

AGENDA
ORGANIZATION MEETING

JANUARY 8, 2025

- 2:00 PM Call to Order
 Pledge to Flag
 Opening Prayer
 Roll Call
- First Order of Business – Selection of Temporary Chairman
- Appointment of Permanent Chairman for the Year 2025
- No. 1 Appointment of Deputy Chairman
- Public Comment
- Reports of Standing/Special Committees
- ‘State of County’ – Brian E. Wells
- 2:30 PM Public Hearing – Proposed Local Law No. 1 of 2025

PROCLAMATION:

Kevin Braunius On the Occasion of His Retirement December 21, 2024

RESOLUTIONS:

Finance Committee:

- No. 2 Appointment of Budget Officer
- No. 3 Approval of Payment – 2025 Workers Compensation
- No. 4 Approval of Payment – 2025 County Insurance Package and Cyber Insurance
- No. 5 Setting Rate for Travel Allowance – 2025
- No. 6 Authorizing Chairman to Execute Agreement with the Adirondack Park Local Government Review Board – 2025

- No. 7 Agreement with Cornell Cooperative Extension Association of Hamilton County
- No. 8 Approval of Contract with the Hamilton County Federation of Sportsmen's Clubs, Inc.
- No. 9 Authorization to Attend the 2025 NYSAC Legislative Conference
- No. 10 2024 – Authorizing Transfer of Funds for IT Services
- No. 11 Resolution Authorizing Towns of Benson, Hope, Lake Pleasant, and Morehouse Shared Services Contracts for Accounting in 2025
- No. 12 Investment Policy for the County of Hamilton
- No. 13 Transfer of Funds – Treasurer
- No. 14 Authorizing Creation of the Position of Assessor's Aide and Solicitation for Qualified Applicants – Real Property Tax Services
- No. 15 Appointments to Board of Directors of the Hamilton County Soil and Water Conservation District
- No. 16 Appointments to the Lake Champlain-Lake George Regional Planning Board

Emergency Preparedness/Emergency Response Committee:

- No. 17 Authorizing Chairman to Enter into Renewal of Inter-Municipal Agreement with Essex County for E911 Service
- No. 18 2024 Increase Public Safety Account
- No. 19 2024 Transfer of Funds - Sheriff and Jail Accounts
- No. 20 Amending Resolution No. 273-24 – Tait Console Gateway – Statewide Communications Grant – SI19-1010-E06
- No. 21 Authorizing Signature for NYS Division of Homeland Security and Emergency Services for Domestic Terrorism Prevention Grant Program – DT23-1002-E00
- No. 22 Authorization to Hire Five Boat Patrolmen to Serve in Sheriff's Office
- No. 23 Authorizing Renewal Agreement with Hamilton County Emergency Medical Services Council, Inc.

Central Government Committee:

No. 24 2024 Transfer of Funds – Public Defender

Health Committee:

No. 25 Authorizing Chairman to Sign Agreement for Provider Services with Adirondack Health Institute on behalf of Public Health Nursing Service

No. 26 Authorizing Chairman to Sign Contract with Whispering Pines Preschool to Provide Services for the Preschool Special Education Program

No. 27 Contract with Laura Davis, Pharmaceutical Consultant for the Year 2025

No. 28 Authorizing Chairman to Sign "Certification Statement for Provider Utilizing Electronic Billing"

No. 29 Medicaid and Medicare Cost Reports

No. 30 Authorizing the Creation of Part Time Positions in the Public Health Department

No. 31 Authorizing Extending Increase in Scheduled Work Hours for Margie Rajca

Human Services Committee:

No. 32 Authorizing Lease with OneWorkSource – 2025

No. 33 Authorization to Enter into Contracts with Lake Pleasant School, Long Lake School, and Wells School for the Hamilton County Family First Program

No. 34 Cooperative Agreement between the County Attorney and the Department of Social Services

No. 35 Approval of Veterans Services Contract – 2025

No. 36 Providing Sections 89-T and 603 (P) (25-Year Retirement Plan Specific for Probation Department Peace Officers)

No. 37 Authorization for Creating Deputy Director of Community Services Position

Public Works Committee:

- No. 38 Authorizing Disposition of Excess Vehicles
- No. 39 Approval – Use of County Roads as Designated for Snowmobile Use for Year 2025
- No. 40 Authorizing Fleet Coordinator to Purchase a Tow Behind Wood Chipper – DPW
- No. 41 Authorizing Fleet Coordinator to Purchase 25 Ton Tag-Along Trailer – DPW
- No. 42 Authorizing DPW Superintendent to Order Vehicle for 2025
- No. 43 Approval of Expenditures of Materials and Supplies for Road Construction and Maintenance Projects - 2025

RESOLUTION NO.

FUNDING PAYROLL ACCOUNT AND APPOINTMENT OF DEPUTY CHAIRMAN

DATED: JANUARY 8, 2025

BY

BE IT RESOLVED, that the County Treasurer is hereby authorized to re-title Account No. A1010.0103 as Deputy Chairman, and

BE IT FURTHER RESOLVED, that the County Treasurer be hereby authorized to transfer \$10,000.00 from the Unappropriated General Fund Balance in accordance with Section 366 Subdivision 1 of the County Law to Account No. A1010.0103 Deputy Chairman, and

BE IT FURTHER RESOLVED, that Supervisor _____ is hereby appointed Deputy Chairman for the year 2025 at an annual salary of \$10,000.00 to be paid from Account No. A1010.0103 Deputy Chairman.

Seconded by

RESOLUTION NO.

APPOINTMENT OF BUDGET OFFICER

DATED: JANUARY 8, 2025

BY

BE IT RESOLVED, that Barry Baker is hereby appointed Budget Officer for a term of January 1, 2025 ending December 31, 2025.

Seconded by

RESOLUTION NO.

APPROVAL OF PAYMENT – 2025 WORKERS COMPENSATION

DATED: JANUARY 8, 2025

BY

WHEREAS, the Hamilton County Board of Supervisors awarded the County Workers Compensation package to PERMA for 2025, and

WHEREAS, the County has determined that taking advantage of the three-year contract rate discount, with a guaranteed cost (excluding NYS Assessments) for year two and a loss ratio rate based on year two for year three, are all benefits to Hamilton County, and

WHEREAS, the County is in receipt of the annual premium for 2025 from PERMA for Workers Compensation in the amount of \$104,301.00, be it

RESOLVED, that the County will take advantage of the three-year contract rate discount, and be it further

RESOLVED, that the 2025 premium be paid in the amount of \$104,301.00 from the 2025 Budget charging the several accounts so noted for Employee Benefits Workers Compensation and the County Treasurer be so authorized.

Seconded by

RESOLUTION NO.

**APPROVAL OF PAYMENT – 2025 COUNTY INSURANCE PACKAGE AND CYBER
INSURANCE**

DATED: JANUARY 8, 2025

BY

WHEREAS, the Board of Supervisors awarded the County Insurance Package to NFP with NYMIR Insurance as the carrier, and

WHEREAS, the current premiums are due and payable at this time, be it

RESOLVED, that payment due in the amount of \$233,534.36 for the period January 1, 2025 – January 1, 2026 for the County Insurance Package and \$17,870.94 for Cyber Insurance be hereby approved, and be it further

RESOLVED, that the County Treasurer is authorized to make payment at this time by issuing a check to NFP, in the amount of \$233,534.36 for Invoice No. 827893 and \$17,870.94 for Invoice No. 827930 from the several accounts for insurance.

Seconded by

RESOLUTION NO.

SETTING RATE FOR TRAVEL ALLOWANCE – 2025

DATED: JANUARY 8, 2025

BY

RESOLVED, that Hamilton County will, effective January 1, 2025, compensate auto mileage incurred by employees on behalf of the County at the rate of \$.70 per mile and the County Treasurer be so authorized.

Seconded by

RESOLUTION NO.

**AUTHORIZING CHAIRMAN TO EXECUTE AGREEMENT WITH THE
ADIRONDACK PARK LOCAL GOVERNMENT REVIEW BOARD – 2025**

DATED: JANUARY 8, 2025

BY

BE IT RESOLVED, that the Chairman is hereby authorized to execute an Agreement with the Adirondack Park Local Government Review Board for the 2025 appropriation in the amount of Three Thousand Dollars (\$3,000.00), charging Account No. A6326.0403, and is hereby approved for payment and the County Treasurer be so advised.

Seconded by

RESOLUTION NO.

**AGREEMENT WITH CORNELL COOPERATIVE EXTENSION ASSOCIATION OF
HAMILTON COUNTY**

DATED: JANUARY 8, 2025

BY

WHEREAS, the Hamilton County Board of Supervisors has appropriated the sum of Fifty-five Thousand Seven Hundred Dollars (\$55,700.00) for the support and maintenance of the Cornell Cooperative Extension Association of Hamilton County,

NOW, THEREFORE, BE IT

RESOLVED, that pursuant to Subdivision 8 of Section 224 of the County Law, the Hamilton County Board of Supervisors does hereby authorize the Chairman of the Board of Supervisors to enter into a memorandum agreement with the Cornell Cooperative Extension Association of Hamilton County for the fiscal year of January 1, 2025 through December 31, 2025 in the amount of Fifty-five Thousand Seven Hundred Dollars (\$55,700.00), and be it further

RESOLVED, the Hamilton County Board of Supervisors does hereby authorize payment of Fifty-five Thousand Seven Hundred Dollars (\$55,700.00) to the Cornell Cooperative Extension Association of Hamilton County in one payment, on or about February 6, 2025 and said amount shall be paid from Account No. A8750.0401, and the Hamilton County Treasurer be so advised.

Seconded by

RESOLUTION NO.

APPROVAL OF CONTRACT WITH THE HAMILTON COUNTY FEDERATION OF SPORTSMEN'S CLUBS, INC.

DATED: JANUARY 8, 2025

BY

WHEREAS, this Board desires to enter into a contract with the Hamilton County Federation of Sportsmen's Clubs, Inc., for the year 2025, and

WHEREAS, the "Federation" has an established program, for promotion and education with respect to wildlife and environmental conservation, and

WHEREAS, the "Federation" through the relationships they have established with the local Fish & Game or Rod & Gun Clubs has an ability to provide a needed service to the County, and

WHEREAS, such service is anticipated to be promotion and education surrounding wildlife, fishing, and environmental conservation, and

WHEREAS, there are opportunities to provide these services through existing camps, kids fishing derbies, etc.,

NOW, THEREFORE, BE IT

RESOLVED, that the County Attorney be authorized to prepare a contract to pay One Thousand Five Hundred Dollars (\$1,500.00) to the Hamilton County Federation of Sportsmen's Clubs, Inc., giving them authority to carry on a program including conservation education, and be it further

RESOLVED, that the Chairman be authorized to execute such contract and that One Thousand Five Hundred Dollars (\$1,500.00) be paid on or about March 6, 2025 from Fish and Game Account No. A8720.0402 Federal Fish and Game, and that the Fish & Game Account No. A8720.0402 be charged for any and all other expenses authorized herein, and be it also

RESOLVED, that Hamilton County would provide funding for up to 8 local Hamilton County Fish & Game or Rod & Gun Clubs at up to \$500.00 per club for promotional or educational programs as above defined approved by the Committee of the Hamilton County Federation of Sportsmen's Clubs, Inc. and also be covered by this contract, and be it further

RESOLVED, that upon completion of the Federation's Coyote Contest they will be reimbursed up to \$500.00 as part of said contract, and be it further

RESOLVED, that all expenses under Fish and Game Account No. A8720.0402 Fish & Game will be reimbursements to the Federation for expenses already paid under the \$500.00 per

club formula and \$500.00 for said Coyote Contest, and the County Treasurer be so authorized.

Seconded by

RESOLUTION NO.

AUTHORIZATION TO ATTEND THE 2025 NYSAC LEGISLATIVE CONFERENCE

DATED: JANUARY 8, 2025

BY

WHEREAS, the New York State Association of Counties (NYSAC) will conduct the 2025 Legislative Conference in Albany, N.Y. February 24 – February 26, 2025, therefore, be it

RESOLVED, that all Supervisors and County Officials be granted permission to participate in the above-mentioned Conference and that the actual and reasonable expenses of the officers attending such meeting shall be a County charge and be audited by this Board in the same manner as other County charges.

Seconded by

RESOLUTION NO.

2024 - AUTHORIZING TRANSFER OF FUNDS FOR IT SERVICES

DATED: JANUARY 8, 2025

BY

WHEREAS, there is a shortage of funds in 2024 budget Account No. A1040.0410 Computer Maintenance, be it

RESOLVED, that the County Treasurer is hereby authorized to transfer \$5,423.04 from Account No. A1990.0401 Contingent to Account No. A1040.0410 Computer Maintenance for IT services.

Seconded by

RESOLUTION NO.

RESOLUTION AUTHORIZING TOWNS OF BENSON, HOPE, LAKE PLEASANT AND MOREHOUSE SHARED SERVICES CONTRACTS FOR ACCOUNTING IN 2025

DATED: JANUARY 8, 2025

BY

WHEREAS, the Hamilton County Board of Supervisors set the agenda for developing a Shared Services Plan with all the Towns, Villages, and School Districts within Hamilton County, and

WHEREAS, the Hamilton County Treasurer's Office has been providing back-office functions, including but not limited to Accounting and Payroll, and

WHEREAS, Hamilton County Treasurer's Office would like to continue these functions, be it

RESOLVED, that the Chairman of the Hamilton County Board of Supervisors is hereby authorized to enter into agreements with the Towns of Benson, Hope, Lake Pleasant and Morehouse to provide Bookkeeping Services for the year 2025, with the approval of the County Attorney, and be it further

RESOLVED, that the Contracts will be in the following amounts:

Benson	\$ 8,580.00
Hope	\$10,670.00
Lake Pleasant	\$14,850.00
Morehouse	\$ 8,000.00

and be it also

RESOLVED, that the County Treasurer be so authorized, and the Clerk of the Board be so notified.

Seconded by

RESOLUTION NO.

INVESTMENT POLICY FOR THE COUNTY OF HAMILTON

DATED: JANUARY 8, 2025

BY

WHEREAS, the Investment Policy for the County of Hamilton is to be renewed on an annual basis, and

WHEREAS, the County Treasurer recommends the banks where monies are deposited and the maximum amount as follows:

NBT: \$12,000,000.00 (Twelve Million)
Community Bank: \$2,000,000.00 (Two Million)
Key Bank: \$5,000,000.00 (Five Million)
JP Morgan: \$10,000,000.00 (Ten Million)
Bank of America: \$5,000,000.00 (Five Million)
T.D. Bank: \$12,000,000.00 (Twelve Million)
The Bank of New York Mellon: \$6,000,000.00 (Six Million)
Modern Bank, NA: \$4,000,000.00 (Four Million)

be it

RESOLVED, that the above listed amendments be adopted and the County Treasurer be so advised.

Seconded by

RESOLUTION NO.
TRANSFER OF FUNDS – TREASURER

DATED: JANUARY 8, 2025

BY

WHEREAS, Account No. A1325.0405 Treasurer Maintenance of Machines is over expended due to computer server upgrades in 2024, be it

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

From: Account No. A1325.0402 Travel	\$1,383.00
To: Account No. A1325.0405 Maintenance of Machines	\$1,383.00

Seconded by

RESOLUTION NO.

AUTHORIZING CREATION OF THE POSITION OF ASSESSOR'S AIDE AND SOLICITATION FOR QUALIFIED APPLICANTS - REAL PROPERTY TAX SERVICES

DATED: JANUARY 8, 2025

BY

WHEREAS, Section 310 of the Real Property Tax Law applies to each local government in Hamilton County which has the power to assess real property for purposes of taxation and said law requires that each shall have one assessor, and

WHEREAS, the Board of Supervisors has discussed the pending need for qualified individuals to provide municipal Assessment Services to local governments within Hamilton County, to fill immediate needs and long-range obligations, during previous meetings of the Finance Committee, including the November 13th meeting, and

WHEREAS, after reviewing the assessment options available to municipalities, the Board of Supervisors determined that the continuing needs of its local governments may be well served through a County Coordinated Assessing program. This program would provide for the functional consolidation of assessing at the county level while maintaining local municipal assessing units, and

WHEREAS, careful consideration is being given to the future technical and administrative staffing needs for Real Property Tax Services, local governments and other Hamilton County Offices, now, therefore, be it

RESOLVED, that effective January 8, 2025, the Board of Supervisors hereby authorizes creation of the position of full time Assessor's Aide, in accordance with Real Property Tax Law and Rules for Real Property Tax Administration, and further directs the Personnel Officer to post solicitations for qualified applicants at the usual and appropriate locations, at an effective salary rate of a Grade 8 as indicated in the Hamilton County 2025 General Grade and Step Scale, and funded via Budget line A1355.0103, until further such action by resolution of the Board of Supervisors, and the County Treasurer and Personnel Officer shall be so authorized.

Seconded by

RESOLUTION NO.

**APPOINTMENTS TO BOARD OF DIRECTORS OF THE HAMILTON COUNTY SOIL
AND WATER CONSERVATION DISTRICT**

DATED: JANUARY 8, 2025

BY

WHEREAS, the Supervisors' Representatives to the Board of Directors of the Hamilton County Soil and Water Conservation District terminated December 31, 2024, and

WHEREAS, it is necessary to appoint two (2) Supervisors as representatives to the Board of Directors of the Hamilton County Soil and Water Conservation District, and

WHEREAS, the Hamilton County Board of Supervisors wishes to appoint Betsy Bain and Beth Hunt as Supervisors' Representatives for a term of one-year commencing January 1, 2025 terminating December 31, 2025, be it

RESOLVED, that Betsy Bain and Beth Hunt be appointed as Supervisors' Representatives for a term of one-year commencing January 1, 2025 and terminating December 31, 2025.

Seconded by

RESOLUTION NO.

**APPOINTMENTS TO THE LAKE CHAMPLAIN-LAKE GEORGE REGIONAL
PLANNING BOARD**

DATED: JANUARY 8, 2025

BY

WHEREAS, the by-laws of the Lake Champlain – Lake George Regional Planning Board state that each member-county shall appoint six directors to the Board with the Chairperson of the Board of Supervisors, the Chief Financial Officer and the Highway Superintendent of each member county being Ex-Officio members and three additional directors shall be appointed by the Chairperson of the Board of Supervisors of each member county, and

WHEREAS, the tenure of Ex-Officio Officers shall be consistent with their terms of office and the additional three (3) members shall be appointed to terms of three (3) years and staggered so that one director term shall expire each year, be it

RESOLVED, that the following appointments be made to the Lake Champlain-Lake George Regional Planning Board:

Chairman of the Board of Supervisors
County Treasurer
Highway Superintendent

Clay Arsenault – Term of January 1, 2023 – December 31, 2025

Beth Hunt – Term of January 1, 2024 – December 31, 2026

Christy Wilt – Term January 1, 2025 – December 31, 2027

Seconded by

RESOLUTION NO.

AUTHORIZING CHAIRMAN TO ENTER INTO RENEWAL OF INTER-MUNICIPAL AGREEMENT WITH ESSEX COUNTY FOR E911 SERVICE

DATED: JANUARY 8, 2025

BY

WHEREAS, the Hamilton County Board of Supervisors adopted Resolution No. 145-04 on June 3, 2004 supporting the Town of Long Lake in participation in the Essex County E911 system, and

WHEREAS, by Resolution No. 131-05 adopted on June 2, 2005 the Hamilton County Board of Supervisors authorized the Chairman to enter into an inter-municipal agreement with Essex County for 911 service for the Town of Long Lake, and

WHEREAS, the Town of Long Lake has requested the County authorize renewal of the Essex County 911 agreement for 2025, now, therefore, be it

RESOLVED, that the Chairman of the Hamilton County Board of Supervisors is hereby authorized to sign a renewal of the inter-municipal agreement on behalf of Hamilton County for the provision of E911 service to the Town of Long Lake through Essex County, upon the approval of the County Attorney.

Seconded by

RESOLUTION NO.

2024 INCREASE PUBLIC SAFETY ACCOUNT

DATED: JANUARY 8, 2025

BY

WHEREAS, there is a shortage of funds in Account No. A3020.0401 Public Safety, Communications System, be it

RESOLVED, that the County Treasurer is hereby authorized to increase Account No. A3020.0401 Public Safety, Communications System by \$41.87 to be totally offset by increasing Revenue Account No. A2260.0100 911 System by \$41.87.

Seconded by

RESOLUTION NO.

2024 TRANSFER OF FUNDS – SHERIFF AND JAIL ACCOUNTS

DATED: JANUARY 8, 2025

BY

WHEREAS, there is a shortage of funds in some of the Sheriff, Jail and Emergency Management accounts for 2024, therefore, be it

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

FROM:

Account No. A3110.0111 – Part Time	\$ 2,000.00
Account No. A3150.0109 – CO I	\$ 3,000.00
Account No. A3170.0401 – Other Corrections	\$ 7,500.00

TO:

Account No. A3110.0102 – Sheriff Deputy Sheriff/Sergeant	\$ 1,500.00
Account No. A3150.0111 – Jail Part-Time	\$ 5,000.00
Account No. A3150.0405 – Jail Medical/Dental Expenses	\$ 3,000.00
Account No. A3640.0101 – EMGY MGMT P/T Manager	\$ 3,000.00

Seconded by

RESOLUTION NO.

**AMENDING RESOLUTION NO. 273-24 – TAIT CONSOLE GATEWAY – STATEWIDE
COMMUNICATIONS GRANT – SI19-1010-E06**

DATED: JANUARY 8, 2025

BY

WHEREAS, Resolution No. 273-24 authorized the purchase of a new Tait Console Gateway from Capital Digitronics from quote number CDI-240821 in the amount of \$10,330.68, and

WHEREAS, Capital Digitronic's quote number CDI-240821 did not add in the installation in the quote total, and

WHEREAS, Capital Digitronic's quote total for the purchase and install for the Tait Console Gateways should have read "\$12,070.68", therefore, be it

RESOLVED, that Resolution No. 273-24 is hereby amended to authorize purchase and have installed the Tait Console Gateway from Capital Digitonics in the amount of \$12,070.68 from Account No. A3645.0422, SI19-1010-E06.

Seconded by

RESOLUTION NO.

**AUTHORIZING SIGNATURE FOR NYS DIVISION OF HOMELAND SECURITY AND
EMERGENCY SERVICES FOR DOMESTIC TERRORISM PREVENTION GRANT
PROGRAM – DT23-1002-E00**

DATED: JANUARY 8, 2025

BY

WHEREAS, Resolution No. 193-24 authorized the Sheriff's Office to apply for the 2023 Domestic Terrorism Prevention Grant in the amount of \$172,413.00, and

WHEREAS, Hamilton County Sheriff's Office has been awarded 2023 Domestic Terrorism Prevention Grant in the amount of \$172,413.00, Grant DT23-1002-E00, Contact No. C175077, therefore, be it

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to sign said 2023 Domestic Terrorism Prevention grant and the Sheriff be so notified.

Seconded by

RESOLUTION NO.

**AUTHORIZATION TO HIRE FIVE BOAT PATROLMEN TO SERVE IN SHERIFF'S
OFFICE**

DATED: JANUARY 8, 2025

BY

WHEREAS, the Sheriff has reported to this Board there is a need for five boat patrolmen to patrol lakes in Hamilton County during the 2025 Summer Season (June through September), therefore, be it

RESOLVED, that the Sheriff be authorized to hire five boat patrolmen for the 2025 Summer Season beginning June 21st with any advance required training authorized, and be it further

RESOLVED, that the County Treasurer be authorized to prepare proper contracts to submit to the State of New York to meet the requirements of the State of reimbursement.

Seconded by

RESOLUTION NO.

**AUTHORIZING RENEWAL AGREEMENT WITH HAMILTON COUNTY
EMERGENCY MEDICAL SERVICES COUNCIL, INC.**

DATED: JANUARY 8, 2025

BY

WHEREAS, Hamilton County EMS Council, Inc. places significant emphasis on training ambulance personnel, and

WHEREAS, the Emergency Management Division has observed the training and the necessity regarding the need to contract with Hamilton County EMS Council, Inc. for training, now, therefore, be it

RESOLVED, that the Hamilton County Board of Supervisors hereby authorizes an agreement with Hamilton County EMS Council, Inc. to provide training for 2025 in the amount of \$5,000, and be it further

RESOLVED, that the Hamilton County Treasurer is hereby authorized to issue a check to the Hamilton County Emergency Medical Services Council, Inc. for \$5,000.00, from Account No. A3640.0403 EMS Training.

Seconded by

RESOLUTION NO.

2024 TRANSFER OF FUNDS – PUBLIC DEFENDER

DATED: JANUARY 8, 2025

BY

WHEREAS, there is a shortage of funds in the Public Defender Account No. A1170.0401 Public Defender Defense, be it

RESOLVED, that the County Treasurer is hereby authorized to transfer \$40,000.00 from Contingent Account No. A1990.0401 to Account No. A1170.0401 Public Defender Defense.

Seconded by

RESOLUTION NO.

**AUTHORIZING CHAIRMAN TO SIGN AGREEMENT FOR PROVIDER SERVICES
WITH ADIRONDACK HEALTH INSTITUTE ON BEHALF OF PUBLIC HEALTH
NURSING SERVICE**

DATED: JANUARY 8, 2025

BY

WHEREAS, the Hamilton County Public Health Nursing Service is required to perform periodic full and updated Community Health Assessments (CHA), and

WHEREAS, the Hamilton County Public Health Nursing Service supported and participated in development and implementation of a regional community health assessment, through grant funding obtained by the Adirondack Health Institute, for completion of the Community Health Assessment, and

WHEREAS, the cost share for the Hamilton County Public Health Nursing Service to remain a part of this valuable regional process is \$5,000.00, which has been proposed in the 2025 Municipal Budget and is reimbursable through the State Aid process at 100%, be it

RESOLVED, that the Chairman of the Board of Supervisors is authorized to enter into an agreement on behalf of the Public Health Nursing Service with the Adirondack Health Institute, not to exceed \$5,000.00, for the period January 1, 2025 through December 31, 2025 upon approval of the County Attorney and the County Treasurer be so notified.

Seconded by

RESOLUTION NO.

**AUTHORIZING CHAIRMAN TO SIGN CONTRACT WITH WHISPERING PINES
PRESCHOOL TO PROVIDE SERVICES FOR THE PRESCHOOL SPECIAL
EDUCATION PROGRAM**

DATED: JANUARY 8, 2025

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, Whispering Pines Preschool 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 contract with said provider to provide the aforesaid services for the period of January 1, 2025 through December 31, 2025 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.

**CONTRACT WITH LAURA DAVIS, PHARMACEUTICAL CONSULTANT FOR THE
YEAR 2025**

DATED: JANUARY 8, 2025

BY

WHEREAS, the Hamilton County Public Health Nursing Service is required to have a Pharmaceutical Consultant to insure compliance with all federal and state regulations relative to the storage of pharmaceuticals within the Agency, and

WHEREAS, providers qualified to perform these services are limited within Hamilton County, and

WHEREAS, Laura Davis, 212 Meriline Avenue, Scotia, NY 12302 has agreed to perform the services for the Hamilton County Public Health Nursing Service at a charge of Two Hundred Fifty Dollars (\$250.00) per visit to the County plus mileage at the prevailing county rate, and

WHEREAS, she also agrees to provide pharmaceutical services to the County in the event of an emergency requiring large scale distribution of drugs or vaccines by the Agency at the rate of Fifty Dollars (\$50.00) per hour plus mileage, and

WHEREAS, she will maintain professional liability insurance in order to provide additional services during large scale distribution of pharmaceuticals, with the understanding that she will be reimbursed by the county for insurance premiums, not to exceed \$200.00, therefore, be it

RESOLVED, that the Chairman of the Board of Supervisors is authorized to enter into contract with Laura Davis, upon approval of the County Attorney, to perform Pharmaceutical Consultant Services for the Hamilton County Public Health Nursing Service pursuant to 10NYCRR Section 752.5, as delineated above for the period of January 1, 2025 through December 31, 2025 and the County Treasurer be so notified.

Seconded by

RESOLUTION NO.

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

DATED: JANUARY 8, 2025

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:

Preschool Special Education Program:

ETIN: 6N8 – Medicaid Provider Number 03085178 - Expires May.

ETIN: BE56 – Medicaid Provider Number 03085178 – Expires December.

Early Intervention Program:

ETIN: NY7 – Medicaid Provider Number 02960992, NPI 1528197894 – Early Intervention Service Coordination. Expires October.

ETIN: 00E8 – Medicaid Provider Number 02960992, NPI 1528197894 – Hamilton County Public Health Early Intervention Service Coordination. Expires May.

Hamilton County Public Health Nursing Service (CHHA):

ETIN: NY7 – Medicaid Provider Number 02997386 – Hamilton County Public Health Nursing Service. Expires October.

ETIN: OZ7 – Medicaid Provider Number 02997386 – Hamilton County Public Health Nursing Service. Expires February.

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

ETIN: CLHF – Medicaid Provider Number 02997386 – Hamilton County Public Health Nursing Service. Expires July.

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, 2025 through December 31, 2025.

Seconded by

RESOLUTION NO.

MEDICAID AND MEDICARE COST REPORTS

DATED: JANUARY 8, 2025

BY

WHEREAS, the Hamilton County Public Health Nursing Service is required to submit the following Cost Reports annually for all services provided by the Nursing Service:

Certified Home Health Agency Medicare Cost Report
Certified Home Health Agency Medicaid Cost Report
Diagnostic and Clinic Services Medicaid Cost Report

WHEREAS, the current contracted provider of accounting services for the Nursing service is McCarthy and Conlon, LLP, and

WHEREAS, Michael McCarthy, CPA will complete the reports within appropriate timeframes and review results with the Public Health Nursing Service, be it

RESOLVED, that the Chairman of the Board of Supervisors is authorized to sign the Medicaid and Medicare Cost Reports for Year 2024.

Seconded by

RESOLUTION NO.

**AUTHORIZING THE CREATION OF PART TIME POSITIONS IN THE PUBLIC
HEALTH DEPARTMENT**

DATED: JANUARY 8, 2025

BY

WHEREAS, the Public Health Department's Certified Home Health Agency has experienced many employee changes in 2024 and employed temporary help for nursing, physical therapy, and administrative duties to aid in patient care and training, and

WHEREAS, it has been determined that the per diem/part time employees are of great value to the department to help provide fill-in coverage so that the needs of Hamilton County constituents can be better met and that the department remains in compliance with New York Department of Health, and

WHEREAS, the Public Health Director and Director of Patient Services have requested that part-time positions be established within the department to eliminate any temporary employment, now, therefore, be it

RESOLVED, that the Personnel Officer is authorized to create the following part-time positions in the Public Health Department:

- Registered Professional Nurse (P/T)
- Registered Professional Nurse (P/T)
- Physical Therapist (P/T)
- Medical Records Clerk (P/T)

and the Public Health Director and Personnel Officer be so notified.

Seconded by

RESOLUTION NO.

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

DATED: JANUARY 8, 2025

BY

WHEREAS, Resolution No. 282-24 authorized Margie Rajca's work week be increased from 35 hours to 40 hours, and

WHEREAS, there has been a significant increase in CHHA revenue and Margie Rajca is willing to continue to assist with billing and training 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 January 1, 2025 until December 31, 2025, and be it further

RESOLVED, that the County Treasurer be authorized to transfer \$7,730.00 from Account No. A1990.0401 Contingent Fund to Account No. A4050.0111 Family Health Services Coordinator and the Personnel Officer be so notified.

Seconded by

RESOLUTION NO.

AUTHORIZING LEASE WITH ONEWORKSOURCE – 2025

DATED: JANUARY 8, 2025

BY

WHEREAS, the Hamilton County Board of Supervisors, working with the local WIOA, and the North Country Regional Workforce Investment Council (OneWorkSource), have worked out the details of a lease for the OneWorkSource space, and

WHEREAS, the lease will cover the period of January 1, 2025 through December 31, 2025, and

WHEREAS, the monthly rent to be paid by said tenant will be \$475.00 per month (to cover the use of the lease space together with the cost of heat, electricity, telephone, internet and insurance), therefore, be it

RESOLVED, that the Chairman of the Hamilton County Board of Supervisors is hereby authorized to enter into and sign said lease on behalf of Hamilton County, and be it further

RESOLVED, that certified copies be forwarded to DSS Commissioner Roberta Bly.

Seconded by

RESOLUTION NO.

AUTHORIZATION TO ENTER INTO CONTRACTS WITH LAKE PLEASANT SCHOOL, LONG LAKE SCHOOL, AND WELLS SCHOOL FOR THE HAMILTON COUNTY FAMILY FIRST PROGRAM

DATED: JANUARY 8, 2025

BY

WHEREAS, Hamilton County Family First program provides preventative services in Lake Pleasant School, Wells Central School, and Long Lake School, and

WHEREAS, the Home Run program has proved very successful and it continues to be supported financially in part by the three participating schools, and

WHEREAS, the CCSI Tier 2 Committee recommends the Family First program, and

WHEREAS, the Commissioner of Social Services has indicated that she has sufficient grant funds to cover the county share, and

WHEREAS, the 2025 contract would be for a total annual amount not to exceed \$161,676.00 running from January 1, 2025 through December 31, 2025, and serve three schools in Hamilton County 24 hours a day, seven days a week with the schools continuing to provide \$16,350.00 (\$5,450.00 per school) of the funding, therefore, be it

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to enter into contracts with Lake Pleasant School, Long Lake School, and Wells Central School for provision of the Family First program for the period of January 1, 2025 through December 31, 2025 under the terms and conditions set forth above and with the approval of the County Attorney.

Seconded by

RESOLUTION NO.

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

DATED: JANUARY 8, 2025

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 funding 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 January 1, 2025 through December 31, 2025 between the Department of Social Services and the Hamilton County Attorney upon review of the Hamilton County Attorney.

Seconded by

RESOLUTION NO.

APPROVAL OF VETERANS SERVICES CONTRACT - 2025

DATED: JANUARY 8, 2025

BY

BE IT RESOLVED, that upon approval of the County Attorney, the Chairman of the Hamilton County Board of Supervisors is hereby authorized to sign a contract with Fulton County, within the meaning of Section 800 of County Law, to provide assistance to members of the armed forces and veterans and their dependents in Hamilton County in obtaining any benefits and awards to which they may be entitled under any Federal, State or local legislation, and be it further

RESOLVED, that said contract shall be effective January 1, 2025 through December 31, 2025, and be it further

RESOLVED, that Hamilton County shall pay to Fulton County the sum of \$16,500.00 per annum in quarterly installments on March 31, June 30, September 30 and December 31, 2025, plus expenses incurred by the Director for travel, postage, telephone, office supplies, printing, flags and markers, miscellaneous, conferences, schools and seminars not to exceed \$900.00.

Seconded by

RESOLUTION NO.

**PROVIDING SECTIONS 89-T AND 603 (P) (25-YEAR RETIREMENT PLAN SPECIFIC
FOR PROBATION DEPARTMENT PEACE OFFICERS)**

DATED: JANUARY 8, 2025

BY

WHEREAS, the Hamilton County Board of Supervisors approved the special Retirement Plan, 89-t and 603(p) to be funded through the PreTrial Grant money, which was also approved by the State, be it

RESOLVED, that the Board of Supervisors of the County of Hamilton does hereby elect to provide the pension benefit of Sections 89-t and 603 (p) of the Retirement and Social Security Law, as presently or hereafter amended, and be if further

RESOLVED, that the effective date of such shall be when certified copies of this resolution and the affidavit are filed with the Retirement System.

Seconded by

RESOLUTION NO.

AUTHORIZATION FOR CREATING DEPUTY DIRECTOR OF COMMUNITY SERVICES POSITION

DATED: JANUARY 8, 2025

BY

WHEREAS, there is a state-wide workforce shortage of mental health professionals, and

WHEREAS, Hamilton County Community Services has experienced this shortage directly and has not been fully staffed with clinicians since 2022, and

WHEREAS, the Director of Community Services has determined there is a need to restructure the Community Services Department to move administrative and non-clinical tasks away from licensed clinicians to increase capacity to provide mental health therapy, and

WHEREAS, Hamilton County Community Services receives state aid to provide SPOA, Case Management and Housing Services, and

WHEREAS, these non-clinical and administrative tasks can be met by a non-clinician, and

WHEREAS, the Director of Community Services has met with the Human Services Committee and recommends the creation of the position, Deputy Director of Community Services, to replace a Clinical Social Worker position, therefore, be it

RESOLVED, that the position, Deputy Director of Community Services, be created at Grade 23, and that the Personnel Officer is authorized to eliminate the position Clinical Social Worker effective January 8, 2025, and be it further

RESOLVED, that the Treasurer's Office be authorized to rename budget line A4310.112 Clinical Social Worker to Deputy Director of Community Services, and be it further

RESOLVED, that the Personnel Officer shall be authorized to begin advertising for said position immediately and the Director of Community Services, County Treasurer and Personnel Officer be so notified.

Seconded by

RESOLUTION NO.

AUTHORIZING DISPOSITION OF EXCESS VEHICLES

DATED: JANUARY 8, 2025

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 vehicle be disposed from the County inventory:

Year	Make/Model	VIN	Plate#	Dept	FN
1998	Trail King Dump/Tlr	1TKDS3031WBO79675	AB4917	PW	424
2015	Chev. Impala Sedan	2G1WA5E38F1160172	AW2049	PW	913
2016	Chev. Impala Sedan	2G1WA5E31G1161715	AX6246	Prob.	915
2018	Chev. Malibu Sedan	1G1ZC5ST0JF196175	BA4229	P.H.	764
2015	Ford F350 Crew Cab	1FT7W2B65FED69507	AW3200	PW	96

be it

RESOLVED, the above vehicles/equipment be sold by auction online by Auctions International and the funds from the auction shall be a revenue credit to Account No.DM2665 Sale of Equipment for DPW vehicles and Account A2665 Sale of Equipment for all other county departments, 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.

**APPROVAL - USE OF COUNTY ROADS AS DESIGNATED FOR SNOWMOBILE USE
FOR YEAR 2025**

DATED: JANUARY 8, 2025

BY

RESOLVED, that the Board of Supervisors hereby authorizes any town within the county to designate any County Road or part thereof for snowmobile usage for the year 2025, be it further

RESOLVED, if a town chooses to designate a County Road or any part thereof within that particular towns boundary the town shall follow all rules and regulations of designating a road for snowmobile use per the guidelines set forth in New York State Office of Parks, Recreation and Historic Preservations Snowmobile Unit and also be subject to provide Hamilton County with an insurance certificate covering said use in favor of the County as an additional insured.

Seconded by

RESOLUTION NO.

**AUTHORIZING FLEET COORDINATOR TO PURCHASE A TOW BEHIND WOOD
CHIPPER DPW**

DATED: JANUARY 8, 2025

BY

WHEREAS, the County Board of Supervisors have duly adopted the 2025 Hamilton County Budget, and

WHEREAS, within the said adopted 2025 budget the Board appropriated \$460,000.00 for equipment purchases for the Highway Department, and

WHEREAS, the Highway Superintendent recommends that the department purchase one (1) 15" Wood Tow Behind Chipper for use in the department, and

WHEREAS, the said Bandit Chipper will be purchased under Sourcewell Contract #050119-BAN through Ground Equipment, Inc., be it

RESOLVED, that hereby the County Highway Superintendent/Fleet Coordinator is authorized to purchase one (1) Bandit 15" Chipper, Model 15XP using the said Sourcewell contract for a total of \$60,456.80, be it further

RESOLVED, that the funds be taken out of Account No. DM5130.0201 Road Equipment in the amount of \$60,456.80 for the said purchase from Ground Equipment, Inc., of Watervliet, NY and the County Treasurer, Clerk of the Board and Fleet Coordinator be so notified.

Seconded by

RESOLUTION NO.

AUTHORIZING FLEET COORDINATOR TO PURCHASE 25 TON TAG-ALONG TRAILER DPW

DATED: JANUARY 8, 2025

BY

WHEREAS, the County Board of Supervisors have duly adopted the 2025 Hamilton County Budget, and

WHEREAS, within the said adopted 2025 budget the Board appropriated \$460,000.00 for equipment purchases for the Highway Department, and

WHEREAS, the Highway Superintendent recommends that the department purchase one (1) 25 ton tag-along equipment trailer for use in the department, and

WHEREAS, the said Towmaster trailer will be purchased under Sourcewell Contract #092922-MNR through Finke Equipment, be it

RESOLVED, that hereby the County Highway Superintendent/Fleet Coordinator is authorized to purchase one (1) Towmaster Trailer, Model T-50LP using the said contract for a total of \$54,473.80, be it further

RESOLVED, that the funds be taken out of Account No. DM5130.0201 Road Equipment in the amount of \$54,473.80 for the said purchase with Finke Equipment of Selkirk, NY and the County Treasurer, Clerk of the Board and Fleet Coordinator be so notified.

Seconded by

RESOLUTION NO.

AUTHORIZING DPW SUPERINTENDENT TO ORDER VEHICLE FOR 2025

DATED: JANUARY 8, 2025

BY

WHEREAS, the County Board of Supervisors have duly adopted the 2025 Hamilton County Budget, and

WHEREAS, within the said adopted 2025 budget the Board appropriated \$460,000.00 for equipment purchases for the Highway Department, and

WHEREAS, the Highway Superintendent recommends that the department purchase one (1) 4500 Ram Crew Cab with dump body for use in the department, and

WHEREAS, Ram light duty trucks are available to order under Piggy-Back State Contract #PC68941 for 2025 from Main Dodge in Johnstown as follows –

- 2024 Ram 4500 Tradesman Crew cab 4x4 - \$82,806.00

be it

RESOLVED, that the Public Works Superintendent is hereby authorized to issue a purchase order for the said 2024 Ram 4500 truck from Main Dodge under Piggy-Back contract for a total of \$82,806.00.00 delivered and it will be a charge to Account No DM5130.0201 Road Equipment, and the Clerk of the Board, County Treasurer, and Public Works Superintendent be so notified.

Seconded by

RESOLUTION NO.

**APPROVAL OF EXPENDITURES OF MATERIALS AND SUPPLIES FOR ROAD
CONSTRUCTION AND MAINTENANCE PROJECTS - 2025**

DATED: JANUARY 8, 2025

BY

WHEREAS, each year the DPW Superintendent needs to purchase materials and supplies for road construction projects, road maintenance projects and building projects have some inventory available for emergencies for the county road system, and

WHEREAS, in all instances the purchases are made through New York State Contract, Hamilton County awarded bids or through a piggyback contract bids from another county of New York State, and

WHEREAS, most of these purchases are over the threshold of the County Highway Superintendents authority to purchase without either Chairman's authorization or by Board resolution authorizing the said purchases, and

WHEREAS, these materials and supplies include but not limited to stone items, culverts, hot mix asphalt, equipment rental, road striping and general construction items, be it

RESOLVED, that the Board of Supervisors does hereby authorize the County Highway Superintendent to purchase materials and supplies as needed without specific authorization for each purchase for county road construction and maintenance if it is within the current adopted budget for 2025 and the County Treasurer and Clerk of the Board be so advised.

Seconded by