

AGENDA CONTINUED

MAY 4, 2023

RESOLUTIONS:

Finance Committee:

- No. 15 Request to Extend the One Percent (1%) Increase in County Sales Tax
- No. 16 Mortgage Tax Distribution
- No. 17 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

Internal Management Committee:

- No. 18 Adoption of Updates to Hamilton County Employee Handbook

Emergency Preparedness/Emergency Response Committee:

- No. 19 Appointment of EMS Coordinator
- No. 20 Authorizing Corrections Officer Position in Sheriff's Office

Human Services Committee:

- No. 21 Authorizing the Commissioner of Department of Social Services and the Chairman of the Board of Supervisors to Sign a Contract for Welfare Fraud Investigations

Finance Committee:

- No. 22 Approval of Audits in County Highway Funds
- No. 23 Approval of Audits in the County General Fund and Capital Project 2022-1 Big Brook Bridge

Other Reports

Adjourn

RESOLUTION NO.

REQUEST TO EXTEND THE ONE PERCENT (1%) INCREASE IN COUNTY SALES TAX

DATED: MAY 4, 2023

BY

WHEREAS, Hamilton County has continued to suffer under the burden of decreasing state revenues, and

WHEREAS, the County has continued to be confronted by increasing mandated costs, and

WHEREAS, the County Highway infrastructure is not adequately funded through CHIPs, and

WHEREAS, all of these factors make the County's financial situation unsustainable without the increase to the County Sales Tax, now, therefore, be it

RESOLVED, that the Hamilton County Board of Supervisors hereby requests Senator Mark Walczyk and Assemblyman Robert Smullen, Hamilton County's elected representatives in the New York State Legislature, to cause to be introduced in the Senate and in the Assembly, a bill to allow Hamilton County to impose by Local Law or Resolution an additional one percent (1%) sales tax, which is not subject to preemption, to extend for the longest period of time allowable by amendments to the New York State Tax Law Section 1210, and any other sections of law which are necessary to fulfill this purpose, and be it further

RESOLVED, that the Hamilton County Board of Supervisors would like the additional one percent (1%) sales tax to go into effect at the soonest possible date, and be it further

RESOLVED, that the Hamilton County Board of Supervisors requests that Senator Mark Walczyk and Assemblyman Robert Smullen make every reasonable effort to secure prompt passage of said legislation, and be it further

RESOLVED, that certified copies of this resolution be forwarded to Senator Mark Walczyk and Assemblyman Robert Smullen.

Seconded by

RESOLUTION NO.

MORTGAGE TAX DISTRIBUTION

DATED: MAY 4, 2023

BY

WHEREAS, it appears from the reports of the County Clerk and the County Treasurer for the period October 1, 2022 through March 31, 2023, that there remains for distribution of moneys received by taxation on Mortgages pursuant to the provision of Article Eleven, Section 261 of the Tax Law, the sum of \$127,590.00, for the distribution among the Towns and Village of the County of Hamilton, now, therefore, be it

RESOLVED, by the Board of Supervisors of the County of Hamilton that the sum of \$127,590.00 be and the same hereby is apportioned as follows:

Arietta	\$3,340.50
Benson	2,438.50
Hope	5,953.50
Indian Lake	40,353.00
Inlet	36,318.00
Lake Pleasant	5,548.96
Long Lake	23,718.50
Morehouse	787.50
Wells	7,995.00
Village of Speculator	1,136.54

and be it further

RESOLVED, that the County Treasurer be authorized to pay the respective sums so appropriated to the Supervisors of said Towns.

Seconded by

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: MAY 4, 2023

BY

WHEREAS, two invoices have been received from Tyler Technologies for the new financial/personnel software being implemented for month of February and March, 2023, 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 \$5,882.50 to be offset by funding Revenue Account No. A4089.0200 – American Rescue Plan Act (ARPA) in the amount of \$5,882.50, and be it further

RESOLVED, that the County Treasurer is hereby authorized to pay Tyler Technologies for Invoice No. 025-414908 in the amount of \$5,492.50 and Invoice No.025-416736 in the amount of \$390.00 from Account No. A1325.0412 ARP Act, Financial Software.

Seconded by

RESOLUTION NO.

ADOPTION OF UPDATES TO HAMILTON COUNTY EMPLOYEE HANDBOOK

DATED: MAY 4, 2023

BY

WHEREAS, there was a need to update and add to the Hamilton County Employee Handbook, and

WHEREAS, after reviewing the handbook, the Personnel Officer has recommended the adoption of said updates and additions to the handbook, and

WHEREAS, the following additions, changes, and deletions, be created in the employee handbook:

Addition – Section 406 – Employee Recognition, page 400-3 and 400-4;

Change – Section 503 – Emergency Situations, page 500-3;

Change – Section 504 – Time Records, page 500-4;

Deletion – Section 702 – Overtime/Compensatory Time,

(No employee may accrue more than one (1) hour per week by working through the lunch hour, unless written approval has been obtained from the Chairman of the Board of Supervisors), page 700-2;

Change – Section 703 – On Call, page 700-3;

Addition – Section 801 – Holidays, page 800-1;

Change – Section 802 – Vacation Leave, page 800-2 and 800-3;

Addition – Section 805 – Personal Leave, page 800-10;

Change/Addition – Section 807 – Medical Insurance, page 800-12 and 800-13;

Addition – Section 808 – Medical Insurance for Retirees, page 800-15;

Change/Addition – Section 812, Flexible Spending Account, page 800-19;

be it

RESOLVED, that the provisions and policies contained in the Employee Handbook are intended to supersede any and all prior manuals, guidelines or related policies issued by Hamilton County, and be it further

RESOLVED, that unless specified, this Employee Handbook supersedes and replaces any previous personnel policies issued by the County concerning all policies contained in the Employee Handbook, and be it further

RESOLVED, that the Personnel Officer will provide all employees with a copy of the updated employee handbook with said changes highlighted for their convenience.

Seconded by

RESOLUTION NO.

APPOINTMENT OF EMS COORDINATOR

DATED: MAY 4, 2023

BY

WHEREAS, Avis Warner is retiring from the EMS Coordinator Position and the Board wishes to fill said position, and

WHEREAS, after two rounds of interviews, as well as follow up, the Committee recommends Jon Wilcox, and

WHEREAS, Jon Wilcox has agreed to accept appointment as EMS Coordinator, now, therefore, be it

RESOLVED, that Jon Wilcox is hereby appointed EMS Coordinator effective immediately and for a term ending December 31, 2023 at an hourly base rate of \$26.358 from Account No. A3640.0102, not to exceed the Appropriation, and the County Treasurer and Personnel Officer be so advised.

Seconded by

RESOLUTION NO.

AUTHORIZING CORRECTIONS OFFICER POSITION IN SHERIFF'S OFFICE

DATED: MAY 4, 2023

BY

WHEREAS, there is a need to hire a Corrections Officer for the coverage in the Jail, and

WHEREAS, Desiree Ross, of Hope New York has expressed an interest in becoming a Corrections Officer for Hamilton County, be it

RESOLVED, that a new Corrections Officer position be created in the Sheriff's Office, and be it further

RESOLVED, that Account No. A3150.0112 Corrections Officer J be hereby created and funded at Correction Officer Hire Rate of \$18.238, and be it further

RESOLVED, that the County Treasurer is hereby authorized to transfer \$26,000.00 from Account No. A1990.0401 Contingent to Account No. A3150.0112 Correction Officer J, and be it further

RESOLVED, that Desiree Ross, of Hope, New York will be hired provisionally as a Corrections Officer with the Hamilton County Sheriff's Office, and be it further

RESOLVED, that the County Treasurer and Personnel Officer be so authorized and the Sheriff be so notified.

Seconded by

RESOLUTION NO.

**AUTHORIZING THE COMMISSIONER OF DEPARTMENT OF SOCIAL SERVICES
AND THE CHAIRMAN OF THE BOARD OF SUPERVISORS TO SIGN A CONTRACT
FOR WELFARE FRAUD INVESTIGATIONS**

DATED: MAY 4, 2023

BY

WHEREAS, the Commissioner of Social Services of the County of Hamilton (hereinafter the “Commissioner”) is charged with the responsibility for the administration of all health and welfare services provided in Hamilton County, at public expense pursuant to the Statewide Managed Care Program, Chapter 165 of the Laws of 1991, directly or through an authorized agent, and

WHEREAS, it is economically and organizationally feasible for the HCDSS to contract with the Provider for the provision of Supportive Investigative Services for the Social Services Programs, and

WHEREAS, upon mutual agreement the previous contract was terminated, and the new contract will commence from June 1, 2023 – December 31, 2023 at \$26.00 per hour not to exceed 20 hours on a bi-weekly basis, and

WHEREAS, the HCDSS and Provider are desirous of further specifying their mutual obligations and responsibilities owed under this Agreement, and

WHEREAS, the provider has secured liability insurance as part of the contract and the HCDSS is desirous of the provider to be reimbursed said expense to retain contract, be it

RESOLVED, that the Commissioner of the Department of Social Services and the Chairman of the Hamilton County Board of Supervisors, be and hereby are, authorized to enter into a contract between the Hamilton County Department of Social Services and the Welfare Fraud investigator, with said terms, to provide supportive investigative services for the Social Services Department.

Seconded by

RESOLUTION NO.

APPROVAL OF AUDITS IN COUNTY HIGHWAY FUNDS

DATED: MAY 4, 2023

BY

RESOLVED, that the bills in the Machinery Fund amounting to \$345,863.46 and bills in the County Road Fund amounting to \$129,417.57 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 2022-1 BIG BROOK BRIDGE

DATED: MAY 4, 2023

BY

RESOLVED, that the bills audited this day in the County General Fund in the amount of \$246,679.00 by the following committees:

Public Works (Buildings) Committee.....	\$27,427.19
Public Works (Solid Waste).....	17,130.27
Finance Committee	51,255.23
Health Committee.....	16,594.79
Human Services Committee.....	16,767.88
Central Government Committee	5,175.06
Emergency Prep./Emergency Response.....	72,341.04
Publicity, Tourism, Economic Development & Planning Committee.....	38,904.74
Internal Management Committee	1,082.80

be it further

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

Big Brook Bridge Capital Project 2022-1.....	\$17,347.04
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are hereby approved.

Seconded by