

AGENDA CONTINUED

MAY 1, 2014

RESOLUTIONS:

- No. 22 Authorizing Chairman to Sign Contract with Haroff Auction & Realty, Inc. for Property Auction
- No. 23 Contract for Indirect Cost Reimbursement Plan 2013-2014
- No. 24 Approval of Public Health Nursing Service/Home Health Agency 2013 Agency Performance Report
- No. 25 Authorizing Provider Agreement between POMCO Group Insurance and Hamilton County Public Health Nursing Service for Provision of Certified Home Health Agency Services
- No. 26 Authorizing Chairman to Sign Community Services Contract Agreement between Warren County Office for the Aging and Hamilton County Public Health Nursing Service
- No. 27 Authorizing Chairman to Sign EISEP Contract Agreement between Warren County Office for the Aging and Hamilton County Department of Social Services
- No. 28 Approval to Pay WIA Program Invoice
- No. 29 Undertaking for the Benefit of the New York State Department of Transportation – In Connection with Work Affecting State Highways
- No. 30 Authorizing Use of the Hamilton County Credit Card to Fund and Automatically Replenish E-ZPass Transactions
- No. 31 Authorizing Payment to Department of Labor for Boiler Inspections
- No. 32 Authorizing Deposition of Excess Vehicles/Equipment
- No. 33 Resolution Authorizing Chairman William G. Farber to Enter into an Agreement with Laberge Group to Prepare a Consolidated Funding Application Submission and Upon Award of Grant Funding Deliver Implementation Services as Necessary to Support the County Shared Service Consolidation Strategy
- No. 34 Approval of and Transfer of Funds for 2014 Merit Pay
- No. 35 Approval of Audits in County Highway Funds
- No. 36 Approval of Audits in the County General Fund and Capital Project 2013-1 Fuel Consolidation Phase II

Other Reports

Adjourn

RESOLUTION NO.

**AUTHORIZING CHAIRMAN TO SIGN CONTRACT WITH HAROFF AUCTION &
REALTY, INC. FOR PROPERTY AUCTION**

DATED: MAY 1, 2014

BY

WHEREAS, the County of Hamilton had success in a property tax auction in 2013 with Haroff Auction & Realty, Inc., and

WHEREAS, Hamilton County now has two properties in the County's name and is responsible for the school taxes on these parcels, be it

RESOLVED, that the County of Hamilton contract with Haroff Auction & Realty, Inc. to hold a property auction on our behalf to be held in conjunction with Fulton County's tax property auction of June 18, 2014 to be held in Johnstown, NY, and be it further

RESOLVED, that the Chairman of the Board is so authorized to sign a contract with Haroff Auction & Realty, Inc. for the above purpose.

Seconded by

RESOLUTION NO.

CONTRACT FOR INDIRECT COST REIMBURSEMENT PLAN 2013-2014

DATED: MAY 1, 2014

BY

WHEREAS, Thomas J. Faughnan has prepared indirect cost allocation plans for the County of Hamilton for the years 1988 through 1995 as well as 1997 through 2012, and

WHEREAS, Thomas J. Faughnan has made a proposal to implement the indirect cost allocation program for the fiscal years 2013 and 2014 on the same terms and conditions, for Four Thousand Nine Hundred Dollars (\$4,900.00) for 2013 and Four Thousand Nine Hundred Dollars (\$4,900.00) for 2014, and

WHEREAS, the County Treasurer recommends the County contract with Thomas J. Faughnan for the professional service,

NOW, THEREFORE, BE IT

RESOLVED, that the County of Hamilton contract with Thomas J. Faughnan to prepare the 2013 and the 2014 indirect cost allocation program for the County of Hamilton for the fiscal years 2013 and 2014 on the same terms and conditions as the proceeding years. The County shall pay and Thomas J. Faughnan agrees to accept the sum of Four Thousand Nine Hundred Dollars (\$4,900.00) for the preparation of the program for the year 2013 and Four Thousand Nine Hundred Dollars (\$4,900.00) for the year 2014, and be it further

RESOLVED, that the Chairman be authorized to sign the necessary contract on behalf of the County.

Seconded by

RESOLUTION NO.

**APPROVAL OF PUBLIC HEALTH NURSING SERVICE/HOME HEALTH AGENCY
2013 AGENCY PERFORMANCE REPORT**

DATED: MAY 1, 2014

BY

WHEREAS, the Professional Advisory Committee of the Hamilton County Public Health Nursing Service/Home Health Agency accepted the 2013 Agency Performance Report at the April 10, 2014 quarterly meeting, and

WHEREAS, the 2013 Agency Performance Report was presented to the Health Committee of the Board of Supervisors on May 1, 2014, be it

RESOLVED, that the above mentioned 2013 Agency Performance Report be approved as presented by the Hamilton County Public Health Nursing Service to the Health Committee of the Hamilton County Board of Supervisors.

Seconded by

RESOLUTION NO.

**AUTHORIZING PROVIDER AGREEMENT BETWEEN POMCO GROUP
INSURANCE AND HAMILTON COUNTY PUBLIC HEALTH NURSING SERVICE
FOR PROVISION OF CERTIFIED HOME HEALTH AGENCY SERVICES**

DATED: MAY 1, 2014

BY

WHEREAS, POMCO Group Insurance has requested a Provider Agreement with the Hamilton County Public Health Nursing Service for the provision of Certified Home Health Agency Services for their participants, and

WHEREAS, the Hamilton County Public Health Nursing Service and POMCO Group have agreed to the following fee schedule as set forth in Exhibit A of the Provider Agreement:

Skilled Nursing Visit	\$170.00
Physical Therapy Visit	\$145.00
Occupational Therapy Visit	\$145.00
Speech Therapy Visit	\$145.00
Medical Social Worker Visit	\$145.00
Dietician Visit	\$130.00
Home Health Aide Hourly Rate	\$70.00

be it

RESOLVED, that the Chairman of the Board of Supervisors is authorized to enter into a Provider Agreement with POMCO Group, for the term commencing May 1, 2014 upon approval of the County Attorney.

Seconded by

RESOLUTION NO.

**AUTHORIZING CHAIRMAN TO SIGN COMMUNITY SERVICES CONTRACT
AGREEMENT BETWEEN WARREN COUNTY OFFICE FOR THE AGING AND
HAMILTON COUNTY PUBLIC HEALTH NURSING SERVICE**

DATED: MAY 1, 2014

BY

WHEREAS, the Hamilton County Public Health Nursing Service maintains an agreement between Warren/Hamilton Office for the Aging, and

WHEREAS, Hamilton County Public Health Nursing Service provides services for Hamilton County residents under a Community Services Contract code A.6780 10 470, and

WHEREAS, this contract has been submitted for renewal for the period April 1, 2014 – March 31, 2015 in the full amount of \$2,500.00, be it

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to sign the agreement between the Public Health Nursing Service and Warren/Hamilton Office for the Aging, upon approval of the County Attorney, on behalf of the Hamilton County Public Health Nursing Service.

Seconded by

RESOLUTION NO.

**AUTHORIZING CHAIRMAN TO SIGN EISEP CONTRACT AGREEMENT BETWEEN
WARREN COUNTY OFFICE FOR THE AGING AND HAMILTON COUNTY
DEPARTMENT OF SOCIAL SERVICES**

DATED: MAY 1, 2014

BY

WHEREAS, the Hamilton County Department of Social Services maintains an agreement between Warren/Hamilton Office for the Aging, and

WHEREAS, Hamilton County Department of Social Services is to provide services for Hamilton County residents under an EISEP Contract code A.6789 10 470, and

WHEREAS, this contract has been submitted for renewal for the period April 1, 2014 – March 31, 2015 in an amount not to exceed \$25,000.00, be it

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to sign the agreement between the Department of Social Services and Warren/Hamilton Office for the Aging, upon approval of the County Attorney, on behalf of the Hamilton County Department of Social Services.

Seconded by

RESOLUTION NO.

APPROVAL TO PAY WIA PROGRAM INVOICE

DATED: MAY 1, 2014

BY

WHEREAS, the Hamilton County WIA Program, managed by the Hamilton County Department of Social Services, is purchasing gas only gift cards for WIA clients that are either currently participating in job training or job searches, and

WHEREAS, the WIA program currently has two clients in job training but the Department of Social Services did not receive the invoice until after the cutoff for bills for the regular audit to be paid on May 1, 2014, therefore, be it

RESOLVED, that the County Treasurer by authorized to pay the following vendor the amount of \$800.00 (Eight Hundred Dollars) for the gas cards from WIA Account No. A6290.405 WIA Tuition and Education Assistance:

Stewart's Shops Corp.
P.O. Box 435
Saratoga Springs, NY 12866

Seconded by

RESOLUTION NO.

**UNDERTAKING FOR THE BENEFIT OF THE NEW YORK STATE DEPARTMENT
OF TRANSPORTATION - IN CONNECTION WITH WORK AFFECTING STATE
HIGHWAYS**

DATED: MAY 1, 2014

BY

WHEREAS, Hamilton County from time to time receives permits from the New York State Department of Transportation (NYSDOT) and otherwise conducts activities and operations upon highways and/or within right-of-way controlled by the State of New York for such purposes as the obstruction, installation, construction, maintenance and/or operation of facilities, and

WHEREAS, Permittee's access and operation upon state right-of-way is conditioned upon compliance with Highway Law Sections 52, 103, 203 and /or 234, including the conditions that Permittee assume all responsibility for (a) the temporary control of all modes of traffic (including motorized and non-motorized travel) affected by Permittee's operations, (b) complete restoration of state facilities to their condition prior to permitted use or activity, and (c) all claims, damages, losses and expenses,

NOW, THEREFORE, in relation to all operations and/or actions undertaken within state right-of-way, Permittee hereby agrees to the following terms and conditions:

1. **Permit Applications.** Excepting only activities undertaken to protect public safety because of emergency conditions or incidents, Permittee shall provide timely written notice to NYSDOT of operations or activities affecting state right-of-way. Under normal circumstances, a minimum of five business days notice shall be provided. Notification of emergency activities shall be provided to NYSDOT as soon as practicable after the activity. The Permittee shall apply for project-specific permits for activities not allowed under any existing annual permit. Such application shall identify proposed project locations, desired dates/hours, proposed work/activities, traffic control, and site restoration.
2. **Applicable Rules, Regulations & Conditions.** Permittee shall comply with all of the laws, rules and regulations applicable to construction, maintenance activities and operations and shall further comply with such terms and conditions that may be imposed by NYSDOT in connection with permitted activity or operations. Temporary Traffic Control, highway safety appurtenances, and restoration of state facilities shall be completed in accordance with NYSDOT regulations and standards.
3. **Site Restoration.** Permittee shall, at its own expense, promptly complete the work allowed under each permit and, within a reasonable time, restore State property damaged by its work/activities to substantially the same or equivalent condition as existed before such work was begun as determined by the Commissioner or his/her designee. In the event that the Permittee fails to so restore damaged State property within what the Commissioner deems to be a reasonable time, the Commissioner, after giving written notice to the Permittee, may restore the property to substantially the same or equivalent condition as existed before the Permittee's work/activities, in which case, Permittee agrees to reimburse the reasonable expenses in connection therewith.
4. **Payment & Release of Liens.** Permittee shall be responsible for the payment of all costs and materials relating to its work in the public right-of-way, and agrees to

defend and save harmless NYSDOT against any and all lien claims made by persons supplying services or materials to Permittee in connection with Permittee's work.

5. **Indemnity.** In addition to the protection afforded to NYSDOT under any available insurance, NYSDOT shall not be liable for any damage or injury to the Permittee, its agents, employees, or to any other person, or to any property, occurring on the site or in any way associated with Permittee's activities or operations, whether undertaken by Permittee's own forces or by contractors or other agents working on Permittee's behalf. To the fullest extent permitted by law, the Permittee agrees to defend, indemnify and hold harmless the State of New York, NYSDOT, and their agents from and against all claims, damages, losses and expenses, including but not limited to, claims for personal injuries, property damage, wrongful death, and/or environmental claims and attorney fees arising out of any such claim, that are in any way associated with the Permittee's, activities or operations under any and all permits issued using this Undertaking.

FURTHERMORE, Permittee hereby warrants that the obligations of this Undertaking are backed by the full faith and credit of Permittee. Permittee may insure or bond any of the obligations set forth herein, or may rely upon self-insurance, budgeted funds, or funds for general operations. This Undertaking shall be applicable to all permitted activities and operations undertaken after the date of execution and work initiated while this Undertaking is in effect. This Undertaking may be revoked by the Permittee or rejected by NYSDOT upon thirty days written notice but will continue to apply to all permitted activities/operations that were permitted by virtue of the Undertaking. Unless terminated for the purposes of future activities/operations, this Undertaking shall have a term of twenty (20) years and shall be kept on file to facilitate the issuance of future permits to which it will apply,

BE IT RESOLVED, that the Chairman of the Hamilton County Board of Supervisors is hereby authorized to sign said Undertaking.

Seconded by

RESOLUTION NO.

**AUTHORIZING USE OF THE HAMILTON COUNTY CREDIT CARD
TO FUND AND AUTOMATICALLY REPLENISH E-Z PASS TRANSACTIONS**

DATED: MAY 1, 2014

BY

WHEREAS, it is necessary to transport our recyclables out of the county to facilities in locations requiring the use of toll highways, and

WHEREAS, tolls incurred during these trips must be paid out-of-pocket by the driver and then reimbursed after receipts are turned in, and

WHEREAS, the Fleet Coordinator recommends using the E-ZPass system for the 4 (four) solid waste tractor-trailers in addition to one E-ZPass to be shared by the Board of Supervisor's Office for Hamilton County Fleet Car #905 and the Highway Department for Hamilton County Fleet Car #746, and

WHEREAS, the cost to fund 5 E-ZPass Tags is \$225 for pre-paid tolls and the monthly tag fee is \$1.50 (.50 per tag). The account will be replenished from the credit card to this balance when it falls below 25%. An account analysis will be performed 35 days from the first tag use and periodically thereafter. If monthly use is consistently above or below the prepaid amount, E-ZPass will adjust to approximate a month's level of use, and

WHEREAS, Hamilton County is able to terminate participation at any time and the unused balance (if any) will be credited once all tags have been returned, be it

RESOLVED, that the County Fleet Coordinator be authorized to enter into an agreement to obtain 5 E-ZPass Tags, and be it further

RESOLVED, that the Fleet Coordinator be authorized to use the Hamilton County Credit Card to set up the account and use it for replenishment of the prepaid tolls and the Clerk of the Board, Highway Superintendent and the County Solid Waste Coordinator be so advised.

Seconded by

RESOLUTION NO.

**AUTHORIZING PAYMENT TO DEPARTMENT OF LABOR FOR BOILER
INSPECTIONS**

DATED: MAY 1, 2014

BY

WHEREAS, the Highway Facilities located in Lake Pleasant and Long Lake were due for Boiler Inspections per the Department of Labor DOSH –Boiler Safety Bureau, and

WHEREAS, the said inspections were performed on April 22, 2014 and the Fee for the inspections is \$150.00 for both, and

WHEREAS, the County Highway Superintendent recommends payment be made for the said inspections, be it

RESOLVED, that the Hamilton County Board of Supervisors do hereby authorize payment for the said Boiler Inspections, and be it further

RESOLVED, that the County Treasurer is hereby authorized to make a check payable to:

Department of Labor
DOSHS-Boiler and Safety Bureau
State Campus Building #12
Albany, NY 12240

in the amount of \$150.00 and the funds be taken out of Account No. A1620.404 Repairs & Misc-Hwy and the Clerk of the Board and Buildings department be so notified.

Seconded by

RESOLUTION NO.

AUTHORIZING DEPOSITION OF EXCESS VEHICLES/EQUIPMENT

DATED: MAY 1, 2014

BY

WHEREAS, certain vehicles/equipment have become excess and no longer needed by certain County Agencies, and

WHEREAS, the County Fleet Coordinator has made the recommendations that the following vehicles and/or equipment be disposed from the County inventory:

<u>Year</u>	<u>Make/Model</u>	<u>VIN</u>	<u>Plate#</u>	<u>Dept</u>	<u>FN</u>
2004	Chevrolet Silverado Pick-up	1GCHK24U44E381267	L62227	HWY	96
2004	Chevrolet Silverado Pick-up	1GCHK24U4E382326	L64274	HWY	92

be it

RESOLVED, the above vehicles/equipment be sold to any town within the county interested in purchasing any item or by auction on line by Auctions International and funds from the mentioned auction shall be a revenue credit to Revenue Account DM2665 Sale of Equipment, and 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.

RESOLUTION AUTHORIZING CHAIRMAN WILLIAM G. FARBER TO ENTER INTO AN AGREEMENT WITH LABERGE GROUP TO PREPARE A CONSOLIDATED FUNDING APPLICATION SUBMISSION AND UPON AWARD OF GRANT FUNDING DELIVER IMPLEMENTATION SERVICES AS NECESSARY TO SUPPORT THE COUNTY SHARED SERVICE CONSOLIDATION STRATEGY

DATED: MAY 1, 2014

BY

WHEREAS, Laberge Group was retained for grant writing, engineering, surveying and construction administration services for Phase 1 of the Hamilton County Fuel Management Consolidation Project constructed during 2010, and

WHEREAS, Laberge Group was retained by the County following local procurement policies to prepare a funding application under the 2012-2013 Local Government Efficiency Grant program and upon award of grant funding deliver implementation services per Authorization to Proceed dated February 5, 2013, and

WHEREAS, Laberge Group is currently working for Hamilton County to implement Phase II of the Hamilton County Fuel Management Consolidation Project, and

WHEREAS, the Board of Supervisors, after due consideration, has determined that it is desirable and in the public interest to prepare a Consolidated Funding Application submission to develop Phase III of the Hamilton County Fuel Management Consolidation Project as well as other initiatives consistent with the County's Comprehensive Efficiency Strategy, therefore, be it

RESOLVED, that Hamilton County Board of Supervisors authorizes and directs Hamilton County's Chairman, William G. Farber to enter into an agreement with Laberge Group to prepare an application for financial assistance under the Consolidation Funding Application for a fee not to exceed \$8,000.00 and upon award of grant funding deliver engineering, surveying, environmental permitting and construction observation/administration services as required for project implementation.

Seconded by

RESOLUTION NO.

APPROVAL OF AND TRANSFER OF FUNDS FOR 2014 MERIT PAY

DATED: MAY 1, 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 April 22, 2014 to review merit evaluations, be it

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

CLERK OF THE BOARD

Ashley DeLong May 30, 2014 to May 30, 2015 \$1.54

COMMUNITY SERVICES

Carolyn Morrill-Cummins May 22, 2014 to May 22, 2015 \$1.32

COUNTY CLERK

Linda Kennedy May 19, 2014 to May 19, 2015 \$1.43

HIGHWAY

Paul Brown May 5, 2014 to May 5, 2015 \$1.32

John McArdle May 20, 2014 to May 20, 2015 \$1.10

John Walker May 9, 2014 to May 9, 2015 \$1.43

Paul Wolf May 10, 2014 to May 10, 2015 \$1.43

NURSING

Patricia Yates May 11, 2014 to May 11, 2015 \$.77

and be it further

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

FROM:	A1990.402	Contingent for Merit	\$20,104.70
TO:	A1040.105	Asst. Deputy Clerk of the Board	\$2,813.58
	A4310.101	Clinical Social Worker A	\$2,411.64
	A1410.107	Motor Vehicle Clerk	\$2,612.61
	D5110.101	Personal Services	\$2,678.72
	D5110.101	Personal Services	\$2,209.68
	D5110.101	Personal Services	\$2,985.84
	D5110.101	Personal Services	\$2,985.84
	A4010.123	Account Clerk/Typist	\$1,406.79

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

Seconded by

RESOLUTION NO.

APPROVAL OF AUDITS IN COUNTY HIGHWAY FUNDS

DATED: MAY 1, 2014

BY

RESOLVED, that the bills in the Machinery Fund amounting to \$113,682.64 and bills in the County Road Fund amounting to \$32,575.63 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: MAY 1, 2014

BY

RESOLVED, that the bills audited this day in the County General Fund in the amount of \$231,032.52 by the following committees:

Building Committee	\$24,459.78
Public Works (Solid Waste) Committee	13,664.76
Finance Committee	97,035.33
Health Committee.....	25,481.56
Human Services Committee.....	17,707.36
Central Government Committee	37,487.89
Emergency Prep./Emergency Response.....	13,173.96
Publicity, Tourism, Economic Development & Planning Committee.....	847.57
Internal Management Committee	1,174.31

and be it further

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

Fuel Consolidation Phase II.....	\$11,340.00
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are hereby approved.

Seconded by