

AGENDA
SEVENTH SESSION

JULY 6, 2017

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

Accepting Minutes of May 22, 2017 and June 1, 2017

Public Comment Period

Reports of Standing/Special Committees

11:00 AM Public Hearing – Home Rehabilitation Program

RESOLUTIONS:

- No. 1 Authorizing Chairman to Sign MOU – North Country Workforce Development

- No. 2 Authorization to Pay Patient Centered Outcome Research Institute (PCORI) Fee

- No. 3 Creating and Funding Temporary Line in Personnel Office Budget

- No. 4 Authorizing Chairman to Sign Contracts for Evaluation and Service Provision with Center-Based Service Providers for Children Aged 3-5 Years

- No. 5 Authorizing Chairman to Sign Contract with Lake Pleasant Central School District to Provide Services for the Preschool Special Education Program

- No. 6 Authorizing Chairman to Sign Contract with School District to Provide Related Services for the Preschool Special Education Program – Wells Central School

- No. 7 Authorizing Chairman to Sign Contract for Preschool Evaluation and Service Provision with Advanced Therapy, PLLC

- No. 8 Authorizing Chairman to Sign Contract with United Healthcare Empire Plan

- No. 9 Resolution to Contract for Rabies Vaccination Clinics – Gracey Welsh

- No. 10 Authorizing Chairman to Sign “Certification Statement for Provider Utilizing Electronic Billing”
- No. 11 Approval of and Authorizing Chairman to Sign Resource Allocation Plan
- No. 12 Authorizing and Funding Telepsychiatry – Community Services
- No. 13 Cooperative Agreement between the County Attorney and the Department of Social Services
- No. 14 Increasing the Summer Youth Employment Program Budget
- No. 15 Authorization to Enter into Contracts with Berkshire Farms and Parson’s Child and Family Services for Certified Foster Care Homes
- No. 16 Authorization to Enter into Contract with William George Agency for Residential Treatment
- No. 17 Authorizing Revision of Resolution No. 151-17 Deposition of Excess Vehicles
- No. 18 Resolution Authorizing Hamilton County’s Chairman, William G. Farber to Submit for a New York State Consolidated Funding Application for Hamilton County Solid Waste and Recycling Efficiency Study
- No. 19 Authorizing Chairman to Sign Intermunicipal Agreement for Hamilton County Fuel Consolidation

RESOLUTION NO.

**AUTHORIZING CHAIRMAN TO SIGN MOU – NORTH COUNTRY WORKFORCE
DEVELOPMENT**

DATED: JULY 6, 2017

BY

WHEREAS, the North Country Workforce Development Board has developed a Memorandum of Understanding (MOU) as required by the Workforce Innovation and Opportunity Act, and

WHEREAS, all four Counties of the North Country Workforce Region will be signatories to said agreement, and

WHEREAS, said agreement is necessary for the continuation of Workforce programs in Hamilton County, now, therefore, be it

RESOLVED, that the Chairman of the Hamilton County Board of Supervisors is hereby authorized to sign said MOU and all related documents based on the approval of the County Attorney and the Department of Social Services Commissioner.

Seconded by

RESOLUTION NO.

**AUTHORIZATION TO PAY PATIENT CENTERED OUTCOMES RESEARCH
INSTITUTE (PCORI) FEE**

DATED: JULY 6, 2017

BY

WHEREAS, the Affordable Care Act imposes a fee on HRA plan sponsors to help fund the Patient-Centered Outcomes Research Institute (PCORI), and

WHEREAS, the PCORI Fee, required to be reported only once a year on the second quarter FORM 720 and paid by July 31, is based on the average number of lives covered under the plan for the twelve months of the previous plan year, and

WHEREAS, the Chairman of the Board of Supervisors has the authority to authorize said payments on an annual basis upon completion of Tax Form 720 by the County Treasurer, and

WHEREAS, the applicable dollar amount is \$2.26 per covered life on an annual basis, and

WHEREAS, the Personnel Officer has determined the average number of covered lives for the Hamilton County 2016 plan year is 43, now, therefore, be it

RESOLVED, that the Hamilton County Board of Supervisors do hereby authorize payment of \$97.18 made payable to the United States Treasury, Department of Treasury, Internal Revenue Service, Cincinnati, OH 45999-0009, out of Account No. A9060.801, for the required 2016 PCORI Fee and the County Treasurer be so authorized and the Personnel Officer be so advised.

Seconded by

RESOLUTION NO.

CREATING AND FUNDING TEMPORARY LINE IN PERSONNEL OFFICE BUDGET

DATED: JULY 6, 2017

BY

WHEREAS, the Clerk in the Personnel Office resigned effective June 16, 2017,
and

WHEREAS, the new Clerk will not be available to start until July 5, 2017, and

WHEREAS, the Personnel Officer is requesting to hire temporary help to cover the office during scheduled time off for the Personnel Officer and in order to allow for training during the transition of the new Clerk, be it

RESOLVED, that the Personnel Officer is hereby authorized to hire temporary help beginning June 19, 2017, and be it further

RESOLVED, that the County Treasurer is hereby authorized to create Account No. A1430.104 Temporary and fund by transferring \$700.00 from the Clerk Account No. 1430.102.

Seconded by

RESOLUTION NO.

AUTHORIZING CHAIRMAN TO SIGN CONTRACTS FOR EVALUATION AND SERVICE PROVISION WITH CENTER-BASED SERVICE PROVIDERS FOR CHILDREN AGED 3-5 YEARS

DATE: JULY 6, 2017

BY

WHEREAS, Hamilton County is required to provide for Comprehensive evaluations for children aged 3-5, who reside within Hamilton County and have a suspected developmental delay through the Committee on Pre-School Special Education (CPSE) process, and

WHEREAS, Hamilton County is required to provide for any combination of Center-Based itinerant or related professional services including: Special Education Itinerant (SEIT) Services; skilled Physical, Occupational, and Speech Therapy Related services; Counseling and/or one-on-one Aide services for children determined to have an eligible level of developmental delay and require center-based services to fully meet their needs; as defined through the CPSE Process, and

WHEREAS, pursuant to Section 4410 of the New York State Education Law, the County is required to maintain contracts with several providers for the provision of comprehensive Evaluation and specialized center-based services as described above; in order to provide parents with a choice for service provision, and

WHEREAS, reimbursement for comprehensive evaluation and subsequent center-based services is determined by the extent of the evaluation and results, and based on rates set in conjunction with the Rate Setting Unit of the New York State Education Department, and

WHEREAS, Comprehensive Evaluations may be requested at any time and/or professional related service provision may be requested at any time through the regular school year and/or the 30 day summer session, and

WHEREAS, the Hamilton County Public Health Nursing Service represents Hamilton County as administrator of this program, be it

RESOLVED, that the Chairman of the Hamilton County Board of Supervisors is hereby authorized to sign contracts, upon approval of the County Attorney, for Comprehensive Evaluation and Center-Based professional service provision for children residing within Hamilton County at rates set by the New York State Department of Education, for the period of September 1, 2017 through August 31, 2018 between the Hamilton County Public Health Nursing Service and, not limited to but including, the following center-based preschool service providers:

NYSARC, Inc.

a/k/a The Children's Corner – The Adirondack ARC
12 Mohawk Street Tupper Lake, NY 12986
518-359-3351

Center for Disability Services
Dbas Prospect Center
133 Aviation Road
Queensbury, NY 12804
518-798-0170

Upstate Cerebral Palsy, Inc
1020 Mary Street
Utica, NY 13501
315-724-6907

Children's Development Group for
Speech, OT, PT, and Psychological Services, PLLC
87 Pleasant Street
Keesville, NY 12944

Kelberman Center, Inc
1601 Armory Drive
Utica, NY 13501

Seconded by

RESOLUTION NO.

**AUTHORIZING CHAIRMAN TO SIGN CONTRACT WITH LAKE PLEASANT
CENTRAL SCHOOL DISTRICT TO PROVIDE SERVICES FOR THE PRESCHOOL
SPECIAL EDUCATION PROGRAM**

DATED: JULY 6, 2017

BY

WHEREAS, the Hamilton County Public Health Nursing Service is required to provide for special education and related services for children aged 3-5, who reside within Hamilton County and have a developmental delay as defined through a comprehensive evaluation, through the Committee on Pre-School Special Education (CPSE) process, and

WHEREAS, Lake Pleasant Central School District is an approved provider of special education and related services through the New York State Department of Education, and

WHEREAS, the frequency and duration of services for each child is based on the findings of the comprehensive evaluation and rules applying to section 4410 of the NYS Education Law, as determined by the CPSE committee in preparing an Individualized Education Plan (IEP), and

WHEREAS, the compensation for special education and related services are set at rates in conjunction with the Rate Setting Unit of the NYS Department of Education, be it

RESOLVED, that the Chairman of the Hamilton County Board of Supervisors is authorized to enter into a contract with said provider to provide the aforesaid services for the period of September 1, 2017 through August 31, 2018 pursuant to an aforesaid IEP for each eligible child, with compensation for services rendered at the current approved rates set forth for Hamilton County by the Rate Setting Unit of the NYS Education Department, upon approval of the County Attorney and the County Treasurer be so notified.

Seconded by

RESOLUTION NO.

**AUTHORIZING CHAIRMAN TO SIGN CONTRACT WITH SCHOOL DISTRICT TO
PROVIDE RELATED SERVICES FOR THE PRESCHOOL SPECIAL EDUCATION
PROGRAM – WELLS CENTRAL SCHOOL**

DATED: JULY 6, 2017

BY

WHEREAS, the Hamilton County Public Health Nursing Service is required to provide for Speech, Occupational and Physical Therapy Services for children aged 3-5, who reside within Hamilton County and have a developmental delay as defined through a comprehensive evaluation, through the Committee on Pre-School Special Education (CPSE) process, and

WHEREAS, Wells Central School District can provide these related services through the New York State Department of Education, and

WHEREAS, the frequency and duration of services for each child is based on the findings of the comprehensive evaluation and rules applying to section 4410 of the NYS Education Law, as determined by the CPSE committee in preparing an Individualized Education Plan (IEP), and

WHEREAS, the compensation for related services are set at rates in conjunction with the Rate Setting Unit of the NYS Department of Education, be it

RESOLVED, that the Chairman of the Hamilton County Board of Supervisors is authorized to enter into a contract with said provider to provide the aforesaid services for the period of September 1, 2017 through August 31, 2018 pursuant to an aforesaid IEP for each eligible child, with compensation for services rendered at the current approved rates set forth for Hamilton County by the Rate Setting Unit of the NYS Education Department, upon approval of the County Attorney, and the County Treasurer be so notified.

Seconded by

RESOLUTION NO.

**AUTHORIZING CHAIRMAN TO SIGN CONTRACT FOR PRESCHOOL
EVALUATION AND SERVICE PROVISION WITH ADVANCED THERAPY, PLLC**

DATED: JULY 6, 2017

BY

WHEREAS, the Hamilton County Public Health Nursing Service is required to provide for special education and related services for children aged 3 – 5 who reside in Hamilton County and have a developmental delay as defined through a comprehensive evaluation through the Committee on Pre-School Special Education (CPSE) process, and

WHEREAS, Advanced Therapy, PLLC is an approved provider of special education and related services through the New York State Department of Education, and

WHEREAS, the frequency and duration of services for each child is based on the findings of the comprehensive evaluation and rules applying to section 4410 of the New York State Education Law, as determined by the CPSE committee in preparing an Individualized Education Plan (IEP), and

WHEREAS, the compensation for special education and related services are set at rates in conjunction with the Rate Setting Unit of the NYS Department of Education, be it

RESOLVED, that the Chairman of the Hamilton County Board of Supervisors is hereby authorized to enter into a contract with said provider to provide the aforesaid services for the period of September 1, 2017 through August 31, 2018 pursuant to an aforesaid IEP for each eligible child, with compensation for each eligible child, with compensation for services rendered at the current approved rates set forth for Hamilton County by the Rate Setting Unit of the NYS Education Department, upon approval of the County Attorney and the County Treasurer be so notified.

Seconded by

RESOLUTION NO.

**AUTHORIZING CHAIRMAN TO SIGN CONTRACT WITH UNITED HEALTHCARE
EMPIRE PLAN**

DATED: JULY 6, 2017

BY

WHEREAS, Hamilton County Public Health Nursing Services wishes to enter into a contract with United Healthcare Empire Plan, and

WHEREAS, United Healthcare and HCPHNS have agreed to the following fee schedule as set forth in Compensation Exhibit 418: Ancillary Home Care Services Provider Payment:

Home Health Aide	\$30.00 Per Hour
Registered Nurse Services	\$125.00 Per Visit
Medical Social Services	\$125.00 Per Visit
Occupational Therapy Evaluation	\$125.00 Per Visit
Physical Therapy Evaluation/Treatment	\$125.00 Per Visit
Speech Therapy Services	\$125.00 Per Visit

WHEREAS, the effective date of the agreement will be listed on the signature page and will be in effect for a period of three (3) years, therefore, be it

RESOLVED, that the Chairman of the Board of Supervisors is authorized to sign the UnitedHealthcare Empire Plan Provider Agreement upon approval of the County Attorney.

Seconded by

RESOLUTION NO.

RESOLUTION TO CONTRACT FOR RABIES VACCINATION CLINICS – GRACEY WELSH

DATED: JULY 6, 2017

BY

WHEREAS, in NYS it is the responsibility of the local health department to have a system in place for the control and suppression of rabies, and

WHEREAS, the Hamilton County Nursing Service (HCPHNS) holds periodic rabies vaccination clinics throughout the County which provides for free vaccination of taxpayers dogs, cats and domestic ferrets, and

WHEREAS, the services of a licensed veterinarian is required to provide this service, and

WHEREAS, Dr. Gracey Welsh has agreed to provide veterinarian services for HCPHNS, and

WHEREAS, Dr. Gracey Welsh has agreed to maintain membership in the American Veterinary Medical Association, making her eligible to maintain professional liability insurance at the required level, and

WHEREAS, Dr. Gracey Welsh will be reimbursed at a rate of \$75.00 per hour, to include travel time and two clinic hours plus travel reimbursement at the prevailing county mileage rate, be it

RESOLVED, that the Chairman of the Board of Supervisors is authorized to enter into a contract with Dr. Gracey Welsh, to provide veterinary services at HCPHNS rabies clinics, at a rate of \$75.00 per clinic hour, plus mileage to begin July 1, 2017 to June 30, 2018 upon approval of the County Attorney and the County Treasurer be so notified.

Seconded by

RESOLUTION NO.

AUTHORIZING CHAIRMAN TO SIGN “CERTIFICATION STATEMENT FOR PROVIDER UTILIZING ELECTRONIC BILLING”

DATED: JULY 6, 2017

BY

WHEREAS, the Hamilton County Public Health Nursing Service submits electronic claims to the State’s Medicaid Fiscal Agent, and

WHEREAS, the agency maintains 3 programs for which one or more “Certification Statement for Provider Utilizing Electronic Billing” forms is required as follows:

Hamilton County Public Health Nursing Service (CHHA):

ETIN: J5T (BlackTree) – Medicaid Provider Number 02997386 – Hamilton County Public Health Nursing Service. Expires October

be it

RESOLVED, that the Chairman of the Board of Supervisors is authorized to sign each “Certification Statement for Provider Utilizing Electronic Billing” for the Hamilton County Public Health Nursing Service, as needed, for the period January 1, 2017 through December 31, 2017.

Seconded by

RESOLUTION NO

**APPROVAL OF AND AUTHORIZING CHAIRMAN TO SIGN RESOURCE
ALLOCATION PLAN**

DATED: JULY 6, 2017

BY

WHEREAS, the County of Hamilton is in receipt of the Resource Allocation Plan for the county's Youth Board funding provided by the Office of Children and Family Services for 2017, and

WHEREAS, the plan identifies the program and project applications as part of the required components of the County's Comprehensive Youth Service Plan as approved by the Office of Children and Family Services, and

WHEREAS, this plan will qualify the County for State reimbursement for the program year, be it

RESOLVED, that the Hamilton County Board of Supervisors hereby approves the 2017 Resource Allocation Plan and authorizes the Chairman to sign and the County Treasurer be so advised.

Seconded by

RESOLUTION NO.

AUTHORIZING AND FUNDING TELEPSYCHIATRY – COMMUNITY SERVICES

DATED: JULY 6, 2017

BY

WHEREAS, the Hamilton County Community Services Board supports the Hamilton County Community Services (HCCS) Department's plan to provide Telepsychiatry on location in the Hamilton County Jail, in Hamilton County Public Schools and at HCCS Clinic sites through a contract with EBehavioral Care, Inc. and its associated Provider Professional Organization, Comprehensive Medicine, PLLC, both of 105 Duffield Road, Rochester, NY 14618, and

WHEREAS, the New York State Office of Mental Health's has approved Hamilton County's request for additional recurring Community Reinvestment funding in the amount of \$37,500.00 to support the provision of Telepsychiatry at these locations, be it

RESOLVED, that the County Treasurer be authorized to create Appropriation Account No. A4310.0420 Mental Health Telepsychiatry in the amount of \$37,500.00 to be totally offset by creating and funding Revenue Account No. A3490.0400 Mental Health Telepsychiatry in the amount of \$37,500.00 to support Telepsychiatry, and be it further

RESOLVED, the County Attorney prepare a contract for 2017 with EBehavioral Care, Inc. and its associated Provider Professional Organization, Comprehensive Medicine, PLLC to provide this service at a rate of \$120.00 per episode of treatment for a maximum of \$30,000.00 per established policies and procedures, and be it further

RESOLVED, that the remaining \$7,500.00 in funding be used by the County to support the necessary infrastructure and staffing associated with the provision of this service, and be it further

RESOLVED, that the Hamilton County Board of Supervisors hereby authorizes the Chairman to sign the contract and the County Treasurer be so advised.

Seconded by

RESOLUTION NO.

**COOPERATIVE AGREEMENT BETWEEN THE COUNTY ATTORNEY AND THE
DEPARTMENT OF SOCIAL SERVICES**

DATED: JULY 6, 2017

BY

WHEREAS, it is necessary for the Department of Social Services to enter into a cooperative agreement with the County Attorney in order to justify and obtain finding for such representation, and

WHEREAS, the Office of the County Attorney provides representation to the Department of Social Services through appointment of the Assistant County Attorney, be it

RESOLVED, that the Commissioner of the Hamilton County Department of Social Services, the Hamilton County Attorney and the Hamilton County Chairman of the Board of Supervisors are hereby authorized to execute a Cooperation Agreement for the term of August 1, 2016 through July 31, 2017 between the Department of Social Services and the Hamilton County Attorney upon review of the Hamilton County Attorney.

Seconded by

RESOLUTION NO.

INCREASING THE SUMMER YOUTH EMPLOYMENT PROGRAM BUDGET

DATED: JULY 6, 2017

BY

WHEREAS, the Hamilton County Summer Youth Employment Program (SYEP), administered by the Hamilton County Department of Social Services, has been awarded the amount of Nine Thousand Four Hundred Five Dollars (\$9,405.00) for the administration of the 2017 SYEP, and

WHEREAS, the amount to be awarded for SYEP was not known at the time the 2017 budget was adopted, no amount was put in the 2017 Hamilton County budget for Account No. A6290.103, Job Training Participating Summer Youth, therefore, be it

RESOLVED, that Account No. A6290.103, Job Training Participating Summer Youth, be increased by Nine Thousand Four Hundred Five Dollars (\$9,405.00) to be totally offset by increasing Revenue Account No. A4089.100, Federal Aid, WIA, by same amount and the County Treasurer be so authorized.

Seconded by

RESOLUTION NO.

**AUTHORIZATION TO ENTER INTO CONTRACTS WITH BERKSHIRE FARMS AND
PARSONS CHILD AND FAMILY SERVICES FOR CERTIFIED FOSTER CARE
HOMES**

DATED: JULY 6, 2017

BY

WHEREAS, children placed in the care and custody of the Commissioner of Social Services as a result of abuse, neglect, maltreatment or voluntary surrender require out-of-home placement in Certified Foster Family Boarding homes, and

WHEREAS, these foster homes are certified by the New York State Office of Children and Family Services (OCFS), and

WHEREAS, maximum state reimbursable rates are established by OCFS, be it

RESOLVED, the Chairman of the Board of Supervisors, upon review and approval of the County Attorney, is hereby authorized to enter into agreements with said Foster Family Boarding Homes.

Seconded by

RESOLUTION NO.

**AUTHORIZATION TO ENTER INTO CONTRACT WITH WILLIAM GEORGE
AGENCY FOR RESIDENTIAL TREATMENT**

DATED: JULY 6, 2017

BY

WHEREAS, children placed in the care and custody of the Commissioner of Social Services as a result of abuse, neglect, maltreatment or voluntary surrender require out-of-home placement in residential treatment centers, and

WHEREAS, these residential treatment centers are certified by the New York State Office of Children and Family Services (OCFS), and

WHEREAS, maximum state reimbursable rates are established by OCFS, be it

RESOLVED, the Chairman of the Board of Supervisors, upon review and approval of the County Attorney, is hereby authorized and directed to enter into agreements with said Residential Treatment Center.

Seconded by

RESOLUTION NO.

AUTHORIZING REVISION OF RESOLUTION NO. 151-17 DEPOSITION OF EXCESS VEHICLES

DATED: JULY 6, 2017

BY

WHEREAS, Resolution No. 151-17 Adopted on May 4, 2017 authorizes the Fleet Coordinator to dispose of certain county fleet vehicles, and

WHEREAS, after consideration the Fleet Maintenance Supervisor recommends that Vehicle No. 749, which was authorized for deposition, should remain in the county fleet, and

WHEREAS, the County Fleet Coordinator recommends that the following vehicle be disposed from the County inventory:

<u>Year</u>	<u>Make/Model</u>	<u>VIN</u>	<u>Plate#</u>	<u>Dept</u>	<u>FN</u>
2008	Chev/Impala	2G1WB58N981226225	AB6930	DPW	745

be it

RESOLVED, the above vehicle be disposed of by auction online by Auctions International and funds from the mentioned auction shall be a revenue credit to Revenue Account DM2665 Sale of Equipment, and 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.

RESOLUTION AUTHORIZING HAMILTON COUNTY'S CHAIRMAN, WILLIAM G. FARBER TO SUBMIT FOR A NEW YORK STATE CONSOLIDATED FUNDING APPLICATION FOR HAMILTON COUNTY SOLID WASTE AND RECYCLING EFFICIENCY STUDY

DATED: JULY 6, 2017

BY

WHEREAS, the Board of Supervisors, after due consideration, has determined that it is desirable and in the public interest to act as the Lead Applicant, and along with support of the Towns of Arietta, Benson, Hope, Indian Lake, Inlet, Lake Pleasant, Long Lake, Morehouse, Wells and the Village of Speculator under the New York State Consolidated Funding Application to be titled, Hamilton County Solid Waste and Recycling Efficiency Study, and

WHEREAS, the intent of the proposed project is to provide the County, Towns and Village a study on efficiency of the current Solid Waste and Recycling systems throughout the county and for the shared service possibilities to create more efficiency and the savings of time and spending of the local governments budgets now and for the future, be it

RESOLVED, that Hamilton County Board of Supervisors authorizes and directs Hamilton County's Chairman, William G. Farber to submit an application for financial assistance under the New York State Consolidated Funding Application and is authorized to execute all other documents necessary for the implementation of this work, and is also authorized to execute all financial and/or administrative processes relating to the grant program.

Seconded by

RESOLUTION NO.

**AUTHORIZING CHAIRMAN TO SIGN INTERMUNICIPAL AGREEMENT FOR
HAMILTON COUNTY FUEL CONSOLIDATION**

DATED: JULY 6, 2017

BY

WHEREAS, Hamilton County has completed Phase I, II and III of the Hamilton County Fuel Consolidation Projects, and

WHEREAS, the purpose of the Hamilton County Fuel Consolidation projects were to eliminate unnecessary fueling depots within the County and to encourage all municipalities, school districts and State Agencies to participate and utilize these fueling facilities, and

WHEREAS, it is necessary to enter into an intermunicipal agreement per requirements of the Department of State, and

WHEREAS, the County Attorney has reviewed and approved the said contract and the County Highway Superintendent recommends entering into the said contract, be it

RESOLVED, the Chairman of the Board is hereby authorized to enter into an agreement with the municipalities that are part of the Hamilton County Fuel Consolidation for (5) years beginning on June 1, 2017 and ending on December 31, 2022 to procure and sell gasoline and diesel fuel to the municipal partners and the said contract be on file with the Clerk of the Board and the County Treasurer, Clerk of the Board and Highway Superintendent be so advised.

Seconded by