

AGENDA
SIXTH ANNUAL SESSION
DECEMBER 19, 2014

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

Accepting Minutes of Nov. 12, 2014, Nov. 18, 2014 & Nov. 21, 2014

Public Comment Period

Reports of Standing/Special Committees

Bid Opening – Spec. No. 12-2014 Regular Unleaded Gasoline

ROOST – Presentation

11:00 AM Public Hearing - Proposed Local Laws 1-10 of 2015

Roberta Bly – DSS Commissioner

RESOLUTIONS:

- No. 1 Resolution Accepting Report of Tax Committee
- No. 2 Levying 2015 County and Town Taxes and Assessments, Approving the Competed Tax Rolls, and Directing the Execution and Delivery of the Tax Warrants
- No. 3 Authorizing the Relevy of Unpaid School Taxes and Village of Speculator Taxes on the 2015 Tax Rolls
- No. 4 Setting Rate for Travel Allowance – 2015
- No. 5 Resolution to Designate Official Newspaper for the Year 2015
- No. 6 Authorizing ROOST Contract
- No. 7 Transfer of Funds – Community College
- No. 8 Authorizing Chairman to Sign NYS Division of Homeland Security and Emergency Services Grant – PS14-1001-D00
- No. 9 Election Ballot Programmers Pay – Board of Elections
- No. 10 Election Workers Pay – Board of Elections
- No. 11 Authorizing Part-Time Tax Map Technician – Real Property

- No. 12 Hamilton County Employee Handbook – Section 817 Education Assistance
- No. 13 Authorizing Reimbursement of Tuition Costs – Penny Warrington
- No. 14 Authorizing Contract with Occupational Therapist – Laura Walter
- No. 15 Transfer of Funds – Social Services
- No. 16 Authorizing Transfer of Funds – Machinery Repairs
- No. 17 Authorizing Budget Amendment for Hamilton County Fuel Consolidation Project Phase II
- No. 18 Authorizing Transfer of Funds – Beaver Meadow Bridge
- No. 19 Authorizing Transfer of Funds – Highway Equipment
- No. 20 Award of Bid for Heating Fuel for the Year 2015
- No. 21 Approval of Audits in County Highway Funds
- No. 22 Approval of Audits in the County General Fund and Capital Project 2013-1 Fuel Consolidation Phase II

Adoption of Proposed Local Laws 1-10 of 2015

11:50 AM Congresswoman-elect – Elise Stefanik

CORRESPONDENCE:

Warren County – Res. No. 559 of 2014 Resolution Supporting the Recommendations of the Adirondack Association of Towns and Villages and the Adirondack Park Local Government Review Board to Amend the Adirondack State Land Master Plan

NYS DEC Region 5 Director Robert Stegemann – In Receipt of Res. No. 308-14 Supporting Adirondack Park Local Government Review Board Recommendations to Amend the Adirondack State Land Master Plan

Assemblyman Daniel Stec - In Receipt of Res. No. 308-14 Supporting Adirondack Park Local Government Review Board Recommendations to Amend the Adirondack State Land Master Plan

∞ Venison Dinner ∞

REPORT OF TAX COMMITTEE

Your Tax Committee has examined the several tax rolls of the County of Hamilton and finds that the taxes as set forth therein have been properly and accurately extended and it, therefore, recommends that the amounts as set forth as the taxes in said rolls be levied, assessed and fixed and determined as the taxes due from such persons, corporations and parcels of land set forth in the tax rolls. Your committee has also examined the tax warrants of each of the tax districts, as attached to said tax rolls and finds that the forms of said tax rolls are in accord with the provisions of the Real Property Tax Law, Sections 900 and 904, and that the amounts set forth in said Warrants be examined by the Clerk and Chairman of the Board, the County Seal affixed thereto and said rolls be delivered to the collectors of the several tax districts of the County.

Dated: December 19, 2014

RESOLUTION NO.

RESOLUTION ACCEPTING REPORT OF TAX COMMITTEE

DATED: DECEMBER 19, 2014

BY

RESOLVED, that the Report of Tax Committee dated December 19, 2014 be accepted and that the several recommendations therein contained be adopted as the act and determination of this Board, that the Chairman and the Clerk be authorized to sign and seal said warrants for collections of said taxes on or before the first date of April 2015.

Seconded by

RESOLUTION NO.

**LEVYING 2015 COUNTY AND TOWN TAXES AND ASSESSMENTS, APPROVING
THE COMPLETED TAX ROLLS, AND DIRECTING THE EXECUTION AND
DELIVERY OF THE TAX WARRANTS**

DATED: DECEMBER 19, 2014

BY

WHEREAS, there has been presented to this Board of Supervisors a duly certified copy of the annual budget for each of the nine towns of Hamilton County for the fiscal year commencing January 1, 2015, and

WHEREAS, the Hamilton County Board of Supervisors has duly adopted its annual budget for the fiscal year 2015 on November 21, 2014, which budget provides for appropriation of funds in the total amount of \$18,754,449.00 and for a total tax levy of \$7,587,187.00, therefore, be it

RESOLVED, that pursuant to Town Law §115, the amounts specified in the annual town budgets, as adopted by the respective Town Boards, to be raised by tax or assessment shall be levied, assessed, raised and collected against, from, and upon the real property of the respective towns liable therefore at the time and in the manner provided by law for the levy of county taxes, and be it further

RESOLVED, that pursuant to County Law §360, the amounts specified in the 2015 County budget to be raised by tax, amounting to \$7,587,187.00 be levied, assessed, raised and collected against, from, and upon the real property of the County liable therefore at the time and in the manner provided by law, and be it further

RESOLVED, that the Town and County taxes be extended against each parcel on said rolls, with such taxes as extended being hereby determined to be the taxes due on each such parcel as set forth thereon, and be it further

RESOLVED, that there be annexed to each of said rolls a tax warrant in the form prepared by the Director of Real Property, as provided by Real Property Tax Law §904, that such warrants should be in the respective amounts heretofore authorized to be levied upon said rolls, that under the seal of Hamilton County Board of Supervisors the said rolls with said warrants are to be forthwith collected within and from the several tax districts of the County, and be it further

RESOLVED, that such taxes and assessments, when collected, shall be paid to the Supervisor of the respective town and to the Hamilton County Treasurer in the amounts as shown on the Contents of Collectors Warrants for distribution by them in the manner provided by law.

Seconded by

RESOLUTION NO.

**AUTHORIZING THE RELEVY OF UNPAID SCHOOL TAXES AND VILLAGE OF
SPECULATOR TAXES ON THE 2015 TAX ROLLS**

DATED: DECEMBER 19, 2014

BY

WHEREAS, the School Districts within Hamilton County have transmitted to the Hamilton County Treasurer the amounts of unpaid school taxes duly verified and certified as provided by Real Property Law §§1330, and

WHEREAS, the unpaid school taxes, together with an additional 7% thereon, are subject to re-levy and collection pursuant to Real Property Tax Law §§1330, and

WHEREAS, the Village of Speculator has transmitted to the Hamilton County Treasurer the amounts of unpaid school taxes duly verified and certified as provided by Real Property Law §§1442, and

WHEREAS, the unpaid Village of Speculator taxes, together with an additional 7% thereon, are subject to re-levy and collection pursuant to Real Property Tax Law §§1442, therefore, be it

RESOLVED, that the Hamilton County Board of Supervisors hereby authorizes and directs that the amounts of 2014-2015 School Taxes remaining unpaid as of December 1, 2014 be re-levied upon the 2015 tax roll, and that any payments which are mailed and contain a postmark as of December 1, 2014 shall be deemed to have been actually received by the County Treasurer on said date, and be it further

RESOLVED, that the Hamilton County Board of Supervisors hereby authorizes and directs that the amounts of 2014-2015 Village of Speculator Taxes remaining unpaid as of November 1, 2014 be re-levied upon the 2015 tax roll, and that any payments which are mailed and contain a postmark as of November 1, 2014 shall be deemed to have been actually received by the County Treasurer on said date.

Seconded by

RESOLUTION NO.

SETTING RATE FOR TRAVEL ALLOWANCE – 2015

DATED: DECEMBER 19, 2014

BY

RESOLVED, that Hamilton County will, effective January 1, 2015, compensate auto mileage incurred by employees on behalf of the County at the rate of \$.575 per mile and the County Treasurer be so authorized.

Seconded by

RESOLUTION NO.

RESOLUTION TO DESIGNATE OFFICIAL NEWSPAPER FOR THE YEAR 2015

DATED: DECEMBER 19, 2014

BY

RESOLVED, that pursuant to Section 214 Subdivision 1 of the County Law, the Hamilton County Express be designated as the official Newspaper for the year 2015 for the County of Hamilton for publishing of official publications and notices and that this designation be filed with the Clerk of the Board of Supervisors and notice of the designation be forwarded to the Secretary of State before January 1, 2015.

Seconded by

RESOLUTION NO.

AUTHORIZING ROOST CONTRACT

DATED: DECEMBER 19, 2014

BY

WHEREAS, the Hamilton County Board of Supervisors authorized ROOST to provide the Tourism Promotion services for Hamilton County for 2014, and

WHEREAS, universally by all accounts that contract has been of great benefit to Hamilton County, and

WHEREAS, having a longer term commitment and therefore the ability to better plan would benefit Hamilton County and ROOST, now, therefore, be it

RESOLVED, that the Hamilton County Board of Supervisors hereby authorizes a 3 year contract with ROOST subject to annual appropriation for 2015, 2016, and 2017, and be it also

RESOLVED, that the contract amount for 2015 is hereby set at \$275,000.00 with ROOST, the County Treasurer, and the Tourism Office so authorized.

Seconded by

RESOLUTION NO.

TRANSFER OF FUNDS – COMMUNITY COLLEGE

DATED: DECEMBER 19, 2014

BY

WHEREAS, there is a shortage of funds in Account No. A2490.401 Community College,
be it

RESOLVED, that the County Treasurer is hereby authorized to transfer \$2,000.00 from
Account No. A1990.401 Contingent to Account No. A2490.401 Community College.

Seconded by

RESOLUTION NO.

**AUTHORIZING CHAIRMAN TO SIGN NYS DIVISION OF HOMELAND SECURITY
AND EMERGENCY SERVICES GRANT – PS14-1001-D00**

DATED: DECEMBER 19, 2014

BY

WHEREAS, the Hamilton County Emergency Management Department has been awarded a NYS Division of Homeland Security and Emergency Services (DHSES) Grant, Project PS14-1001-D00 in the amount of \$165,040.00 for the PSAP Center in the Hamilton County Sheriff's Office, and

WHEREAS, funding for said grant will be created in the 2015 budget, therefore, be it

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to sign said DHSES Grant, Project PS14-1001-D00 and the Director of Emergency Management, Sheriff and County Treasurer be so notified.

Seconded by

RESOLUTION NO.

ELECTION BALLOT PROGRAMMERS PAY – BOARD OF ELECTIONS

DATED: DECEMBER 19, 2014

BY

WHEREAS, Hamilton County has previously paid Ballot Programmers out of the temporary help payroll line, and

WHEREAS, the Election Commissioners find it difficult to keep people in these positions due to the unknown amount of time the process might entail each election, and

WHEREAS, a separate Programmers payroll line A1450.108 has been created in the 2015 BOE budget, and

WHEREAS, the Election Commissioners requested payment of \$250.00 per Programmer, per primary/election, therefore, be it

RESOLVED, that the Hamilton County Board of Supervisors does hereby authorize the County Treasurer to pay the Ballot Programmers \$250.00 each per election out of Board of Election's Account No. A1450.108, based on the payroll documentation submitted by the Election Commissioners.

Seconded by

RESOLUTION NO.

ELECTION WORKERS PAY – BOARD OF ELECTIONS

DATED: DECEMBER 19, 2014

BY

WHEREAS, Hamilton County has paid a set amount of \$10.00 per hour (plus mileage) to Election Poll Workers since the introduction of the Dominion Voting System voting machines in 2008, and

WHEREAS, Hamilton County recognizes the hours the poll workers must work (Primary Elections 11:30 AM – 9:30 PM and General Election 5:30 AM – 9:30 PM), and

WHEREAS, the amount of paperwork which has been involved in paying Election Workers by voucher, no longer makes sense, now, therefore, be it

RESOLVED, that the Hamilton County Board of Supervisors does hereby authorize the Election Commissioners to pay the Election Poll Workers \$12.50 per hour via payroll out of Board of Election Account No. A1450.109 Election Workers, and be it also

RESOLVED, that Election Poll Workers will be paid all personal service related items, training etc., via payroll from Account No. A1450.109 Election Workers, and be it further

RESOLVED, that Election Poll Workers will be eligible for mileage reimbursement at the County rate only when they are required to travel outside their town of residence, and be it further

RESOLVED, that the County Treasurer, the Personnel Officer, and the Election Commissioners be so authorized.

Seconded by

RESOLUTION NO.

AUTHORIZING PART-TIME TAX MAP TECHNICIAN – REAL PROPERTY

DATED: DECEMBER 19, 2014

BY

WHEREAS, Gail Doherty, the Senior Tax Map Technician in the Hamilton County Real Property Tax Office, has served notice of her retirement from full-time employment with Hamilton County Real Property Tax Services effective December 31, 2014, and

WHEREAS, Section 503 of the Real Property Tax Law requires that each county shall prepare and maintain in current condition for each town therein a tax map in a form approved by the Commissioner, and the original maps in their required form shall be filed in the Office of the County Director of Real Property Tax Services, and

WHEREAS, Gail Doherty is the sole qualified Tax Map Technician on staff in the Hamilton County Real Property Tax Office, and

WHEREAS, careful consideration is being given to future technical and administrative staffing needs for Real Property Tax Services and other Hamilton County Offices, and

WHEREAS, Gail Doherty is available currently on a part-time basis and her extensive experience and knowledge of the County is of immense value, now, therefore, be it

RESOLVED, that effective January 1, 2015, Gail Doherty is hereby authorized to return to work as a Tax Map Technician for the Hamilton County Real Property Tax Services on a part-time basis for an average of 14 hours per week at the part-time rate of \$25.00 per hour, not to exceed the annual appropriation set forth by the Hamilton County Board of Supervisors and the County Treasurer and Personnel Officer shall be so authorized.

Seconded by

RESOLUTION NO.

**HAMILTON COUNTY EMPLOYEE HANDBOOK – SECTION 817
EDUCATION ASSISTANCE**

DATED: DECEMBER 19, 2014

BY

WHEREAS, the Hamilton County Employee Handbook Section 817 Education Assistance, sets forth case by case determinations with respect to the County reimbursing the cost of education, and

WHEREAS, the Hamilton County Board of Supervisors has received a request related to such reimbursement, and

WHEREAS, based on this request it is the Board's position that further guidance should be added to Section 817, now, therefore, be it

RESOLVED, that the following guidelines are hereby added to Section 817:

1. For education which is a requirement of the employee's current job title, up to 100% of the cost can be considered plus such education can be authorized to be done as part of the employee's normal work day.
2. For education related to the employee's current job title, and necessary for promotion into another existing position within the Department, where the Department Head identifies a need for succession planning, the County will reimburse up to 100% of the cost, but the employee will be required to complete such educational training, on their own time.
3. For education which is related, but not necessary for the employee's current job title or any logical promotion, the Board will consider such reimbursement only on a 50% basis, and such education must be completed on the employees own time.

and be it also

RESOLVED, that the Personnel Officer be so notified.

Seconded by

RESOLUTION NO.

AUTHORIZING REIMBURSEMENT OF TUITION COSTS – PENNY WARRINGTON

DATED: DECEMBER 19, 2014

BY

WHEREAS, the Hamilton County Board of Supervisors has received a request from the Director of Public Health to reimburse tuition costs for Penny Warrington, and

WHEREAS, the Director of Public Health and the Health Committee have agreed that it is necessary for Penny Warrington to get this additional education, and

WHEREAS, this request for reimbursement complies with Section 817 of the Employee Handbook, and fits into category 2 of the Board's determined guidelines, and

WHEREAS, said education was completed on the employee's own time, now, therefore, be it

RESOLVED, that the County Treasurer is hereby authorized to reimburse Penny Warrington \$1,920.00, upon receipt of a signed voucher which includes documentation of the expenses as well as copies of the agreement to repay such reimbursement should Ms. Warrington fail to complete 12 months of employment, as set forth in Section 817 of the Employee Handbook, being filed with the Public Health Director and the Personnel Officer.

Seconded by

RESOLUTION NO.

**AUTHORIZING CONTRACT WITH OCCUPATIONAL THERAPIST – LAURA
WALTER**

DATED: DECEMBER 19, 2014

BY

WHEREAS, the Hamilton County Public Health Nursing Service contracts with individual providers of occupational therapy for Certified Home Health Agency services, and

WHEREAS, Laura Walter of 9 Fairview Avenue, North Creek, New York 12853 is a duly licensed Occupational Therapist by the NYS Department of Education, Office of Professions and wishes to contract with the Nursing Service, and

WHEREAS, the term of this contract shall be from January 1, 2015 through December 31, 2015 and compensated at a rate of \$85.00 per visit plus mileage at the current county rate, be it

RESOLVED, that the Chairman of the Board of Supervisors is authorized to enter into a contract with Laura Walter, OTR to provide occupational therapy to the residents of Hamilton County, for the period January 1, 2015 through December 31, 2015 at a rate of \$85.00 per visit plus mileage upon approval of the County Attorney and the County Treasurer be so notified.

Seconded by

RESOLUTION NO.

TRANSFER OF FUNDS - SOCIAL SERVICES

DATED: DECEMBER 19, 2014

BY

WHEREAS, funds have been exhausted in the Hamilton County Department of Social Services Account No. A6109.401, Family Assistance, therefore, be it

RESOLVED, that the following transfer be made:

FROM:	A6140.401 Safety Net	\$5,000
TO:	A6109.401 Family Assistance	\$5,000

and the County Treasurer be so authorized.

Seconded by

RESOLUTION NO.

AUTHORIZING TRANSFER OF FUNDS – MACHINERY REPAIRS

DATED: DECEMBER 19, 2014

BY

WHEREAS, Account No. DM5130.4010 Machinery Repairs for 2014 has been over expended in the amount of \$20,454.82 to date because of some major repairs of both Highway equipment and Solid Waste equipment, be it

RESOLVED, the following transfer be made:

From: Account No. D5142.1010 Personal Services	\$25,000.00
To: Account No. DM 5130.4010 Machinery Repairs	\$25,000.00

and the County Treasurer be so authorized to make the said transfer and the County Highway Superintendent and Clerk of the Board be so notified.

Seconded by

RESOLUTION NO.

**AUTHORIZING BUDGET AMENDMENT FOR HAMILTON COUNTY FUEL
CONSOLIDATION PROJECT PHASE II**

DATED: DECEMBER 19, 2014

BY

WHEREAS, Resolution No. 293-13 authorized Phase II of the Hamilton County Fuel Consolidation Project and established an estimated budget of \$600,000.00 to fund the said project, and

WHEREAS, Resolution No.167-14 awards the bid for construction of the said Phase II Project including a generator for the Long Lake Highway facility in the amount of \$683,887.00, and

WHEREAS, Phase II is very near completion and currently the total estimated cost with engineering and construction is \$790,000.00, be it

RESOLVED, that \$190,000.00 be transferred from the Unappropriated General Fund Balance in accordance with Section 366 Subdivision 1 of the County Law to Account No. H5989.201 Fuel Consolidation Project Phase II and the County Treasurer be so authorized.

Seconded by

RESOLUTION NO.

AUTHORIZING TRANSFER OF FUNDS – BEAVER MEADOW BRIDGE

DATED: DECEMBER 19, 2014

BY

WHEREAS, Account No. D5120.2003 Beaver Meadow Brook Bridge Project is completed and has been over expended in the amount of \$7,420.00, be it

RESOLVED, the following transfer be made:

From: Account No. D5112.202 Capital Projects	\$7,420.00
To: Account No. D5120.2003 Beaver Meadow Bridge	\$7,420.00

be it further

RESOLVED, that Account D5120.2003 Beaver Meadow Bridge Project be closed and the County Treasurer be so authorized to make the said transfer and the County Highway Superintendent and Clerk of the Board be so notified.

Seconded by

RESOLUTION NO.

AUTHORIZING TRANSFER OF FUNDS – HIGHWAY EQUIPMENT

DATED: DECEMBER 19, 2014

BY

WHEREAS, Resolution No. 249-14 authorized the Highway Superintendent to purchase a Tandem Axle Dump Truck with Plow Equipment, and

WHEREAS, Account No. DM5130.201 Equipment is \$7,986.93 short of the amount needed for the said purchase, be it

RESOLVED, the following transfer be made:

From: Account No. DM5130.1010 Personal Services	\$7,986.93
To: Account No. DM 5130.2010 Equipment	\$7,986.93

and the County Treasurer be so authorized to make the said transfer and the County Highway Superintendent and Clerk of the Board be so notified.

Seconded by

RESOLUTION NO.

AWARD OF BID FOR HEATING FUEL FOR THE YEAR 2015

DATED: DECEMBER 19, 2014

BY

WHEREAS, Hamilton County Building Department heretofore solicited bids for the County's purchase of Heating Fuel Oil and Kerosene for all owned County Buildings and Facilities pursuant to invitation to bidders and in accordance with Specification No. 11-2014, and

WHEREAS, one (1) bid was received in response to the said invitation to bidders, as follows:

1. G.A. Bove & Sons
1537 State Hwy 30
Wells, NY 12190

Bid:

Fluctuating price of \$0.25 per gallon over Journal of Commerce (JOC) per Port of Albany, NY

and

WHEREAS, the County Building Superintendent recommends the award be made to G.A. Bove & Sons for the Fluctuating Bid of \$0.25 above daily RAC price at the Port of Albany, NY, be it

RESOLVED, that award be made as follows:

G.A. Bove & Sons
1537 State Hwy 30
Wells, NY 12190

and be it further

RESOLVED, the Chairman of the Board of Supervisors is hereby authorized to enter into a purchase agreement with G.A. Bove & Sons for the fiscal year 2015 for heating fuel with the approval of the County Attorney and the County Treasurer, Building Superintendent and Clerk of the Board be so notified.

Seconded by

RESOLUTION NO.

APPROVAL OF AUDITS IN COUNTY HIGHWAY FUNDS

DATED: DECEMBER 19, 2014

BY

RESOLVED, that the bills in the Machinery Fund amounting to \$57,197.75 and bills in the County Road Fund amounting to \$76,463.39 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 2013-1 FUEL CONSOLIDATION PHASE II**

DATED: DECEMBER 19, 2014

BY

RESOLVED, that the bills audited this day in the County General Fund in the amount of \$80,586.85 by the following committees:

Building Committee	\$6,045.02
Public Works (Solid Waste) Committee	6,677.41
Finance Committee	5,221.38
Health Committee.....	8,626.20
Human Services Committee.....	33,117.96
Central Government Committee	11,391.38
Emergency Prep./Emergency Response.....	8,489.17
Publicity, Tourism, Economic Development & Planning Committee.....	-0-
Internal Management Committee	1,018.33

be it further

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

Fuel Consolidation Phase II.....	\$185,574.68
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are hereby approved.

Seconded by