

AGENDA CONTINUED

SEPTEMBER 5, 2013

RESOLUTIONS:

- No. 18 Support of Statewide Ballot Proposals #3, #4, & #5
- No. 19 Authorizing the Chairman of the Board of Supervisors to Obtain a Single Credit Card from a Bank or Financial Institution and Establishing County Credit Card Policy
- No. 20 Authorizing Payment to Gillware, Inc. – Probation
- No. 21 Authorizing Chairman to Sign HEAP Agreements with Warren/Hamilton OFA and Community Action Agency
- No. 22 Authorizing Regional Meeting – Hamilton County Community Services Board
- No. 23 Award of Bid for Laminated Decking for Browns Brook Bridge
- No. 24 Award of Bid for Bridge and Approach Rail for Browns Brook Bridge
- No. 25 Approval of and Transfer of Funds for 2013 Merit Pay
- No. 26 Approval of Audits in County Highway Funds
- No. 27 Approval of Audits in the County General Fund and Capital Project 2012-1 Hurricane Irene Flood Mitigation

RESOLUTION NO.

SUPPORT OF STATEWIDE BALLOT PROPOSALS #3, #4, & #5

DATED: SEPTEMBER 5, 2013

BY

WHEREAS, the Hamilton County Board of Supervisors, deems it important to lend our support and voice to efforts to assure the passage of the three Ballot Proposals slated for the November 2013 General Election, and

WHEREAS, these Ballot Proposals involve issues where the Hamilton County Board of Supervisors and our towns, have been heavily invested in bring these issues to the voters of NYS, and

WHEREAS, said proposals are:

- Proposal #3 – Exclusion of Indebtedness Contracted for Sewage Facilities
- Proposal #4 – Settling Disputed Title in the Forest Preserve
- Proposal #5 – In Relation to a Land Exchange in the State Forest Preserve with NYCO Minerals, Inc.

and

WHEREAS, resolution of these issues is critical all the residents of Hamilton County and New York State, and

WHEREAS, all of these proposals represent the best possible solutions to long standing or continuing issues, which have been worked on and toiled over, for many years, and

WHEREAS, these proposals warrant the support of this body and the voters of New York, now, therefore, be it

RESOLVED, that the Hamilton County Board of Supervisors hereby records our support for Ballot Proposals #3, #4, & #5, all of which are deemed critically important to this County, the Forest Preserve, the Environment, and the People of the State of New York, and be it also

RESOLVED, that the Hamilton County Board of Supervisors calls upon our individual Towns, the AATV, other Adirondack Counties, Adirondack Inter-County, NYSAC, and all the municipalities throughout New York State, to all follow suit expressing both support for these proposals and assisting in the effort to inform our voters of these important proposals, and be it also

RESOLVED, that copies of this Resolution be forwarded to all the Hamilton County Towns, Adirondack Inter-County and NYSAC.

Seconded by

RESOLUTION NO.

**AUTHORIZING THE CHAIRMAN OF THE BOARD OF SUPERVISORS TO OBTAIN
A SINGLE CREDIT CARD FROM A BANK OR FINANCIAL INSTITUTION AND
ESTABLISHING COUNTY CREDIT CARD POLICY**

DATED: SEPTEMBER 5, 2013

BY

WHEREAS, the Hamilton County Board of Supervisors recognizes that the use of a credit card is new to the County and poses new issues, but that the need for and the practicality of use of the card would appear to outweigh not authorizing said card, and

WHEREAS, the Hamilton County Board of Supervisors recognizes that authorization of a credit card must be accompanied by a comprehensive use policy to assure against misuse of credit card, be it

RESOLVED, that the Hamilton County Board of Supervisors hereby determines that it has become a necessity for Hamilton County to enter into an agreement with a Bank or Financial Institution for the issuance of one credit card for the Board of Supervisors' Office, as hereinafter provided:

1. The Chairman of the Board of Supervisors shall be authorized to obtain said credit card on the behalf of Hamilton County from the Bank or Financial Institution the County uses for its primary bill paying purposes with the card to be in the name of the County;
2. The Board of Supervisors' Office shall have sole custody of the credit card and shall only use the same or authorize use of the same for payment of County internet programs and other purchases authorized by the Board and for booking travel and hotel expenses and paying meal expenses which a Department already has authority to incur as a County expense. The Clerk of the Board shall obtain receipts for each use of the credit card and such other County Audit documentation as would be required had the purchase been made by cash;
3. Any illegal or unauthorized expense or improper usage of the credit card shall require repayment by the party incurring the expense;
4. Except as otherwise expressly provided, purchases, payments, travel and other actual and necessary expenses for which a credit card is used shall be incurred in accordance with, and shall be subject to , all laws, rules, and regulations applicable to municipal charges incurred by Hamilton County officers and employees;
5. The Clerk of the Board shall review all receipts and credit card statements and following such review the Clerk of the Board shall submit the same to the appropriate Department to process for payment within 48 hours of the time the statement is received and the Clerk of the Board's Office shall review all documentation in the same manner as other County expenses;
6. If the Chairman of the Board shall determine that all charges are appropriate the credit card statement shall be processed for payment so that the same is paid in a timely manner so as to avoid any finance charges, even if such means that the statement is paid in the utility audit and if the Chairman of the Board shall determine that there are illegal or unauthorized charges, the Chairman of the Board shall notify the Chairman of the Finance Committee and the County Attorney within time frames that will allow for timely payment or dispute to the issuing Bank or Financial Institution;

and be it further

RESOLVED, that the Chairman of the Board be, and hereby is, authorized and directed to take such incidental action as may be necessary to carry out the terms of the Resolution including the execution of any agreements with a Bank or credit card issuer that may be necessary provided the same are in a form approved by the County Attorney.

Seconded by

RESOLUTION NO.

AUTHORIZING PAYMENT TO GILLWARE, INC. - PROBATION

DATED: SEPTEMBER 5, 2013

BY

WHEREAS, the Hamilton County Probation Department suffered a significant computer failure, and

WHEREAS, Robert Morgan was unsuccessful in recovering the lost data, and

WHEREAS, Robert Morgan recommended the use of Gillware, Inc., as they are a highly regarded data recovery firm, and

WHEREAS, Gillware, Inc. was successful in recovering the majority of the lost data, and

WHEREAS, it is now necessary to pay Gillware, Inc. for said work, now, therefore, be it

RESOLVED, that the Hamilton County Treasurer, is hereby authorized to issue a check to Gillware, Inc. in the amount of \$906.00 as full payment of Invoice #38615039, and be it further

RESOLVED, that said claim be charged to Probation Account No. 3140.0411 Probation Computer Equipment/Services and the County Treasurer be so authorized.

Seconded by

RESOLUTION NO.

**AUTHORIZING CHAIRMAN TO SIGN HEAP AGREEMENTS WITH
WARREN/HAMILTON OFA AND COMMUNITY ACTION AGENCY**

DATED: SEPTEMBER 5, 2013

BY

WHEREAS, the Department of Social Services requires a service agreement with a qualified provider to provide HEAP outreach and certification services to low-income residents, be it

RESOLVED, that upon the County Attorney's approval, the Chairman of the Board of Supervisors is hereby authorized to sign an agreement with Warren/Hamilton Office for the Aging and Community Action Agency for HEAP services for a term of October 1, 2013-September 30, 2014.

Seconded by

RESOLUTION NO.

AUTHORIZING REGIONAL MEETING – HAMILTON COUNTY COMMUNITY SERVICES BOARD

DATED: SEPTEMBER 5, 2013

BY

WHEREAS, the Hamilton County Community Services is the sole provider of mental health service in Hamilton County, and

WHEREAS, the Hamilton County Community Services Board (CSB) has identified recent Medicaid reform by the State of New York and its related impact on Hamilton County as a significant challenge to its ability to continue to provide adequate mental health services to all of its residents, and

WHEREAS, the Hamilton CSB has recommended that a regional meeting be held with other counties in the North Country that would include each counties Director of Community Services, CSB Chair and Mental Health Sub-Committee Chair to develop both regional and local strategies to ensure that mental health services can continued to be provided to all Hamilton County residents, and

WHEREAS, the Acting Commissioner of the NYS Office of Mental Health as well as representation from the Regional Field Office of the NYS Office of Mental Health and a representative of the regions state operated Psychiatric Hospital would also participate in this meeting, and

WHEREAS, the Hamilton County CSB would sponsor this meeting in Hamilton County, be it

RESOLVED, that a meeting be held at the Minnowbrook Conference Center in Blue Mt. Lake, NY on the 12th and 13th of September, 2013, for the purpose stated above, and be it further

RESOLVED, that Hamilton County Community Services will host the meeting, at a cost of \$85 per participant for meals and usage of the conference facilities, with the expectation that the total number of participants will be approximately twenty seven individuals, and an additional \$208.00 for overnight lodging for the two participants representing the Hamilton County Community Services Board, with a total amount to not exceed \$2,503.00 to be charged to Mental Health Account No. A4320.407 Outreach.

Seconded by

RESOLUTION NO.

AWARD OF BID FOR LAMINATED DECKING FOR BROWNS BROOK BRIDGE

DATED: SEPTEMBER 5, 2013

BY

WHEREAS, Hamilton County Highway Department heretofore solicited bids for the County's purchase of materials for the Laminated Decking for Browns Brook Bridge pursuant to invitation to bidders and in accordance with Specification No. 11-2013, and

WHEREAS, _____ bid(s) were received in response to the said invitation to bidders, as follows:

1. _____

Lump Sum Bid for Specified Materials Delivered: \$ _____

2. _____

Lump Sum Bid for Specified Materials Delivered: \$ _____

and

WHEREAS, the County Highway Superintendent has reviewed the bid(s) to confirm that bid specifications were met and are satisfactory, and

WHEREAS, the superintendent recommends the award be made to the lowest bidder, be it

RESOLVED, the award of the bid for the Materials for Laminated Decking per the lump sum bid for the said materials delivered of \$ _____ from _____ of _____ and the County Treasurer, Highway Superintendent and Clerk of the Board be so notified.

Seconded by

RESOLUTION NO.

AWARD OF BID FOR BRIDGE AND APPROACH RAIL FOR BROWNS BROOK BRIDGE

DATED: SEPTEMBER 5, 2013

BY

WHEREAS, Hamilton County Highway Department heretofore solicited bids for the County's purchase of materials for the Bridge and Approach Rail for Browns Brook Bridge pursuant to invitation to bidders and in accordance with Specification No. 12-2013, and

WHEREAS, _____ bid(s) were received in response to the said invitation to bidders, as follows:

1. _____

Lump Sum Bid for Specified Materials Delivered: \$ _____

2. _____

Lump Sum Bid for Specified Materials Delivered: \$ _____

3. _____

Lump Sum Bid for Specified Materials Delivered: \$ _____

and

WHEREAS, the County Highway Superintendent has reviewed the bid(s) to confirm that bid specifications were met and are satisfactory, and

WHEREAS, the superintendent recommends the award be made to the lowest bidder, be it

RESOLVED, the award of the bid for the Materials for Bridge and Approach Rail per the lump sum bid for the said materials delivered of \$ _____ from _____ of

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

Seconded by

RESOLUTION NO.

APPROVAL OF AND TRANSFER OF FUNDS FOR 2013 MERIT PAY

DATED: SEPTEMBER 5, 2013

BY

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

WHEREAS, the Internal Management Committee met on August 26, 2013 to review merit evaluations, be it

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

SHERIFF

Donald Beach	September 8, 2013 to September 8, 2014	\$.88
Brian Bledsoe	September 15, 2013 to September 15, 2014	\$1.21
Corey Hutchins	September 12, 2013 to September 12, 2014	\$1.54

TREASURER

Jodie Small	September 4, 2013 to September 4, 2014	\$1.65
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SOCIAL SERVICES

Dyanne Crotty	August 27, 2013 to August 27, 2014	\$1.54
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and be it further

RESOLVED, that the following transfers be made to cover the above 2013 merit pay:

FROM:	A1990.401	Contingent	\$12,957.23
TO:	A3150.109	Correction Officer I	\$1,679.92
	A3150.104	Correction Officer D	\$2,364.56
	A3110.110	Sheriff Deputy C	\$3,215.52
	A1325.104	Senior Account Clerk	\$3,014.55
	A6010.109	Support Collection Specialist	\$2,682.68

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

Seconded by

RESOLUTION NO.

APPROVAL OF AUDITS IN COUNTY HIGHWAY FUNDS

DATED: SEPTEMBER 5, 2013

BY

RESOLVED, that the bills in the Machinery Fund amounting to \$100,911.07 and bills in the County Road Fund amounting to \$269,245.93 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 AND CAPITAL
PROJECT 2012-1 HURRICANE IRENE FLOOD MITIGATION**

DATED: SEPTEMBER 5, 2013

BY

RESOLVED, that the bills audited this day in the County General Fund in the amount of \$202,561.54 by the following committees:

Building Committee	\$25,238.18
Solid Waste Committee	39,068.81
Finance Committee	39,245.75
Health & Human Services Committee.....	61,504.55
Central Government Committee	32,180.93
Publicity, Tourism, Economic Development & Planning Committee.....	4,029.98
Internal Management Committee	1,293.34

and be it further

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

Hurricane Irene Flood Mitigation.....\$29,759.18

are hereby approved.

Seconded by