

**AGENDA**  
**SIXTH SESSION**  
**JUNE 6, 2024**

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

              Accepting Minutes of February 1, 2024

              Public Comment Period

              Hamilton County Attorney: Charles R. Getty, Jr.

              Reports of Standing/Special Committees

**PROCLAMATION:**

*Tracey Hunt On the Occasion of Her Retirement May 31, 2024*

**RESOLUTIONS:**

**Emergency Preparedness/Emergency Response Committee:**

- No. 1            Approval of Leave of Absence – Sheriff’s Office
- No. 2            Award of Bid for Custom TX/RX VHF Combiner for Inlet Tower – SI19-1010-E00
- No. 3            Authorizing Purchase of Equipment from Nokia for Emergency Services Microwave Project Blue Mountain/Inlet/McCauley Mt. – ST18-1005-D00
- No. 4            Authorization to Purchase Portable Message Board – SH21-1044-D00
- No. 5            Authorizing Purchase of Equipment from Corporate Computer Solutions – SH20-1037-D00, SH21-1044-D00 and SI21-1050-E00

**Central Government Committee:**

- No. 6            Dominion Voting Systems – Hamilton County Board of Elections

**Health Committee:**

- No. 7 Authorizing Chairman to Sign Community Services for the Elderly Contract Agreement between Warren/Hamilton Office for the Aging and Hamilton County Public Health Nursing Service
- No. 8 Authorizing Chairman to Sign EISEP Agreement between Warren/Hamilton County OFA for PCI and PCII Level Services – Public Health
- No. 9 Public Health Emergency Preparedness and Response Grant
- No. 10 Authorizing Promotion to Senior Physical Therapist and Appointment of Interim Clinical Manager
- No. 11 Authorizing Temporary Physical Therapist and Physical Therapist Assistant – CHHA
- No. 12 Authorizing Temporary Registered Professional Nurse to be Added to On-Call Schedule

**Human Services Committee:**

- No. 13 Approval to Hire Child Support Worker Trainee – Social Services

**Public Works Committee:**

- No. 14 Authorizing Deposition of Excess Vehicles/Equipment
- No. 15 Authorizing County Highway Superintendent to Purchase Excavator – DPW – Solid Waste Division
- No. 16 Authorizing Payment for Petroleum Bulk Storage Registration Renewal for Long Lake County Highway Garage
- No. 17 Authorizing Highway Employee Promotions
- No. 18 Authorizing Transfer of Funds Capital Project for Damage Repair from DR4723 July 2023 Flooding
- No. 19 Authorizing the Purchase and Install of CCTV System - Indian Lake Buildings

**RESOLUTION NO.**

**APPROVAL OF LEAVE OF ABSENCE – SHERIFF’S OFFICE**

**DATED: JUNE 6, 2024**

**BY**

WHEREAS, Tyler M.J. O’Connor has given a letter of resignation requesting a one year leave of absence as of June 21, 2024, and

WHEREAS, the County Sheriff has approved the request, be it

RESOLVED, the Hamilton County Board of Supervisors approves Tyler M.J. O’Connor’s one year leave of absence effective June 21, 2024 until June 21, 2025 and the County Treasurer and Personnel Officer be notified.

Seconded by

**RESOLUTION NO.**

**AWARD OF BID FOR CUSTOM TX/RX VHF COMBINER FOR INLET TOWER –  
SI19-1010-E00**

**DATED: JUNE 6, 2024**

**BY**

WHEREAS, one (1) bid was received for the custom TX/RX VHF combiner on Inlet Tower in the Invitation to Bidders Notice as advertised by Hamilton County, and

WHEREAS, the following bid was received:

1. Capital Digitronics  
264 Bradford Street  
Albany, New York 12206

Total Cost: \$81,030.00

be it

RESOLVED, that the Hamilton County Board of Supervisors award the bid for the custom TX/RX VHF combiner on Inlet Tower to Capital Digitronics of Albany, New York, and be it further

RESOLVED, that purchase of the custom TX/RX VHF combiner by Capital Digitronics in the amount of \$81,030.00 with funds coming from Account No. A3645.0422 SI19-1010-E00 is hereby approved.

Seconded by

**RESOLUTION NO.**

**AUTHORIZING PURCHASE OF EQUIPMENT FROM NOKIA FOR EMERGENCY SERVICES MICROWAVE PROJECT BLUE MOUNTAIN/INLET/MCCAULEY MT. – ST18-1005-D00**

**DATED: JUNE 6, 2024**

**BY**

WHEREAS, Resolution No 198-23 authorized the purchase of the microwave project with Nokia/LightSpeed that will connect Blue Mountain Lake Tower site to the Inlet Tower site and continues to McCauley Mountain in Herkimer County, and

WHEREAS, Lightspeed requires additional network cards for the system to be complete, and

WHEREAS, Hamilton County has received a quote from Lightspeed under New York State Contract PM67989 in the amount of \$12,807.60 for the seven additional network cards to complete the microwave system from Blue Mountain Lake to Inlet to McCauley Mountain in Herkimer County, be it

RESOLVED, that the Hamilton County Sheriff's Office is authorized to purchase the additional network cards from LightSpeed in the amount of \$12,807.60 with funds coming from A3645.0428 - ST18-1005-D00 State Interoperable Communications Targeted Grant.

Seconded by

**RESOLUTION NO.**

**AUTHORIZATION TO PURCHASE PORTABLE MESSAGE BOARD – SH21-1044-D00**

**DATED: JUNE 6, 2024**

**BY**

WHEREAS, the Hamilton County Emergency Management Department was awarded DHSES Grant SH21-1044-D00 in the amount of \$42,678.00, and

WHEREAS, \$12,855.07 of DHSES Grant SH21-1044-D00 was allocated for a portable message board for the Hamilton County Sheriff's Office, and

WHEREAS, two (2) bids were received for a Wanco Mini Matrix Message board per the Invitation to Bidders Notice as advertised by Hamilton County, and

WHEREAS, the following bids were received:

1. Admar Construction Equipment and Supplies  
878 Old Albany Shaker Road  
Latham, New York 12110  
Total Cost: \$22,215.00 without delivery  
Total Cost: \$22,465.00 with delivery to Lake Pleasant, NY
2. Taylor Rental Plattsburgh  
550 State Route 3  
Plattsburgh, New York 12901  
Total Cost: \$19,699.55  
Total Cost: \$19,949.55 with delivery to Lake Pleasant, NY

therefore, be it

RESOLVED, that the Hamilton County Board of Supervisors award the bid for a Wanco Mini Matrix Message Board with delivery to Lake Pleasant, New York to Taylor Rental Plattsburgh, of Plattsburgh, New York, and be it further

RESOLVED, that the Hamilton County Sheriff's Office is hereby authorized to purchase a portable message board for \$19,949.55 from Taylor Rental Plattsburgh with funds in the amount of \$12,855.07 from A3645.0424 – SH21-1044-D00 and the remaining \$7,094.48 coming from DM5130.0201 – Road Equipment and the Highway Superintendent be so notified.

Seconded by

**RESOLUTION NO.**

**AUTHORIZING PURCHASE OF EQUIPMENT FROM CORPORATE COMPUTER SOLUTIONS. – SH20-1037-D00, SH21-1044-D00 AND SI21-1050-E00**

**DATED: JUNE 6, 2024**

**BY**

WHEREAS, Hamilton County has received grants from New York State Department of Homeland Security and Emergency Services (DHSES) in the amounts of \$47,731.00, Contract No. T970900, \$42,678.00, Contract No T839710 and \$1,126,497.00, Contract No. C197759, and

WHEREAS, Hamilton County Sheriff's Office is in need of new rack mounted battery backups, switches for their network, new desktop computers and new servers, and

WHEREAS, Corporate Computer Solution has provided a quote for two APC Basic Rack Mount PDU, one APC Smart UPS SRT 10,000VA (rack mountable), one APC Smart UPS X 200 Tower and three Netgear Smart GS724T – V4 switches under NYS Contract PM69844 in the amount of \$14,969.91, and

WHEREAS, Corporate Computer Solution has provided a quote for two Dell PowerEdge R750 servers under NYS Contract PM69844 in the amount of \$30,860.36, and

WHEREAS, Corporate Computer Solutions has provided a quote for one OptiPlex Tower 7020, five Dell 24 Monitors and twelve OptiPlex All-in-One 7420 desktop computers under NYS Contract PM69844 in the amount of \$23,662.00, therefore, be it

RESOLVED, that the Hamilton County Sheriff's Office is authorized to purchase items listed in quotations QU0039896, QU0039897 and QU0039935 from Corporate Computer Solution in the amount of \$69,492.27 with \$2,397.80 coming from A3645.0423 – SH20-1037-D00, \$2,067.64 coming from A3645.0424 – SH21-1044-D00 and the remaining \$67,094.47 coming from A3645.0427 – SI21-1050-E00 State Interoperable Communications Grant.

Seconded by

**RESOLUTION NO.**

**DOMINION VOTING SYSTEMS - HAMILTON COUNTY BOARD OF ELECTIONS**

**DATED: JUNE 6, 2024**

**BY**

WHEREAS, the Hamilton County Board of Elections uses Dominion Voting Systems for thirteen ICP/BMD voting machines, EMS Software Maintenance, ICP BMD Audio Firmware Maintenance, and ICP BMD Audio Extended Hardware, and

WHEREAS, Dominion Voting Systems has provided a proposal to extend the hardware warranty with firmware and license on the ICP/BMD units for the period of 01/01/2024 to 12/31/2024 at the price of \$7,670.00 and renew the EMS software maintenance and license for the period of 01/01/2024 to 12/31/24 at the price of \$1,950.00, which is no increase from 2023, therefore, be it

RESOLVED, that the Hamilton County Board of Supervisors does hereby authorize the Chairman of the Board of Supervisors to enter into a contract with Dominion Voting Services for the furnishing of the ICP/BMD voting machine system extended hardware warranty with firmware and license, and the renewal of the EMS software maintenance and license at the contract price of \$9,620.00.

Seconded by



**RESOLUTION NO.**

**AUTHORIZING CHAIRMAN TO SIGN COMMUNITY SERVICES FOR THE ELDERLY CONTRACT AGREEMENT BETWEEN WARREN/HAMILTON OFFICE FOR THE AGING AND HAMILTON COUNTY PUBLIC HEALTH NURSING SERVICE**

**DATED: JUNE 6, 2024**

**BY**

WHEREAS, the Hamilton County Public Health Nursing Service maintains an agreement with Warren/Hamilton Office for the Aging, and

WHEREAS, Hamilton County Public Health Nursing Service provides services for Hamilton County residents under a Community Services for the Elderly contract, and

WHEREAS, this contract has been submitted for renewal for the period April 1, 2024 – March 31, 2025 in the amount of \$3,313.00, be it

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to sign the agreement between the Public Health Nursing Service and Warren/Hamilton Office for the Aging, upon approval of the County Attorney, on behalf of the Hamilton County Public Health Nursing Service.

Seconded by

**RESOLUTION NO.**

**AUTHORIZING CHAIRMAN TO SIGN EISEP AGREEMENT BETWEEN  
WARREN/HAMILTON COUNTY OFA FOR PCI AND PCII LEVEL SERVICES –  
PUBLIC HEALTH**

**DATED: JUNE 6, 2024**

**BY**

WHEREAS, the Hamilton County Public Health Nursing Service has the capacity to provide personal care worker services for Hamilton County residents, and

WHEREAS, Warren/Hamilton Office for the Aging wants to contract for PCI and PCII levels of service under the EISEP program with Hamilton County Public Health Nursing Service, and

WHEREAS, this agreement is for the period commencing April 1, 2024 – March 31, 2025 for a total of \$35,100.00, be it

RESOLVED, that upon the County Attorney's approval, the Chairman of the Board of Supervisors is hereby authorized to sign an agreement with Warren/Hamilton Office for the Aging for PCI and PCII level services under the EISEP program for a term of April 1, 2024 to March 31, 2025 for a total of \$35,100.00.

Seconded by

**RESOLUTION NO.**

**PUBLIC HEALTH EMERGENCY PREPAREDNESS AND RESPONSE GRANT**

**DATED: JUNE 6, 2024**

**BY**

WHEREAS, the New York State Department of Health through Health Research, Inc. (HRI) has offered renewal of Contract No. 1611-18 with Hamilton County Public Health Nursing Service for Public Health Emergency Preparedness and Response for the period July 1, 2024 through June 30, 2025, and

WHEREAS, the grant year overlaps the 2024 and 2025 County Budgeted fiscal year, and

WHEREAS, the total grant contract is for \$52,099, and

WHEREAS, the necessary funds have been appropriated in the 2024 Municipal Budget and the remainder will be proposed for the 2025 Municipal Budget, be it

RESOLVED, that the Chairman of the Board of Supervisors be authorized to sign the Contract with the NYS Department of Health through Health Research Inc., pending approval by the County Attorney and the County Treasurer be so advised.

Seconded by

**RESOLUTION NO.**

**AUTHORIZING PROMOTION TO SENIOR PHYSICAL THERAPIST AND  
APPOINTMENT OF INTERIM CLINICAL MANAGER**

**DATED: JUNE 6, 2024**

**BY**

WHEREAS, Hamilton County hired Brett Darrow on December 9, 2019 as Physical Therapist per Resolution 318-19, and

WHEREAS, it was resolved that after two years of successfully working for Hamilton County full time as Physical Therapist he would be eligible to be promoted to Senior Physical Therapist, and

WHEREAS, the Clinical Manager has retired on May 31, 2024, and

WHEREAS, the Health Committee recommends the promotion of Mr. Darrow to Senior Physical Therapist and the appointment of Mr. Darrow as interim Clinical Manager, be it

RESOLVED, that Mr. Darrow be promoted to Senior Physical Therapist at a Grade 23, Step 3, with a salary of \$91,680.00 effective May 27, 2024, and be it further

RESOLVED, that Mr. Darrow be appointed the interim Clinical Manager for three-months effective May 28, 2024 until August 27, 2024, and will work 40 hours per week for the additional duties paid at his hourly rate, and be it further

RESOLVED, that Account No. A.4050.0110 Physical Therapist be hereby increased by transferring \$21,200.00 from Account No. A.4050.0123 Clinical Manager to Account No. A.4050.0110 Physical Therapist to account for his promotion and additional hours and the Personnel Officer and Treasurer be so notified.

Seconded by

**RESOLUTION NO.**

**AUTHORIZING TEMPORARY PHYSICAL THERAPIST AND PHYSICAL  
THERAPIST ASSISTANT - CHHA**

**DATED: JUNE 6, 2024**

**BY**

WHEREAS, there is a need to provide physical therapy services to the residents of Hamilton County, and

WHEREAS, the Certified Home Health Agency has had key staff members retire and has promoted the Physical Therapist to a supervisory role on an interim basis, and

WHEREAS, there is a Physical Therapist and Physical Therapist Assistant available to work in the Certified Home Health Agency on a per diem basis, be it

RESOLVED, that the Personnel Officer is authorized to retain Katelyn Warner as a Temporary Physical Therapist at a rate of \$50.00 per hour, effective June 10, 2024 – September 10, 2024 for a total number of hours not to exceed 273 hours, and be it further

RESOLVED, that the Personnel Officer is authorized to retain Amanda Youker as a Temporary Physical Therapist Assistant at a rate of \$32.00 per hour, effective June 10, 2024 – September 10, 2024 for a total number of hours not to exceed 273 hours, and be it further

RESOLVED, that the Treasurer is authorized to create the following accounts and make the following transfers:

From: Account No. A.4050.0123 Clinical Manager	\$23,000.00
To: Account No. A.4010.0118 Physical Therapist	\$14,000.00
Account No. A 4010.0119 Physical Therapist Assistant	\$9,000.00

and the Personnel Officer and Treasurer be so notified.

Seconded by

**RESOLUTION NO.**

**AUTHORIZING TEMPORARY REGISTERED PROFESSIONAL NURSE TO BE  
ADDED TO ON-CALL SCHEDULE**

**DATED: JUNE 6, 2024**

**BY**

WHEREAS, Resolution No. 166-24 authorized the hiring of Jeffrey Kaiser, RN as a Temporary Registered Professional Nurse for the period of May 6, 2024 through August 2, 2024, and

WHEREAS, it has been determined, with the current shortage of CHHA nurses, that it would be beneficial to add Mr. Kaiser to the CHHA on-call schedule, be it

RESOLVED, that Mr. Kaiser be added to the CHHA on-call schedule, and be it further

RESOLVED, that when on-call, Mr. Kaiser will be paid the current on-call rate of \$227.50 per week and will be paid his current rate as Temporary Registered Professional Nurse for hours worked when called out and the County Treasurer and Personnel Officer be so notified.

Seconded by

**RESOLUTION NO.**

**APPROVAL TO HIRE CHILD SUPPORT WORKER TRAINEE – SOCIAL SERVICES**

**DATED: JUNE 6, 2024**

**BY**

WHEREAS, Dyanne Crotty, Child Support Specialist in the Hamilton County Department of Social Services, has given notice of her intended retirement in September 2024, and

WHEREAS, Roberta Bly, Commissioner, requests approval to hire a trainee in advance of Ms. Crotty's retirement, and

WHEREAS, Appropriation Account S/S Admin Temporary will need to be funded to cover payroll for a trainee, therefore, be it

RESOLVED, approval be given to the Commissioner of Social Services to hire a temporary trainee within the department with a possible start date of August 5, 2024, and be it further

RESOLVED, that the County Treasurer be authorized to make the following transfer:

From: A6010.0104	S/S Admin, Caseworker B	\$ 7,500.00
To: A6010.0114	S/S Admin, Temporary	\$ 7,500.00

Seconded by

**RESOLUTION NO.**

**AUTHORIZING DEPOSITION OF EXCESS VEHICLES/EQUIPMENT**

**DATED: JUNE 6, 2024**

**BY**

WHEREAS, certain vehicles/equipment have become excess and no longer needed by certain County Agencies, and

WHEREAS, the County Fleet Coordinator has recommended that the following vehicles be disposed from the County inventory:

Year	Make/Model	VIN	Plate#	Dept	FN
2007	Gradall 4100XL	4100000217	AB3317	DPW	304
1999	New Holland 575E	31016104	AB5000	DPW	104

be it

RESOLVED, the above vehicle and equipment be sold to another Town or by auction online by Auctions International and the funds from the sale shall be a revenue credit to Account No.DM2665 Sale of Equipment for vehicles, be it further

RESOLVED, that the Fleet Coordinator see that proper inventory notes be recorded when the transactions are accomplished, and the Fleet Coordinator, Director of Fixed Assets, and the County Treasurer be so notified.

Seconded by



**RESOLUTION NO.**

**AUTHORIZING COUNTY HIGHWAY SUPERINTENDENT TO PURCHASE  
EXCAVATOR -DPW-SOLID WASTE DIVISION**

**DATED: JUNE 6, 2024**

**BY**

WHEREAS, the Solid Waste Division is in need of replacing a backhoe located at the Lake Pleasant transfer station, and

WHEREAS, 2024 John Deere Excavators with a CMP grapple are available for purchase on NYS State Contract/Sourcewell Contract with associated options, and

WHEREAS, the DPW Superintendent recommends the purchase of the 2024 John Deere 85P Excavator with Grapple bucket, be it

RESOLVED, that hereby the County Highway Superintendent is authorized to purchase said Excavator under New York State Contract PC70132, Sourcewell Contract 032119-JDC pricing in the amount of \$166,489.04 with 60 Month Extended Warranty from United Construction and Forestry and will be a charge to Account No. A8189.0401, and be it further

RESOLVED, that hereby the County Treasurer is authorized to transfer \$166,489.04 from the Solid Waste Reserve Fund to Account No. A8189.0401 Solid Waste Capital Reserve Expenditure line and the Clerk of the Board and DPW Superintendent be so notified.

Seconded by

**RESOLUTION NO.**

**AUTHORIZING PAYMENT FOR PETROLEUM BULK STORAGE REGISTRATION  
RENEWAL FOR LONG LAKE COUNTY HIGHWAY GARAGE**

**DATED: JUNE 6, 2024**

**BY**

WHEREAS, the Petroleum Bulk Storage (PBS) 5 year registration renewal fee for PBS#5-492841 is due, and

WHEREAS, the New York State Department of Environmental Conservation will not accept vouchers for the renewal of the registration, be it

RESOLVED, that the Hamilton County Board of Supervisors does hereby authorize payment for registration renewal fees of \$500.00 for the county's PBS #5-492841 located at the Long Lake County Highway Garage on 64 Stone Lane Road, and be it further

RESOLVED, that the County Treasurer is hereby authorized to make a check payable to the New York State Department of Environmental Conservation in the amount of \$500.00 for the said PBS renewal and the funds be taken out of Account No. DM5130.0405 Gas & Diesel and the County DPW Superintendent and Clerk of the Board be so notified.

Seconded by

**RESOLUTION NO.**

**AUTHORIZING HIGHWAY EMPLOYEE PROMOTIONS**

**DATED: JUNE 6, 2024**

**BY**

WHEREAS, the DPW Superintendent has met with the Public Works Committee and Internal Management Committee to recommend promotions of highway employees within the Public Works Department, and

WHEREAS, the following two promotions were recommended to the Public Works Committee and Internal Management Committee -

- Derek Cummins, Road Supervisor I, Grade 15 to Road Supervisor II Grade 17 at a salary of \$68,432.00 under Budget Line D5110.0101
- James Hamm, HEO-Grade 13 to Road Supervisor I-Grade 15 at a salary of \$52,518.00 under Budget Line D5110.101

and

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

RESOLVED, that hereby the Personnel Officer is authorized to adjust the employees as stated hereon effective July 1, 2024 and the DPW Superintendent, County Treasurer and Clerk of the Board be so notified.

Seconded by

**RESOLUTION NO.**

**AUTHORIZING TRANSFER OF FUNDS CAPITAL PROJECT FOR DAMAGE REPAIR  
FROM DR4723 JULY 2023 FLOODING**

**DATE: JUNE 6, 2024**

**BY**

WHEREAS, Resolution No. 277-23 Authorized the funding for repairs from the July 2023 Flooding event, Federal Declaration DR4723, and

WHEREAS, in the first instance the DPW Superintendent recommended the transfer of \$100,000.00 from the County Road Fund balance to fund the permanent repairs, and

WHEREAS, Resolution No. 418-23 authorized additional funding in the amount of \$21,994.58 for 2023 continued repairs, and

WHEREAS, Pine Brook Brook culvert on North Point Road will need to be replaced by a bridge as a result of the disaster damage, and

WHEREAS, the DPW Superintendent recommends the transfer of \$50,000.00 to fund the account for initial engineering and related items to scope the project and prepare for that letting of the project, be it

RESOLVED, that \$50,000.00 be transferred from County Road Fund Balance to Capital Account No.H2.8760.401 July 2023 Flooding and that hereby the County Treasurer is authorized to make the said transfer and the Clerk of the Board and County DPW Superintendent be so notified.

Seconded by

**RESOLUTION NO.**

**AUTHORIZING THE PURCHASE AND INSTALL OF CCTV SYSTEM - INDIAN LAKE BUILDINGS**

**DATED: JUNE 6, 2024**

**BY**

WHEREAS, the DPW Superintendent has met with the Public Works committee to discuss installing CCTV System for the Indian Lake Public Health, DSS and Court Building complex, and

WHEREAS, the DPW has received a written quote for the full purchase and installation from LINSTAR, Inc. under New York State Contract No. PT68825 in the amount of \$30,777.00 which includes a 90-day full warranty, and

WHEREAS, the Superintendent recommends the security system be purchased and installed, be it

RESOLVED, the DPW Superintendent is authorized to move forward with the purchase and installation of the CCTV System as described hereon at a cost of \$30,777.00 from LINSTAR, Inc., 430 Lawrence Bell Drive, Buffalo, NY 14221 to be charged to Account No. A1620.0414, 5 Year Building Projects and the County Treasurer, DPW Superintendent and Clerk of the Board be so advised.

Seconded by