

AGENDA CONTINUED

FEBRUARY 6, 2014

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- No. 24 Authorizing Chairman to Sign Agreement with the New York State Department of Health as an Early Intervention Provider
- No. 25 Authorizing a Correction of Grade for Support Collection Specialist
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RESOLUTION NO.

**AUTHORIZING PAYMENT FOR SOFTWARE SUPPORT TO SYSTEMS EAST, INC. –
COUNTY TREASURER**

DATED: FEBRUARY 6, 2014

BY

WHEREAS, the County Treasurer has a contract with Systems East, Inc. for the County Tax Collection System, and

WHEREAS, the amount of the 2014 contract is \$11,254.00, be it

RESOLVED, that the County Treasurer is hereby authorized to pay Systems East, Inc. \$11,254.00 for Invoice No. 124106 from Treasurer's Account No. A1325.405 Maint. of Machines.

Seconded by

RESOLUTION NO.

AUTHORIZING APPROPRIATION OF FEDERAL GRANT COLA FOR PUBLIC HEALTH NURSING SERVICE PROGRAMS

DATED: FEBRUARY 6, 2014

BY

WHEREAS, the Hamilton County Public Health Nursing Service is entitled to additional cost of living adjustments for the WIC Program and Children with Special Health Care Needs Grant Program as passed in the Congressional Budget for state fiscal year 2013-2014, and

WHEREAS, these funds can be used to cover eligible personal service and fringe costs incurred, and

WHEREAS, the following funds are available to the HCPHNS:

Children with Special Health Care Needs Grant Program	\$1,225.00
WIC Grant Program	\$4,514.78
Rabies Grant	<u>\$608.00</u>
Total	\$6,347.78

be it

RESOLVED, that the following 2014 Appropriation Accounts be increased:

A4042.801 Rabies Grant Fringe	\$ 608.00
A4189.8101 CSHCN Grant Fringe	\$1,225.00
A4082.801 WIC Grant Fringe	\$3,514.78
A4082.407 WIC Grant Travel	<u>\$1,000.00</u>
	\$6,347.78

RESOLVED, that the increase in appropriations be totally offset by increasing the following Revenue Accounts:

A4489.1 CSHCN Grant	\$1,225.00
A4482 WIC Grant	\$4,514.78
A4489.3 COLA's	\$ 608.00

and be it further

RESOLVED, that the Chairman of the Board of Supervisors is authorized to sign the COLA Certifications for the above grants and the County Treasurer be so authorized.

Seconded by

RESOLUTION NO.

AUTHORIZING CHAIRMAN TO SIGN AGREEMENT WITH THE NEW YORK STATE DEPARTMENT OF HEALTH AS AN EARLY INTERVENTION PROVIDER

DATED: FEBRUARY 6, 2014

BY

WHEREAS, pursuant to Public Health Law 2550, the New York State Department of Health is the lead agency responsible for the administration of the Early Intervention Program and that each Municipality is responsible for the local administration of the program, which includes accepting referrals of children potentially eligible for program services, assigning initial service coordinators, participating in Individual Family Service Plan (IFSP) meetings, ensuring that services contained in the IFSP are appropriately delivered and reimbursing providers for services not covered by Medicaid or commercial insurance according to rates set by the NYSDOH, and

WHEREAS, Hamilton County by and through the Hamilton County Public Health Nursing Service assumes the responsibilities delineated above, and

WHEREAS, employees of the Hamilton County Public Health Nursing Service may be assigned as initial service coordinators, and

WHEREAS, the NYSDOH has allotted \$16,944.00 for the period October 1, 2013 – September 30, 2014 which has been appropriated in the 2014 County Budget, and

WHEREAS, it has been determined that a travel line is needed in the 2014 budget, be it

RESOLVED, that EI Account No. 4059.404 Travel be hereby created and funded by the following transfer:

FROM: EI Account No. 4059.101 Personal Services	\$1,000.00
TO: EI Account No. 4059.404 Travel	\$1,000.00

and be it further

RESOLVED, that the Chairman of the Board of Supervisors be authorized to sign the Early Intervention Provider Agreement C-027483 with the New York State Department of Health, pending approval by the County Attorney and the County Treasurer be so advised.

Seconded by

RESOLUTION NO.

**AUTHORIZING A CORRECTION OF GRADE FOR SUPPORT COLLECTION
SPECIALIST**

DATED: FEBRUARY 6, 2014

BY

WHEREAS, an in depth review of the job description, qualifications, and duties of the Support Collection Specialist position has been completed by the Personnel Officer and the Department of Social Services Commissioner, and

WHEREAS, that review has determined that the current job title (Support Collection Specialist) encompasses all of the qualifications and responsibilities of Support Investigator, and

WHEREAS, given this research, it has been determined that Support Collection Specialist should be a Grade 10, now, therefore, be it

RESOLVED, that effective February 10, 2014 Support Collection Specialist shall be set as Grade 10, and the Personnel Officer and County Treasurer be so notified.

Seconded by

RESOLUTION NO.

AUTHORIZING PROVISIONAL APPOINTMENT - DEPARTMENT OF SOCIAL SERVICES

DATED: FEBRUARY 6, 2014

BY

WHEREAS, the Department of Social Services has been going through a number staff changes which has created the need to promote Stephanie Hutchins to Social Welfare Examiner, and

WHEREAS, an upcoming leave will make that need even more extreme, and

WHEREAS, the Board of Supervisors, in weighing the extenuating circumstances with Commissioner of Social Services Roberta Bly has determined that a provisional appointment is warranted, now, therefore, be it

RESOLVED, that effective February 10, 2014 Stephanie Hutchins is hereby provisionally appointed to the position of Social Welfare Examiner and the Personnel Officer and County Treasurer be so notified.

Seconded by

RESOLUTION NO.

CREATING AND FUNDING APPROPRIATION IN THE 2014 WIA BUDGET

DATED: FEBRUARY 6, 2014

BY

WHEREAS, the Commissioner of the Department of Social Services, is now administering the Hamilton County Workforce Investment Act (WIA) Program, and has concluded that the WIA Program is continuing to expand and to assist more county residents with a need for Tuition and Education Assistance, and

WHEREAS, it has been determined that the Hamilton County Workforce Investment Act (WIA) Program is in need of creating a new appropriation line item to be used for Tuition and Education Assistance, which is a service that the WIA Program Provides, and

WHEREAS, the WIA Program is reimbursed 100% for this type of expense with Indirect Federal Funding through the State Department of Labor with Clinton County for the Work Force Investment Act (WIA) through federal revenue account A4089.100-WIA Federal Aid, be it

RESOLVED, that Account Number A6290.405-WIA Tuition and Education Assistance be hereby created and funded in the amount of \$10,000.00 to be offset by increasing federal revenue number A4089.100, and the County Treasurer be so authorized.

Seconded by

RESOLUTION NO.

2013 TRANSFER OF FUNDS - HIGHWAY

DATED: FEBRUARY 6, 2014

BY

WHEREAS, there is a shortage of funds in several accounts in the County Highway Department for 2013, be it

RESOLVED, that \$48,518.05 be transferred from County Road Fund Account No. D5142.101 Personal Services to the following accounts:

Account No. D5010.402 Telephone -	\$ 884.58
Account No. D5110.402 Rental Eqpt -	\$ 179.37
Account No. D5110.403 Stone & Gravel	\$ 31.93
Account No. DM5130.401 Repairs -	\$ 2,594.77
Account No. DM5130.405 Diesel/Gas	\$ 44,827.40

and the County Treasurer be so authorized and the Clerk of the Board and Highway Superintendent be so notified.

Seconded by

RESOLUTION NO.

**AMENDING AMOUNT OF 2013 APPROPRIATION AND REVENUE FOR STATE
SNOW & ICE CONTRACT**

DATED: FEBRUARY 6, 2014

BY

WHEREAS, the budget appropriation amount for State Snow removal for 2013 was set and duly adopted for \$800,000.00 for Account No. D5144.400 for State Snow & Ice Contract, and

WHEREAS, the budget revenue amount for the State Snow for 2013 was set and duly adopted for \$800,000.00 for Account No. D2302.0000 (Snow Removal other Govt) for a total offset of expenditures, and

WHEREAS, the said amounts mentioned herein are estimated by the County Highway Superintendent based on the previous year's expenditures, and

WHEREAS, because of variations of winter conditions the Highway Department has over expended the 2013 budget estimate in the following amounts:

D5144.401 Equipment Rental	\$25,019.47
D5144.402 Salt	<u>\$40,148.20</u>
Total	\$65,167.67

be it

RESOLVED, the 2013 budget appropriation for Account No. D5144.401 Equipment Rental be increased by \$25,019.47 and Account No. D5144.402 Salt be increased by \$40,148.20 and increase Revenue Account No. D2302.0000 by \$65,167.67 and that hereby the County Treasurer be so authorized and the Clerk of the Board and Highway Superintendent be so notified.

Seconded by

RESOLUTION NO.

AUTHORIZING REPAIRS TO SOLID WASTE EJECTOR TRAILERS #982 & #981

DATED: FEBRUARY 6, 2014

BY

WHEREAS, the Solid Waste Department owns two (2) 1999 Spec Tec ejector trailers that are part of the original Solid Waste trailer fleet and are in need of major repair in and around the fifth wheel plate and bulk head, and

WHEREAS, the Coordinator had trailer #982 taken to Sowle Autobody Corp. to get an estimate for the repairs needed, and

WHEREAS, the estimate to repair trailer #982 is \$6,500.00, and

WHEREAS, the Solid Waste Coordinator choose to utilize Sowle Autobody Corp. to make the said repairs because of past performance, the ability for certified aluminum and steel welding repair capabilities and they are on Hamilton County's list for approved vendors for large equipment repair, and

WHEREAS, it is difficult to get accurate quotes and find vendors able to make such repairs in these situations because in many circumstances the unit needs to be torn down to get the scope of the repair needed, and

WHEREAS, the Coordinator recommends that when the repairs are completed to trailer #982 that trailer #981 be pre-authorized for repair by Sowle Autobody Corp. barring the cost being dramatically different, be it

RESOLVED, that the County Solid Waste Coordinator is hereby authorized to have the repairs done by Sowle Autobody Corp. of 3956 State Hwy. 30A, Fultonville, NY 12072 to trailers #982 and #981 (if appropriate) and it will be charged against Account No. DM5130.401 Repairs and the County Treasurer, Solid Waste Coordinator and Clerk of the Board be so notified.

Seconded by

RESOLUTION NO.

APPROVAL OF AND TRANSFER OF FUNDS FOR 2014 MERIT PAY

DATED: FEBRUARY 6, 2014

BY

WHEREAS, the Hamilton County Board of Supervisors has instituted a merit system for county employees, and

WHEREAS, the Internal Management Committee met on January 27, 2014 to review merit evaluations, be it

RESOLVED, that the Internal Management Committee recommends the following hourly merit increments:

HIGHWAY

Robert Burgess	February 14, 2014 to February 14, 2015	\$1.65
John Moss	February 3, 2014 to February 3, 2015	\$1.21
Joseph Rathbun	February 21, 2014 to February 21, 2015	\$1.32

REAL PROPERTY

Lori Abbott	February 22, 2014 to February 22, 2015	\$1.54
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NURSING

Avis Warner	February 28, 2014 to February 28, 2015	\$.88
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SOCIAL SERVICES

Stephanie Hutchins	February 10, 2014 to February 10, 2015	\$1.32
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SHERIFF

Timothy O'Neill	January 17, 2014 to January 17, 2015	\$1.21
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and be it further

RESOLVED, that the following transfers be made to cover the above 2014 merit pay:

FROM:	A1990.401	Contingent	\$17,891.06
TO:	D5110.101	Personal Services	\$3,388.88
	D5110.101	Personal Services	\$2,526.48
	DM5130.101	Mechanics	\$2,756.16
	A1355.102	Real Property Tax Service Aide	\$2,813.58
	A4010.107	Sr. Registered Professional Nurse	\$1,543.08
	A6010.105	Info. Systems Support Specialist	\$2,346.96
	A3110.114	Correction Officer D	\$2,515.92

and the County Treasurer be so authorized and Personnel Officer be notified.

Seconded by

RESOLUTION NO.

APPROVAL OF AUDITS IN COUNTY HIGHWAY FUNDS

DATED: FEBRUARY 6, 2014

BY

RESOLVED, that the bills in the Machinery Fund amounting to \$102,082.43 and bills in the County Road Fund amounting to \$167,158.30 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

DATED: FEBRUARY 6, 2014

BY

RESOLVED, that the bills audited this day in the County General Fund in the amount of \$401,093.78 by the following committees:

Building Committee	\$26,844.16
Public Works (Solid Waste) Committee	13,924.73
Finance Committee	227,188.96
Health Committee.....	24,501.74
Human Services Committee.....	41,569.24
Central Government Committee	52,830.97
Emergency Prep./Emergency Response.....	10,995.25
Publicity, Tourism, Economic Development & Planning Committee.....	2,196.06
Internal Management Committee	1,042.67

are hereby approved.

Seconded by