective immediately and the DPW Superintendent, County Treasurer and Clerk of the Board be so notified.

Seconded by

**RESOLUTION NO.**

**AUTHORIZING DPW SUPERINTENDENT TO PURCHASE TANDEM DUMP TRUCK  
WITH PLOW EQUIPMENT FOR 2024**

**DATED: JULY 3, 2024**

**BY**

WHEREAS, the Public Works department has had a tandem truck with plow equipment ordered since December of 2022, and

WHEREAS, this said truck will not be delivered in 2024 and the Superintendent has located a tandem truck that will be available in a few months from TENCO Industries under Sourcewell Contract Pricing #062222-AGI-5, and

WHEREAS, the Superintendent has met with the Public Works committee to discuss the need to purchase a tandem in 2024, and

WHEREAS, the Superintendent and the Public Works recommends purchasing the said vehicle as follows –

1 – 2024 Western Star 49X with Tenco plow equipment and Beau-Roc Stainless Dump body - \$313,765.00 delivered

be it

RESOLVED, that the Public Works Superintendent is hereby authorized to issue a purchase order for the said 2024 Western Star 49X from TENCO Industries, 5700 South Lima Road, Lakeville, NY for a total of \$313,765.00 delivered, and the Clerk of the Board, County Treasurer, and Public Works Superintendent be so notified.

Seconded by