

AGENDA
SIXTH ANNUAL SESSION
DECEMBER 1, 2022

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

 Accepting Minutes of October 31, 2022 and November 3, 2022

 Public Comment Period

 Hamilton County Attorney: Charles R. Getty, Jr.

 Reports of Standing/Special Committees

RESOLUTIONS:

Finance Committee:

- No. 1 Calendar Schedule of Regular Sessions for the Year 2023
- No. 2 Approval to Fund and Pay Invoices Received Utilizing the ARP Act Funds for the New Financial Software being Implemented in the Treasurers, Personnel and Clerk of the Board's Office
- No. 3 Resolution Opposing Proposed Early Closing Dates for NYS Region 5 Hamilton County Campgrounds

Internal Management Committee:

- No. 4 Authorization to Renew County Health Insurance Benefits for 2023

Emergency Preparedness/Emergency Response Committee:

- No. 5 Appointment of EMS Coordinator
- No. 6 Reduction of Employee Vacation Time Buyback

Human Services Committee:

- No. 7 Appointment of Director of Community Services

Health Committee:

- No. 8 Authorizing Promotion of Renee Rajca to Interim Director of Patient Services
- No. 9 Medicaid and Medicare Cost Reports
- No. 10 Authorizing Chairman to Sign Agreement for Provider Services with Adirondack Health Institute on behalf of Public Health Nursing Service
- No. 11 Authorizing Contract with Glens Falls Animal Hospital for Rabies Specimen Preparation and Submission for Public Health Nursing Service
- No. 12 Contract with Laura Davis, Pharmaceutical Consultant for the Year 2023
- No. 13 Authorizing Chairman to Sign Contract for Preschool Service Provision with Providers

Public Works Committee:

- No. 14 Authorizing Change Order #1 and Final Payment to Tioga Construction Co., Inc. for Fayle Road Bridge Project

Finance Committee:

- No. 15 Approval of Audits in County Highway Funds
- No. 16 Approval of Audits in the County General Fund

LUNCH
Courtesy of Betsy

RESOLUTION NO.

CALENDAR SCHEDULE OF REGULAR SESSIONS FOR THE YEAR 2023

DATED: DECEMBER 1, 2022

BY

RESOLVED, that the attached calendar as submitted by the Chairman of the Hamilton County Board of Supervisors be set up through November 2, 2023 with dates for the Annual Session determined at a later date, and be it further

RESOLVED, that Committee meetings shall be held on the Tuesday, ten days prior to the regular Board meeting.

Seconded by

HAMILTON COUNTY BOARD OF SUPERVISORS
COURTHOUSE
Lake Pleasant, New York 12108

2023 Annual Meeting Calendar presented December 1, 2022
All meetings will start at 10:30 A.M. except when otherwise stated.

	MEETING DATE	CUT OFF DATE SUBMISSION OF BILLS
Organization Meeting 2PM	January 5, 2023	December 29, 2022
February Meeting	February 2	January 24, 2023
March Meeting	March 2	February 21
April Meeting	April 6	March 28
May Meeting	May 4	April 25
June Meeting	June 1	May 23
July Meeting	July 6	June 27
August Meeting	August 3	July 25
September Meeting	September 7	August 29
October Meeting	October 5	September 26
November Meeting	November 2	October 24

Committee meetings shall be held on the Tuesday, ten days prior to the regular Board meeting.

RESOLUTION NO.

APPROVAL TO FUND AND PAY INVOICES RECEIVED UTILIZING THE ARP ACT FUNDS FOR THE NEW FINANCIAL SOFTWARE BEING IMPLEMENTED IN THE TREASURERS, PERSONNEL AND CLERK OF THE BOARD'S OFFICE

DATED: DECEMBER 1, 2022

BY

WHEREAS, three invoices have been received from Tyler Technologies for the new financial/personnel software being implemented for month of October, and

WHEREAS, per Resolution No. 288-21 dated November 10, 2021 the Board created the ARP Act accounts to cover the expenses of this implementation, be it

RESOLVED, the County Treasurer is hereby authorized to fund Account No. A1325.0412 – ARP Act Financial Software in the amount of \$3,705.00 to be offset by funding Revenue Account No. A4089.0200 – American Rescue Plan Act (ARPA) in the amount of \$3,705.00, and be it further

RESOLVED, that the County Treasurer is hereby authorized to pay Tyler Technologies for Invoice No. 025-399586 in the amount of \$780.00, Invoice No. 025-400062 in the amount of \$1,755.00.00 and Invoice No. 025-400646 in the amount of \$1,170.00 from Account No. A1325.0412 ARP Act, Financial Software.

Seconded by

RESOLUTION NO.

**RESOLUTION OPPOSING PROPOSED EARLY CLOSING DATES FOR NYS REGION
5 HAMILTON COUNTY CAMPGROUNDS**

DATED: DECEMBER 1, 2022

BY

WHEREAS, the release of NYS Department of Environmental Conservation's 2023 Campground schedule has listed closing dates for NYS Region 5 that will have a negative impact on Hamilton County, and

WHEREAS, the proposed closing date of September 4, 2023 for Hamilton County Campgrounds will impact the affected Town's fall economic economy; from event attendance, loss of jobs at campgrounds and ancillary businesses plus locations for temporary lodging in a negative manner, and

WHEREAS, the proposed closure dates will shorten affected Hamilton County Towns tourist season by 4 to 5 weeks, and

WHEREAS, the Hamilton County Board of Supervisors vehemently opposes the NYS Department of Conservation's 2023 proposed schedule of operations for all Hamilton County NYS campgrounds, therefore, be it

RESOLVED, the Hamilton County Board of Supervisors is willing to meet and offer cooperation with NYS Department of Conservation to work on alternatives to this schedule that currently affects Hamilton County in a negative manner.

Seconded by

RESOLUTION NO.

**AUTHORIZATION TO RENEW COUNTY HEALTH INSURANCE BENEFITS FOR
2023**

DATED: DECEMBER 1, 2022

BY

WHEREAS, a review of the current health insurance rates received for the year 2023 indicated a 11% increase in premium for Excellus BlueCross BlueShield Signature PPO and Excellus BlueCross Blue Shield Hybrid PPO, and a 5.3% increase in premium for Aetna Medicare PPO, and

WHEREAS, a review of the current dental insurance rates received for 2023 indicated a 6% increase in premium for The Standard dental insurance, and

WHEREAS, the Personnel Officer has reviewed the insurance proposals offered by Burnham Benefit Advisors and suggests the County renew its current health insurance benefits offered under Excellus BlueCross BlueShield and Aetna and renew its current dental insurance benefits offered under The Standard, and

WHEREAS, the Board of Supervisors have authorized that the employee contribution to cost for health insurance remain flat for 2023 (employees will pay contribution they are paying for 2022), and

WHEREAS, it has been further determined that the County will offer a Cash Buyout or a Flexible Spending Account Buyout with a benefit card, for employees not enrolling with the County health insurance program and the buyout options will match the Annual Affordable Care Act (ACA) maximum limit (\$3,050 for 2023), and

WHEREAS, it has been further determined that the County Flexible Spending contribution match should be increased from the current \$700 amount to a rate equal to the annual health insurance policy premium percentage increase (11% equals \$777 for 2023) for those eligible employees electing to take the Excellus PPO plans, be it

RESOLVED, Hamilton County will again offer eligible employees the Excellus BlueCross BlueShield Signature PPO Plan and the Excellus BlueCross Blue Shield Signature Hybrid PPO Plan, and be it further

RESOLVED, Hamilton County will continue to pay 90% or 80% towards the premium cost for either Excellus plan, be it further

RESOLVED, that employee contribution to cost for health insurance remain flat for 2023, and be it further

RESOLVED, that Hamilton County will again offer the Aetna Medicare PPO to retirees, and be it further

RESOLVED, that Hamilton County will again offer The Standard Dental Insurance to eligible employees. and be it further

RESOLVED, that the County will offer a Cash Buyout or a Flexible Spending Account Buyout with a benefit card, for the employees not enrolling with the County health insurance program (\$3,050 for 2023), and be it further

RESOLVED, that the County Flexible Spending contribution match (\$777 for 2023) will be offered to eligible employees electing to take the Excellus PPO plans, and be it further

RESOLVED, that the Board of Supervisors authorizes the Hamilton County Personnel Officer to start meeting immediately with employees and to send out Retiree Aetna Medicare PPO information, effective for January 1, 2023, and be it further

RESOLVED, that the Personnel Officer is hereby authorized to disseminate this information as appropriate and the Chairman of the Board of Supervisors be authorized to enter into agreement with Excellus BlueCross BlueShield for employee health insurance coverage for the year 2023 and the County Treasurer be so authorized and Personnel Officer be notified.

Seconded by

RESOLUTION NO.

APPOINTMENT OF EMS COORDINATOR

DATED: DECEMBER 1, 2022

BY

WHEREAS, Avis Warner has retired from her full time position in Public Health, under which she carried out the duties of the EMS Coordinator Position, and

WHEREAS, the Board now needs to fill said position independently of the Public Health position, and

WHEREAS, Avis Warner has agreed to temporarily accept appointment as EMS Coordinator while the Board make more permanent plans and decisions, now, therefore, be it

RESOLVED, that Avis Warner is hereby appointed EMS Coordinator effective immediately and for a term ending December 31, 2022 at an hourly base rate of \$24.634 from Account No. A3640.0102, not to exceed the Appropriation, and be it further

RESOLVED, that EMS Coordinator is hereby established as Account No. A3640.0102, and funded by transferring \$1,000 from A1990.0401 Contingent, and the County Treasurer and Personnel Officer be so advised.

Seconded by

RESOLUTION NO.

REDUCTION OF EMPLOYEE VACATION TIME BUYBACK

DATED: DECEMBER 1, 2022

BY

WHEREAS, numerous employees have an excess of vacation time due to the challenges of work and scheduling, and

WHEREAS, the Board and the Dept. Heads would like to see the vacation time levels returned to a more manageable total, and

WHEREAS, the following employees would like to sell back some of their vacation time as listed below:

Sean O'Brien, 80 hours at \$28.992 hourly rate = \$2,319.36
Carrie O'Neill, 40 hours at \$29.230 hourly rate = \$1,169.20
James Luck, 100 hours at \$24.288 hourly rate = \$2,428.80

therefore, be it

RESOLVED, that the County Treasurer is hereby authorized to transfer the following funds:

FROM:	A3110.0105 – Deputy Sheriff “D”	\$5,917.36
TO:	A3110.0104 – Deputy Sheriff “E”	\$2,319.36
	A3110.0107 – Confidential Secretary	\$1,169.20
	A3150.0106 – Corrections Officer “F”	\$2,428.80

and be it further

RESOLVED, that the County Treasurer is hereby authorized to pay Sean O'Brien a lump sum of \$2,319.36; Carrie O'Neill a lump sum of \$1,169.20; and James Luck \$2,428.80, to be paid in payroll ending December 10, 2022, and the Personnel Officer be notified.

Seconded by

RESOLUTION NO.

APPOINTMENT OF DIRECTOR OF COMMUNITY SERVICES

DATED: DECEMBER 1, 2022

BY

WHEREAS, the Hamilton County Community Services Board has completed interviews of qualified candidates for the currently vacant Hamilton County Director of Community Services Director position, and

WHEREAS, the Community Services Board has determined that Lynette M. Greene, currently the DCS of Livingston County, is the best fit for the position, be it

RESOLVED, the Hamilton County Board of Supervisors will appoint Lynette M. Green as Hamilton County's Director of Community Services pending approval by the Department of Mental Hygiene's Inter-Office Coordinating Council with an annual salary of \$110,000.00 and a start date of January 9, 2023.

Seconded by

RESOLUTION NO.

**AUTHORIZING PROMOTION OF RENEE RAJCA TO INTERIM DIRECTOR OF
PATIENT SERVICES**

DATED: DECEMBER 1, 2022

BY

WHEREAS, Carriann Grexa-Allen, the Director of Patient Services, will be retiring on January 6, 2023, and

WHEREAS, this position has continued to be advertised by our Personnel Director as a vacancy as Carriann Grexa-Allen has been working under a Section 211 Waiver, and

WHEREAS, there have been no applicants, and

WHEREAS, Renee Rajca of Lake Pleasant, NY is a registered nurse and has worked for Hamilton County for over one year, and

WHEREAS, during this time Renee has demonstrated excellent nursing and leadership abilities in her job, and

WHEREAS, the Director of Public Health is recommending Renee Rajca be appointed to interim Director of Patient Services, and

WHEREAS, New York State Department of Health has authorized Mrs. Rajca to move into the interim Director of Patient Services position, and

WHEREAS, Renee will graduate with her Master's Degree in Nursing in March of 2023, at which point she will be qualified to be the Director of Patient Services, be it

RESOLVED, that the Director of Public Health is authorized to appoint Renee Rajca, RN to interim Director of Patient Services effective January 7, 2023 at a salary of \$80,000, and be it further

RESOLVED, that after graduation with her Master's Degree, Renee will be appointed Director of Patient Services, and the Personnel Office be so notified and the County Treasurer be so authorized.

Seconded by

RESOLUTION NO.

MEDICAID AND MEDICARE COST REPORTS

DATED: DECEMBER 1, 2022

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

and

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 2022.

Seconded by

RESOLUTION NO.

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

DATED: DECEMBER 1, 2022

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 2023 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, 2023 through December 31, 2023 upon approval of the County Attorney and the County Treasurer be so notified.

Seconded by

RESOLUTION NO.

**AUTHORIZING CONTRACT WITH GLENS FALLS ANIMAL HOSPITAL FOR
RABIES SPECIMEN PREPARATION AND SUBMISSION FOR PUBLIC HEALTH
NURSING SERVICE**

DATED: DECEMBER 1, 2022

BY

WHEREAS, the Hamilton County Public Health Nursing Service is required under New York State Public Health Law (PHL) and 10 NYCRR 40-2.100 and 2.101 to designate and maintain a system for communicable disease control, including rabies, and

WHEREAS, PHL sections 2140 through 2145 gives primary responsibility for control and suppression of rabies to local health departments, and

WHEREAS, that responsibility includes provision of specimen preparation by a qualified veterinarian; provision of quarantine for un-vaccinated suspect rabid animals; as well as euthanasia and cremation as appropriate following PHL, and

WHEREAS, the Glens Falls Animal Hospital, 66 Glenwood Avenue, Queensbury, NY 12804, is willing to provide said services for the County of Hamilton following NYS DOH guidance and directives, and

WHEREAS, HCPHNS is supported by annual NYSDOH grant funding and NYS aid to fund these activities, and

WHEREAS, Glens Falls Animal Hospital has agreed to collect fees for cremation, quarantine and/or subsequent required rabies vaccinations from animal owners as feasible per NYS Law, be it

RESOLVED, that the Chairman of the Board of Supervisors is authorized to enter into an agreement with the Glens Falls Animal Hospital for provision of services as outlined above upon, for the period January 1, 2023 through December 31, 2023, 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 2023**

DATED: DECEMBER 1, 2022

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, 2023 through December 31, 2023 and the County Treasurer be so notified.

Seconded by

RESOLUTION NO.

**AUTHORIZING CHAIRMAN TO SIGN CONTRACT FOR PRESCHOOL
SERVICE PROVISION WITH PROVIDERS**

DATED: DECEMBER 1, 2022

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, the following organizations are approved providers of special education and related services through the New York State Department of Education:

Lexington Center, 127 E. State St., Gloversville, NY 12078

Whispering Pines Preschool, 2841 Thousand Acre Rd., Delanson, NY 12053

Community Health Center of St. Mary's and Nathan Littauer Hospital, 2-8 West Main St, Johnstown, NY 12095

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 contracts with these providers to provide the aforesaid services for the period of January 1, 2023 through December 31, 2023 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.

**AUTHORIZING CHANGE ORDER #1 AND FINAL PAYMENT TO TIOGA
CONSTRUCTION CO., INC. FOR FAYLE ROAD BRIDGE PROJECT**

DATED: DECEMBER 1, 2022

BY

WHEREAS, the Fayle Road Bridge Project is complete, and

WHEREAS, the original contract amount for construction awarded was \$1,160,000.00,
and

WHEREAS, the final amount of the construction cost is \$1,173,837.96, and

WHEREAS, to date Tioga Construction Co., Inc., has been paid \$981,549.50, and

WHEREAS, there is one Change Order that needed to be completed that included guide
rail change on the northwest corner of the approach rail and stone adjustment for a total of
\$13,837.96 and was approved by the engineer, and

WHEREAS, the final amount to be paid to Tioga Construction Co., Inc. is \$192,288.46
bring the total for construction to \$1,173,837.96, be it

RESOLVED, that the County Board of Supervisors authorizes Change Order #1 and the
County Treasurer is hereby authorized to make a check payable to Tioga Construction Co, Inc.,
333 Gros Boulevard, Herkimer, NY 13350 in the amount of \$192,288.46 for the final payment for
the Fayle Road Bridge Project, and the funds be taken out of Account H7.8760.401 Halloween
Storm 2019 and the Highway Superintendent and Clerk of the Board be so notified.

Seconded by

RESOLUTION NO.

APPROVAL OF AUDITS IN COUNTY HIGHWAY FUNDS

DATED: DECEMBER 1, 2022

BY

RESOLVED, that the bills in the Machinery Fund amounting to \$99,650.73 and bills in the County Road Fund amounting to \$62,309.92 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: DECEMBER 1, 2022

BY

RESOLVED, that the bills audited this day in the County General Fund in the amount of \$198,259.63 by the following committees:

Public Works (Buildings) Committee.....	\$41,886.34
Public Works (Solid Waste) Committee	34,383.43
Finance Committee	12,930.04
Health Committee.....	10,237.27
Human Services Committee.....	16,226.23
Central Government Committee	24,626.75
Emergency Prep./Emergency Response.....	52,781.29
Publicity, Tourism, Economic Development & Planning Committee.....	1,735.59
Internal Management Committee	3,452.69

are hereby approved.

Seconded by