

## **AGENDA CONTINUED**

**SEPTEMBER 5, 2024**

### RESOLUTIONS:

#### **Emergency Preparedness/Emergency Response Committee:**

- No. 20 Recognition of Sheriffs' Week
- No. 21 Authorizing the Repair and Purchase of Tait Console Gateway – Statewide Communications Grant SI10-1010-E06
- No. 22 Authorizing Payment to Sinis Designs – Sheriff's Office
- No. 23 Hazard Mitigation Grant Application
- No. 24 Authorizing Purchase and Install of Ancillary Equipment for 2023 Dodge Durango – Sheriff's Office
- No. 25 Approval for Additional Vesta 911 Desktop Station – PSAP Center – SI20-1028-E01
- No. 26 Authorizing the Promotion of Justin W. Loomis to Technical Sergeant
- No. 27 Authorizing NYS Division of Homeland Security and Emergency Services for 2024 State Homeland Security Program/State Law Enforcement Terrorism Prevention (SHSP/SLETPP) – SH24-1027-D00

#### **Health Committee:**

- No. 28 Transfer of Funds – Public Health
- No. 29 Creating the Position of Full Time Physical Therapist Assistant
- No. 30 Authorizing Temporary Increase in Scheduled Work Hours for Margie Rajca

#### **Public Works Committee:**

- No. 31 Authorizing Chairman to Sign Agreement Amendment B for Time & Materials for State Snow & Ice Agreement 2023/2024
- No. 32 Authorizing Emergency Purchase of Laminated Decking and Steel Superstructure – Robbs Creek Bridge
- No. 33 Approval of Expenditures for Backup Generator Hookup for Arietta Fuel Depot

- No. 34 Authorizing DPW to Decrease Hours of Full Time Senior Account Clerk and Move Position to 30 Hours Full Time
- No. 35 Authorizing Payment for Tandem Dump Truck – DPW
- No. 36 Approval for Amending Construction of County Road Fund Projects for 2024

**Finance Committee:**

- No. 37 Approval of Audits in County Highway Funds
- No. 38 Approval of Audits in the County General Fund, Capital Project 2022-1 Big Brook Bridge and Capital Project Elbow Creek Bridge

Other Reports

Adjourn

**RESOLUTION NO.**

**RECOGNITION OF SHERIFFS' WEEK**

**DATED: SEPTEMBER 5, 2024**

**BY**

WHEREAS, the Office of Sheriff has been an integral part of the criminal justice system in New York State and in Hamilton County throughout our history, having been established in the State's first Constitution in 1777 and having been continued in every succeeding Constitution, and having been one of our original Constitutional offices upon the founding of our County, and

WHEREAS, despite changes in its function, status and powers during its long history, the Office of Sheriff has maintained a continuous existence, preserved its distinguishing heritage, and continued to be an essential component of our criminal justice community, and

WHEREAS, the Office of Sheriff has evolved into a modern, professional, full-service law enforcement and corrections agency, manned by well-trained police officers and correctional officers, using state-of-the-art technology and applying the latest and most advanced theories and practices in the fields of law enforcement and corrections, and

WHEREAS, the Office of Sheriff is unique in the community, and the duties of the Office go far beyond the traditional role of "Keeper of the Peace," and extend into many facets of public service beyond law enforcement and correction, to include providing security in our courts, dispatching emergency services, and handling the civil process for our courts, and

WHEREAS, as a constitutionally empowered Office directly responsible to the People, the ancient Office of Sheriff remains, even today, responsive and accountable to the public it serves, and

WHEREAS, it is fitting to celebrate the historical contributions of the Office of Sheriff and the significant role that the Sheriffs play in our modern criminal justice system, therefore, be it

RESOLVED, we, the Hamilton County Board of Supervisors do hereby recognize the important services provided to the citizens of this County by Sheriff Karl G. Abrams and the members of the Sheriff's Office, and do hereby proclaim September 15th to 21st, 2024 to be Sheriffs' Week in Hamilton County.

Seconded by

**RESOLUTION NO.**

**AUTHORIZING THE REPAIR AND PURCHASE OF TAIT CONSOLE GATEWAY –  
STATEWIDE COMMUNICATIONS GRANT SI19-1010-E06**

**DATED: SEPTEMBER 5, 2024**

**BY**

WHEREAS, Hamilton County has received a grant from New York State Department of Homeland Security and Emergency Services (DHSES) in the amount of \$540,451.00, Contract No. C197915, for a new communications system, and

WHEREAS, the current gateway for the Hamilton County's radio system has been experiencing issues and is outdated, and

WHEREAS, the Sheriff's Office has received quote number CDI-240821 from Capital Digitronics, 264 Bradford Street, Albany, New York to purchase and install a new Tait Communications Analog Console Gateway 4 Channel which will replace the faulty and outdated Tait Console Gateway for \$10,330.68, and

WHEREAS, the Tait Communications Analog Console Gateway 4 Channel is not offered on New York State Contract, and

WHEREAS, the Sheriff's Office recommends waiving the County's procurement policy of three written quotes and purchasing the new gateway from Capital Digitronics, because they have been the sole provider for Hamilton County's radio system due to the fact that they have designed and maintained the system for many years, and

WHEREAS, Hamilton County has received noncompetitive procurement approval from DHSES to use Capital Digitronics for repair work in 2024 for up to \$50,000 from the SI19-101-E05, therefore, be it

RESOLVED, that the Hamilton County Sheriff's Office is authorized to purchase and have installed the Analog Console Gateway 4 Channel with cables and brackets with Capital Digitronics at a cost of \$10,330.68 with funds coming from A3645.0422, SI19-1010-E06.

Seconded by

**RESOLUTION NO.**

**AUTHORIZING PAYMENT TO SINIS DESIGNS – SHERIFF’S OFFICE**

**DATED: SEPTEMBER 5, 2024**

**BY**

WHEREAS, the Resolution 243-24 authorized the purchase of a 2023 Dodge Durango PPV for a patrol vehicle for the Hamilton County Sheriff’s Office, and

WHEREAS, SINIS Designs applied the lettering to designate it as a Hamilton County Sheriff’s Office Patrol Vehicle on August 29, 2024 and issued Invoice No. 1374 in the amount of \$1,000.00, therefore, be it

RESOLVED, that the Hamilton County Treasurer is hereby authorized to disburse to SINIS Designs, \$1,000.00 from Account No. A3110.0401 Sheriff Patrol Car Expense for the payment of Invoice No. 1374.

Seconded by

**RESOLUTION NO.**

**HAZARD MITIGATION GRANT APPLICATION**

**DATED: SEPTEMBER 5, 2024**

**BY**

WHEREAS, the Sheriff recommends the County apply for the 2024 Hazard Mitigation Grant Programs (HMGP) DR-755 for Hamilton County with the amount to be determined by DHSES at the time of award, therefore, be it

RESOLVED, that the Hamilton County Board of Supervisors hereby approves the Hamilton County Sheriff to complete and submit said grant application by the deadline of September 13, 2024.

Seconded by

**RESOLUTION NO.**

**AUTHORIZING PURCHASE AND INSTALL OF ANCILLARY EQUIPMENT FOR  
2023 DODGE DURANGO – SHERIFF’S OFFICE**

**DATED: SEPTEMBER 5, 2024**

**BY**

WHEREAS, the Hamilton County Sheriff’s Office has received a 2023 Dodge Durango from the Hamilton County Fleet Coordinator, and

WHEREAS, said vehicle needs to have ancillary equipment installed such as but not limited to emergency lights, sirens, etc., and

WHEREAS, the County has received written quote number 00192006 for the installation of the ancillary equipment from JPJ Electronics, 1 W. Whitesboro St., Yorkville, NY in the amount of \$7,228.26, and

WHEREAS, because of the electronics that new vehicles have from the factory such as air bag components and computer controlled factory equipment the Fleet Coordinator recommends waiving the County’s procurement for three written quotes, and recommends that JPJ Electronics complete the installation of the ancillary equipment, therefore, be it

RESOLVED, the Fleet Coordinator is authorized to purchase the ancillary equipment from JPJ Electronics installed at a cost of \$7,228.26 for the 2023 Dodge Durango, and be it further

RESOLVED, that the County Treasurer is hereby authorized to transfer \$7,228.26 from Deputy Sheriff D Account No. A3110.0105 to Sheriff Account No. A3110.0202 Automobile to cover the budget shortage in the 2024 budget for the ancillary equipment for the 2023 Dodge Durango and the Clerk of the Board, County Sheriff, and Fleet Coordinator be so notified.

Seconded by

**RESOLUTION NO.**

**APPROVAL FOR ADDITIONAL VESTA 911 DESKTOP STATION – PSAP CENTER –  
SI20-1028-E01**

**DATED: SEPTEMBER 5, 2024**

**BY**

WHEREAS, Hamilton County has received a grant from New York State Department of Homeland Security and Emergency Services (DHSES) in the amount of \$566,267.00 contract C197841, and

WHEREAS, Resolution No. 406-22 authorized the purchase of two new Vesta 911 phone system stations along with one portable backup station for the Public Safety Answering Point (PSAP) Center from Motorola, and

WHEREAS, the County's PSAP Center has an additional dispatcher station that contains a radio and dispatching software, but it is missing the Vesta 911 desktop phone system, and

WHEREAS, Hamilton County Sheriff's Office has received a quote from Motorola Solutions for an additional Vesta 911 desktop phone station for the Hamilton County's PSAP Center in the amount of \$59,569.04 installed, and

WHEREAS, Motorola has issued the quote based on the competitively bid RFP (#21-3400-001) from Onondaga County containing a piggyback clause for all municipalities to use for Vesta 911 and cloud services, and

WHEREAS, the purchase will be pending approval from DHSES for a noncompetitive procurement, therefore, be it

RESOLVED, that the Hamilton County Board of Supervisors authorizes the purchase of an additional Vesta 911 for the PSAP Center through Motorola in the amount of \$59,569.04 with funds coming from A3645.0423 SI20-1028-E01.

Seconded by



**RESOLUTION NO.**

**AUTHORIZING THE PROMOTION OF JUSTIN W. LOOMIS TO TECHNICAL SERGEANT**

**DATED: SEPTEMBER 5, 2024**

**BY**

WHEREAS, the Sheriff has seen a need for a Technical Sergeant within his office, and

WHEREAS, the position of Technical Sergeant will assist with supervision of the Hamilton County's Public Safety Answering Point (PSAP) Center, scheduling of employees, and upgrades to the PSAP Center, and

WHEREAS, Justin W. Loomis has been a Deputy Sheriff with the Hamilton County Sheriff's Office since June 9th 2016, and

WHEREAS, Deputy Loomis has served as a police officer in New York State for over 20 years, and

WHEREAS, Deputy Loomis is a certified K-9 officer (Narcotics and Explosive Detection), a Division of Criminal Justice Service certified Instructor, and a Field Training Officer, and

WHEREAS, Deputy Loomis has been instrumental with the upgrading of Hamilton County's PSAP with taking charge of upgrades with radio communications, tower site development, 911 phone upgrades, and record management, and

WHEREAS, Deputy Loomis was appointed as 911 Administrator for the past four years, and

WHEREAS, the Sheriff recommends that Deputy Justin W. Loomis be promoted to Technical Sergeant, therefore, be it

RESOLVED, that Justin W. Loomis' title be changed to Technical Sergeant but he is to remain a Deputy Sheriff under Civil Service, and be it further

RESOLVED, that the Hamilton County Personnel Office be authorized to make this change effective September 5, 2024.

Seconded by

**RESOLUTION NO.**

**AUTHORIZING NYS DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES FOR 2024 STATE HOMELAND SECURITY PROGRAM/STATE LAW ENFORCEMENT TERRORISM PREVENTION (SHSP/SLETPP) GRANT– SH24-1027-D00**

**DATED: SEPTEMBER 5, 2024**

**BY**

WHEREAS, Hamilton County Sheriff's Office has been awarded a NYS 2024 State Homeland Security Program/State Law Enforcement Terrorism Prevention (SHSP/SLETPP) Grant in the amount of \$42,678.00, Grant SH24-1027-E00, therefore, be it

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to sign said 2024 SHSP/SLETPP grant and the Sheriff be so notified.

Seconded by

**RESOLUTION NO.**

**TRANSFER OF FUNDS – PUBLIC HEALTH**

**DATED: SEPTEMBER 5, 2024**

**BY**

WHEREAS, Cynthia Hansen has been extended as a temporary Medical Records Clerk,  
and

WHEREAS, Jeff Kaiser has been extended as part time RN, and

WHEREAS, both payroll accounts need to be increased, be it

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

FROM: A4050.0103 PH Reg Prof. Nurse	\$ 15,000.00
TO: A4050.0132 Public Health Temporary Clerk #1	\$ 5,000.00
A4050.0126 CHHA Temp RN	\$ 10,000.00

Seconded by

**RESOLUTION NO.**

**CREATING THE POSITION OF FULL TIME PHYSICAL THERAPIST ASSISTANT**

**DATED: SEPTEMBER 5, 2024**

**BY**

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

WHEREAS, it has been determined that there is a need for a Full Time Physical Therapist  
Assistant, be it

RESOLVED, that the position of Full Time Physical Therapist Assistant be hereby created  
at a Grade 11, and be it further

RESOLVED, that the Personnel Officer is hereby authorized to advertise for the Full Time  
Physical Therapist Assistant position, and be it further

RESOLVED, that the County Treasurer be authorized to make the following transfer to  
fund the position for the remainder of 2024:

FROM: Account No. A4050.0123 Clinical Manager	\$10,000.00
TO: Account No. A4010.0119 Physical Therapist Assistant	\$10,000.00

Seconded by

**RESOLUTION NO.**

**AUTHORIZING TEMPORARY INCREASE IN SCHEDULED WORK HOURS FOR  
MARGIE RAJCA**

**DATED: SEPTEMBER 5, 2025**

**BY**

WHEREAS, the Public Health Department has a gap in knowledge in medical billing for the CHHA, and

WHEREAS, Margie Rajca has previous experience in medical billing, and

WHEREAS, Margie Rajca is willing to assist in training department staff in addition to her current duties, be it

RESOLVED, that Margie Rajca's work week be increased from 35 hours to 40 hours effective September 9, 2024 until December 31, 2024, and be it further

RESOLVED, that the County Treasurer be authorized to transfer \$2,268.00 from Account No. A4050.0103 PH Reg Prof Nurse to Account No. A4050.0111 Family Health Services Coordinator and the Personnel Officer be so notified.

Seconded by

**RESOLUTION NO.**

**AUTHORIZING CHAIRMAN TO SIGN AGREEMENT AMENDMENT B FOR TIME & MATERIALS FOR STATE SNOW & ICE AGREEMENT 2023/2024**

**DATED: SEPTEMBER 5, 2024**

**BY**

WHEREAS, because of the severity of the winter during 2023/2024 Hamilton County requests that the Municipal Snow & Ice Agreement estimated expenditure be revised to reflect the additional lane miles of state roads that were plowed/treated during the winter season, and

WHEREAS, all the terms and conditions of the original contract extension remain in effect except as follows:

**ADDITIONAL S&I OPERATIONS**

Original 23/24 Estimated Expenditure	Final Snow & Ice Voucher	Adjustment
\$959,506.59	\$1,168,140.09	\$196,397.85

**TOTAL CONTRACT ADJUSTMENTS**

Final Snow & Ice Voucher	Amount Paid for 23/24 Season	Contract Adjustment
\$1,168,140.09	\$971,742.24	\$196,397.85

and

WHEREAS, this agreement has been executed by the State, acting by and through the duly authorized representative of the Commissioner of Transportation and the Municipality, which has caused this Agreement to be executed by its duly authorized officer on the date and year first written in the original contract extension, be it

RESOLVED, the Chairman of the Board be so authorized to sign Amendment B of the State Snow & Ice Agreement as stated above and the County Treasurer, the Clerk of the Board and Highway Superintendent be so notified.

Seconded by

**RESOLUTION NO.**

**AUTHORIZING EMERGENCY PURCHASE OF LAMINATED DECKING AND STEEL SUPERSTRUCTURE – ROBBS CREEK BRIDGE**

**DATED: SEPTEMBER 5, 2024**

**BY**

WHEREAS, Hamilton County owns Robbs Creek bridge located on Old Route 8b in the Town of Wells, and

WHEREAS, the Superintendent had purchased a new superstructure, decking and guide for the said bridge in 2023, and

WHEREAS, the DPW began removing the old decking and superstructure and during the removal of the superstructure the begin abutment broke because scour under the said abutment, and

WHEREAS, this begin abutment had to be completely destroyed and removed and per NYSDEC regulations this will be considered a new bridge and we need to follow the 1.25 of full bank water width of stream for 100 year storm events, and

WHEREAS, with the help of the Soil & Water Technician, Lenny Croote the new span needs to be 50' in span length, and

WHEREAS, Andrew Bell P. E. has redesigned the superstructure and decking for the new span for this bridge, and

WHEREAS, the Superintendent has discussed this with the Public Works Committee and the Superintendent feels the purchase of the said new decking and superstructure is an emergency purchase because Old Route 8b is completely closed now. There is no alternate route to access the South side of Robbs Creek bridge for property owners and also this route is the main snowmobile trail from south end of the county to the north and west part of the county which would be a hardship for local business if the trail was not open this winter as there is a 12 to 14 week time period to receive the materials after our engineer signs off on the shop drawings, which will put the installation of the said materials to early December at the earliest if we purchase immediately, and

WHEREAS, the Superintendent reached out to the vendors that typically bid on Hamilton County bridge superstructure and decking and received the following price quotes:

1. Decking Materials  
Laminated Concepts, Inc.  
PO Box 369, 3310 State Route 352  
Big Flats, NY 14814

Specified Materials Delivered: \$64,750.00 with all hardware

2. Superstructure & Materials

Jeffords Steel and Engineering Co.  
4398 Route 22, PO Box 40  
Plattsburgh, NY 12901

Specified Materials Delivered:       \$78,734.00 with all hardware

be it

RESOLVED, the County Board of Supervisors authorizes the purchase of the said bridge materials delivered in the amount of \$64,750.00 from Laminated Concepts, Inc. of Big Flats, NY for the decking and \$78,734.00 from Jefford's Steel and Engineering Co. for steel superstructure and the funds to be taken out of Account No. D5112.0203 Bridge Repair, and be it further

RESOLVED, the Chairman of the Board be authorized to enter into a purchase agreement for said items with Laminated Concepts, Inc. and Jefford's Steel and Engineering subject to the approval of the County Attorney and the County Treasurer, Highway Superintendent and Clerk of the Board be so notified.

Seconded by



**RESOLUTION NO.**

**APPROVAL OF EXPENDITURES FOR BACKUP GENERATOR HOOKUP FOR  
ARIETTA FUEL DEPOT**

**DATED: SEPTEMBER 5, 2024**

**BY**

WHEREAS, the backup generator at the Arietta fuel depot needs to be replaced, and

WHEREAS, the DPW Superintendent has received three (3) written price quotes for the installation of a new backup generator as follows –

- |    |                               |             |
|----|-------------------------------|-------------|
| 1. | Gore Electric Services, LLC - | \$10,150.00 |
| 2. | Midstate Utilities Tech -     | \$10,796.00 |
| 3. | Capital Power -               | \$12,490.00 |

and

WHEREAS, the lowest bidder meets specifications and the Superintendent recommends making the purchase from Gore Electric Services, LLC, be it

RESOLVED, that Board of Supervisors does hereby approve the Superintendent to have the backup generator purchased and installed by Gore Electric, LLC at a cost of \$10,150.00 and it will be a charge to DM5130.0405 Gas/Diesel and the County Treasurer and Clerk of the Board be so advised.

Seconded by

**RESOLUTION NO.**

**AUTHORIZING DPW TO DECREASE HOURS OF FULL TIME SENIOR ACCOUNT  
CLERK AND MOVE POSITION TO 30 HOURS FULL TIME**

**DATED: SEPTEMBER 5, 2024**

**BY**

WHEREAS, the DPW Full-Time Senior Account Clerk currently works 35 hours per week and has requested a change to 30 hours per week full-time for personal reasons, and

WHEREAS, the DPW Superintendent believes that the office can accommodate the change, and

WHEREAS, the DPW Superintendent recommends that the Hamilton County Board of Supervisors approves the change of hours and schedule for the Full-Time Senior Account Clerk at the same hourly rate as follows:

Monday 7:00 – 3:30 = 8 hrs  
Tuesday 7:00 – 3:30 = 8 hrs  
Weds 7:00 – 3:30 = 8 hrs  
Thurs 7:00 – 1:00 = 6 hrs(no lunch)  
Friday OFF

be it

RESOLVED, that hereby the DPW Superintendent is authorized to change the hours and schedule of the Full-Time Senior Account Clerk from 35 to 30 hours per week at the same hourly rate, effective Monday, August 19, 2024 through December 31, 2024 and the Personnel Officer and County Treasurer be so notified.

Seconded by

**RESOLUTION NO.**

**AUTHORIZING PAYMENT FOR TANDEM DUMP TRUCK – DPW**

**DATED: SEPTEMBER 5, 2024**

**BY**

WHEREAS, Resolution No. 217-24 authorizes the County Fleet Coordinator to purchase one (1) 2024 Western Star 49X Tandem Dump with Plow Equipment for use by the Public Works Highway Division, and

WHEREAS, the said truck is ready for delivery and the County Fleet Coordinator has inspected the said truck and confirms it is accepted and meets specifications and recommends payment for said truck, be it

RESOLVED, the County Treasurer is hereby authorized to make payment to TENCO Industries, 5700 South Lima Road, Lakeville, NY 14480 in the amount of \$313,765.00 and the funds to be taken out of Account No. D5112.0202 Capital Projects and the Fleet Coordinator and the Clerk of the Board be so notified.

Seconded by

**RESOLUTION NO.**

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

**DATED: SEPTEMBER 5, 2024**

**BY**

WHEREAS, Resolution No. 163-24 authorized the construction of County Road Fund Projects for 2024, and

WHEREAS, due to weather-related issues the Superintendent recommends the delay of certain project authorized for 2024, and

WHEREAS, the Superintendent recommends the postponement of the following approved project until 2025 -

COUNTY ROAD PROJECT NO. 2 Town of Arietta  
Co. Rd No. 24 – Old Piseco Road, Improve Drainage, recycle base, HMA Base @ 20 ft.  
Approx. 1.6 miles.....\$300,000.00  
Account No. 5112.2541

and

WHEREAS, the total CHIP’s appropriation for County Road Project No.2 total \$300,000.00, and

WHEREAS, the Superintendent recommends that \$275,000.00 be transferred back into Account No. D5112.0202 Capital Projects, be it

RESOLVED, that the Board of Supervisors of the County of Hamilton does approve the postponement of the above designated project as recommended by the County Highway Superintendent and that the other County Road Capital Projects remain the same, be it further

RESOLVED, that hereby the County Treasurer be so authorized to make the transfers and adjustments to the above designated projects and the DPW Superintendent and Clerk of the Board be so advised.

Seconded by

**RESOLUTION NO.**

**APPROVAL OF AUDITS IN COUNTY HIGHWAY FUNDS**

**DATED: SEPTEMBER 5, 2024**

**BY**

RESOLVED, that the bills in the Machinery Fund amounting to \$156,748.72 and bills in the County Road Fund amounting to \$124,260.03 presented by the County Superintendent of Highways and audited this day by the County Public Works Committee, be, and the same hereby are approved and audited.

Seconded by

**RESOLUTION NO.**

**APPROVAL OF AUDITS IN THE COUNTY GENERAL FUND, CAPITAL PROJECT  
2022-1 BIG BROOK BRIDGE AND CAPITAL PROJECT ELBOW CREEK BRIDGE**

**DATED: SEPTEMBER 5, 2024**

**BY**

RESOLVED, that the bills audited this day in the County General Fund in the amount of \$298,776.37 the following committees:

Public Works (Buildings) Committee.....	\$ 32,914.38
Public Works (Solid Waste).....	64,217.94
Finance Committee .....	61,722.51
Health Committee.....	17,650.52
Human Services Committee.....	21,369.57
Central Government Committee .....	28,951.53
Emergency Prep./Emergency Response.....	70,961.17
Internal Management Committee .....	988.75

be it further

RESOLVED, that the bills audited this day in the following Capital Projects:

Big Brook Bridge.....	\$14,050.25
Elbow Creek Bridge.....	\$3,949.60

are hereby approved.

Seconded by