

AGENDA
SEVENTH SESSION

JULY 3, 2019

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

Accepting Minutes of May 28, 2019 and June 6, 2019

Public Comment Period

Reports of Standing/Special Committee

10:45 AM Hamilton County Soil & Water Conservation District

RESOLUTIONS:

- No. 1 Authorizing Acceptance of Back Taxes in Town of Benson

- No. 2 Approval of Bids on Auctioned Tax Parcels

- No. 3 Approving Archival Manual Under NYSA Grant 0580-19-7584 – County Historian

- No. 4 Authorizing Scope of Service Fees with C&S Companies – Communications and Interoperability Project

- No. 5 Authorizing Advertising for a Qualified Microwave Service and Maintenance Provider – Emergency Services

- No. 6 Authorizing Step Change for Probation Employee

- No. 7 Authorizing Chairman to Sign WIC Contract

- No. 8 Authorization to Sign Kantime Software Subscription Renewal Agreement

- No. 9 Authorizing the Commissioner of the Hamilton County Department of Social Services and Hamilton County Public Health to Enter into an Interagency Agreement with Warren County Department of Public Health and Warren County Department of Social Services to Provide Point of Entry Long Term Care Services

- No. 10 Approval of Expenditure for Construction of County Road Fund Project for 2019
- No. 11 Authorizing Payment for Petroleum Bulk Storage Registration Renewal for Long Lake County DPW Facility
- No. 12 Authorization to Increase 2019 County Road Capital Project Budget with the Remaining 2018-2019 CHIPs Cumulative Roll Over Balance from Close of the County's 2018 Fiscal Year & Adding Extreme Weather Recovery Funding
- No. 13 Authorizing Purchase of Containers for Storage of Electronic Recyclables

RESOLUTION NO.

AUTHORIZING ACCEPTANCE OF BACK TAXES IN TOWN OF BENSON

DATED: JULY 3, 2019

BY

WHEREAS, the Board of Supervisors has been contacted Susan Wilkes, on property located in the Town of Benson, with parcel ID #154.019-1-7, in the name of Marion F. Heideman, deceased, concerning the 2017 and 2018 back taxes owed, and

WHEREAS, Susan Wilkes, from the Westchester County Public Administrator Office, has been in contact with the County Treasurer in working on the Estate of Marion F. Heideman to resolve the issue of the back taxes in the estate, and

WHEREAS, Susan Wilkes, of the Westchester County Public Administrators Office, has submitted a written request as to why the taxes have not been paid to date and a request to pay the back taxes, therefore, be it

RESOLVED, that the Hamilton County Treasurer is hereby authorized to accept payment of the taxes owed in the amount of \$2,974.54 together with an administrative charge of \$500.00 for a total of \$3,474.54 due by July 31, 2019.

Seconded by

RESOLUTION NO.

APPROVAL OF BIDS ON AUCTIONED TAX PARCELS

DATED: JULY 3, 2019

BY

WHEREAS, the County of Hamilton held the annual foreclosure auction in conjunction with Fulton County on June 19, 2019, at the Holiday Inn, Johnstown, NY, and

WHEREAS, attached hereto and made part hereof is Schedule "A" which contains the names of the high bidder, the tax parcel number, and the bid price for each parcel, and

WHEREAS, the Hamilton County Treasurer has reviewed the bids for each tax parcel and recommends that the Board of Supervisors approve the bids and sale of said parcels to the high bidders, now, therefore, be it

RESOLVED, that the Hamilton County Board of Supervisors, pursuant to Section 116 of the Real Property Tax Law of the State of New York, does hereby approve the bid price for each map parcel shown on "Schedule A" and does hereby authorize the transfer of said property to the named high bidder subject to receipt of the entire bid amount along with associated transfer costs and the approval of the County Attorney, and be it further

RESOLVED, that the Hamilton County Board of Supervisors does hereby authorize the Chairman of the Hamilton County Board of Supervisors to execute Quit Claim Deeds for said tax map parcels to the high bidder and to execute all other necessary documents to transfer said tax map parcels to the high bidder.

Seconded by

SCHEDULE "A"

Town of Indian Lake:

Bidder:

Adirondack Historical Assoc. Parcel: 39.019-1-8.200 Bid Price: \$100.00

Jordan Wadsworth Parcel: 66.005-2-16 Bid Price: \$100.00

Town of Morehouse:

Bidder:

Matthew Keicher, Jr. Parcel: 124.000-1-48.100 Bid Price: \$1,500.00

Gerard Defrancesco Parcel: 125.000-1-14 Bid Price: \$1,000.00

Matthew Keicher, Jr Parcel: 125.000-1-16.200 Bid Price: \$10,500.00

Town of Wells:

Bidder:

Charles M. Christie Parcel: 130.018-3-14 Bid Price: \$37,500.00

RESOLUTION NO.

APPROVING ARCHIVAL MANUAL UNDER NYSA GRANT 0580-19-7584 – COUNTY HISTORIAN

DATED: JULY 3, 2019

BY

WHEREAS, a grant was awarded by the New York State Archives (“Local Government Records Management Improvement Fund, ID No. 0580-19-7584”) to the County Historian in the amount of \$60,043 to improve the management of the County collection of historic records, and

WHEREAS, a portion of this grant has been used to create a manual to improve and standardize the management of the archive of historical records maintained by the County Historian, and

WHEREAS, this document contains formal policies and procedures recommended by the New York State Archives for the management of historical records, therefore, be it

RESOLVED, that the Board of Supervisors approves the policies and procedures outlined in this manual as on file in the Clerk of the Board’s Office.

Seconded by

RESOLUTION NO.

**AUTHORIZING SCOPE OF SERVICE FEES WITH C&S COMPANIES –
COMMUNICATIONS AND INTEROPERABILITY PROJECT**

DATED: JULY 3, 2019

BY

WHEREAS, Hamilton County Office of Emergency Services is in receipt of grants from the New York State Department of Homeland Security and Emergency Services (DHSES) in the amounts of \$471,640.00, \$540,339.00, \$544,803.00, and \$6,000,000.00 totaling \$7,556,782.00 for the purpose of improved, enhanced, and interoperable communications, and

WHEREAS, through the RFP process, Hamilton County has chosen C & S Companies as the consultant/engineering firm to accomplish the communications project authorized under the aforementioned grants, and

WHEREAS, by Resolution No. 117-19 of April 9, 2019 Hamilton County awarded this professional service to C&S Companies, and

WHEREAS, C & S Companies has submitted Appendix A, B, & C to Hamilton County in the amount of \$657,610.00 to plan and manage the project to completion as set forth in an agreed to scope of work, therefore, be it

RESOLVED, that the Hamilton County Board of Supervisors authorize the County Chairman to initial the C & S Company's scope of work fees (Appendix, A, B & C) in the amount of \$657,610.00, and that the County Treasurer and the County Director of Emergency Services be so notified.

Seconded by

RESOLUTION NO.

**AUTHORIZING ADVERTISING FOR A QUALIFIED MICROWAVE SERVICE AND
MAINTENANCE PROVIDER – EMERGENCY SERVICES**

DATED: JULY 3, 2019

BY

WHEREAS, with SICG grant funding from the New York State Department of Homeland Security and Emergency Services (DHSES), Office of Interoperable Communications (OIEC) of \$2,530,385.00, Hamilton County has purchased and installed a Nokia microwave system for communication between Lake Pleasant Dispatch and Blue Mountain, with connectivity into the Adirondack Regional Interoperable Communications Consortium, and

WHEREAS, the afore mentioned microwave system is also fundamental to the back-up coverage for the Hamilton County Dispatch provided by the Fulton County Dispatch, and

WHEREAS, in order to rely on the microwave system being always in working order, an on-going service and maintenance program performed by a qualified service and maintenance provider needs to be put in place, and

WHEREAS, funding for this service is an allowable charge to the several Formula and Targeted Interoperability grants currently issued to the County through DHSES OIEC, and

WHEREAS, Hamilton County must go through the RFP process is engage the services of said service and maintenance provider, therefore, be it

RESOLVED, that Emergency Services Director be authorized to advertise for a qualified microwave service and maintenance provider for the Hamilton County microwave system beginning on July 5, 2019 with responses for that ad to be submitted to the Clerk of the Hamilton Board of Supervisors by 11:00 AM on July 26, 2019.

Seconded by

RESOLUTION NO.

AUTHORIZING STEP CHANGE FOR PROBATION EMPLOYEE

DATED: JULY 3, 2019

BY

WHEREAS, John Boya has been employed by the Hamilton County Probation Department for one year, which would move him to step one on his anniversary date, and

WHEREAS, John Boya has the knowledge and experience from his prior five years' service with Hamilton County as a Probation Officer to warrant special consideration, and

WHEREAS, the Hamilton County Probation Director has recommended to the Internal Management Committee that John Boya's Step be increased from Step One to Step Two on his anniversary date, and

WHEREAS, the Internal Management Committee agrees with this recommendation, now, therefore, be it

RESOLVED, that John Boya's Step will become Step Two at Grade 12 effective on his anniversary date, and be it further

RESOLVED, that the Probation Director, Personnel Officer and County Treasurer be so authorized.

Seconded by

RESOLUTION NO.

AUTHORIZING CHAIRMAN TO SIGN WIC CONTRACT

DATED: JULY 3, 2019

BY

WHEREAS, the New York State Department of Health, Agency # 12000, requests the renewal of the Contract No. C-025751 with Hamilton County Public Health Nursing Service to provide Women, Infant and Children Program (WIC) Services, for the period of October 1, 2019–September 30, 2020, and

WHEREAS, the grant year overlaps the 2019- 2020 County Budgeted fiscal year, and

WHEREAS, the total grant contract is for Sixty Three Thousand Three Hundred Twenty Dollars (\$63,320), and

WHEREAS, the necessary funds have been appropriated in the 2019 Municipal Budget and the remainder will be proposed for the 2020 Municipal Budget, be it

RESOLVED, that the Chairman of the Board of Supervisors be authorized to sign the Contract with the NYS WIC Program, and the County Treasurer be so notified.

Seconded by

RESOLUTION NO.

AUTHORIZATION TO SIGN KANTIME SOFTWARE SUBSCRIPTION RENEWAL AGREEMENT

DATE: JULY 3, 2019

BY

WHEREAS, the Hamilton County Public Health Nursing Service currently uses KanTime Software as their electronic medical record (EMR) vendor, and

WHEREAS, the current contract with KanTime is due for renewal, and

WHEREAS, the Director of Public Health has recommended KanTime as the best vendor to meet the needs of the agency with a monthly fee of eight hundred dollars (\$800) for census 1-25, twelve hundred fifty dollars (\$1,250) for a census of 25-50, or seventeen hundred fifty dollars for a census of 51-100, and

WHEREAS, the renewal term shall be for a period of two years starting June 14, 2019 through June 13, 2021, be it

RESOLVED, that the Chairman of the Board of Supervisors is authorized to sign the KanTime Software Subscription Renewal Agreement.

Seconded by

RESOLUTION NO.

**AUTHORIZING THE COMMISSIONER OF THE HAMILTON COUNTY
DEPARTMENT OF SOCIAL SERVICES AND HAMILTON COUNTY PUBLIC
HEALTH TO ENTER INTO AN INTERAGENCY AGREEMENT WITH WARREN
COUNTY DEPARTMENT OF PUBLIC HEALTH AND WARREN COUNTY
DEPARTMENT OF SOCIAL SERVICES TO PROVIDE POINT OF ENTRY LONG
TERM CARE SERVICES**

DATED: JULY 3, 2019

BY

WHEREAS, Hamilton County Board of Supervisors Memorandum dated March 31, 2016, authorized an agreement for the purpose of acting as one entity in the creation and functioning of a Point of Entry Long Term Care Service for residents of Warren and Hamilton County with the Warren County Office for the Aging to serve as lead agency, and

WHEREAS, the Director of the Warren-Hamilton Office of the Aging has recommended the memorandum of understanding be amended to include reimbursement for salary and fringe benefits to employees providing such services, in an amount not to exceed Forty Thousand Dollars (\$40,000) , for a term commencing January 1, 2019 and terminating upon thirty (30) days written notice, and by mutual agreement these written modifications will be duly noted and a new Interagency agreement be updated, now, therefore, be it

RESOLVED, that the Hamilton County Board of Supervisors, be and hereby is, authorized to amend the Interagency Agreement to include reimbursement for salary and fringe benefits to employees providing such services, in an amount not to exceed Forty Thousand (\$40,000), for a term commencing January 1, 2019 and terminating upon (30) days written notice, in a form approved by the County Attorney, and be it further

RESOLVED, that the Director of Public Health and the Commissioner of Social Services are authorized to sign and execute the updated Interagency Agreement.

Seconded by

RESOLUTION NO.

**APPROVAL OF EXPENDITURE FOR CONSTRUCTION OF COUNTY ROAD FUND
PROJECT FOR 2019**

DATED: JULY 3, 2019

BY

WHEREAS, there has been appropriated in the 2019 highway budget the sum of \$815,000.00 for the construction of County Road Fund Projects for 2019 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 \$175,000.00 for the construction of the following project:

COUNTY ROAD PROJECT NO. 5 Town of Wells
Co. Rd. No. 16 – Gilmantown Road, Improve drainage, recycle base and pave @ 20 ft.
Approx. 1.0 miles.....\$175,000.00
Account No. D5112.2519

and

WHEREAS, the above designated road is 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 \$175,000.00, for the construction of the above designated project as recommended by the County Highway Superintendent and the County Treasurer and Clerk of the Board be so advised.

Seconded by

RESOLUTION NO.

**AUTHORIZING PAYMENT FOR PETROLEUM BULK STORAGE REGISTRATION
RENEWAL FOR LONG LAKE COUNTY DPW FACILITY**

DATED: JULY 3, 2019

BY

WHEREAS, the Petroleum Bulk Storage (PBS) 5 year registration renewal fee 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 do hereby authorize payment for registration renewal fees of \$500.00 for the county's PBS #5-492841 located at the Long Lake DPW Facility, 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. DM5130.405 Gas & Diesel and the County Highway Superintendent and Clerk of the Board be so notified.

Seconded by

RESOLUTION NO.

**AUTHORIZATION TO INCREASE 2019 COUNTY ROAD CAPITAL PROJECT
BUDGET WITH THE REMAINING 2018-2019 CHIPS CUMULATIVE ROLL OVER
BALANCE FROM CLOSE OF THE COUNTY'S 2018 FISCAL YEAR & ADDING
EXTREME WEATHER RECOVERY FUNDING**

DATED: JULY 3, 2019

BY

WHEREAS, the County of Hamilton has a total 2018-2019 CHIPS Capital Apportionment Balance at the closing of the 2018 fiscal year of \$82,509.76 which is due to the County from the New York State Department of Transportation upon submission of the appropriate claims, and

WHEREAS, the County Highway Superintendent has determined that the following County Road Capital Project Account will need to be increased in funding per this 2018-2019 CHIPS Capital Cumulative Rollover Balance to help fund projects in 2019, and

WHEREAS, the State Legislature has also recently passed a law that reauthorizes the Extreme Winter Recovery (EWR) funding through the CHIP's program and Hamilton County's portion of that funding is \$90,999.00, be it

RESOLVED, that the Hamilton County Board of Supervisors hereby authorizes that Account No. D5112.202 Capital Projects be increased by \$173,508.76, and Revenue Account No. D3501-Consolidated Highway State Aid-Chips be increased by \$176,308.76, per the request of the County Highway Superintendent, and the County Treasurer be so authorized and the County Highway Superintendent and Clerk of the Board be so notified.

Seconded by

RESOLUTION NO.

**AUTHORIZING PURCHASE OF CONTAINERS FOR STORAGE OF ELECTRONIC
RECYCLABLES**

DATED: JULY 3, 2019

BY

WHEREAS, the County is in need of containers for the storage of electronic recyclables at several locations in the County at transfer stations, and

WHEREAS, the DPW Superintendent has received written quotes from three vendors that sell 20' x 8' used shipping that will work for this purpose, and

WHEREAS, the Superintendent met with the Public Works Committee in regards to the purchase of the containers and the committee approves of the purchase, and

WHEREAS, Conexwest of San Francisco was the lowest price at \$9,200.00 for four (4) containers delivered, be it

RESOLVED, the DPW Superintendent is hereby authorized to purchase the four (4) containers from Conexwest at a cost of \$9,200.00 and the funds be taken out of Account No. A8189.401 Solid Waste Reserve and the Clerk of the Board, County Treasurer and DPW Superintendent be so notified.

Seconded by