

AGENDA

FOURTH ANNUAL SESSION

NOVEMBER 15, 2023

- 10:30 AM Call to Order
Pledge to Flag
Opening Prayer
Roll Call
- Public Comment Period
- Reports of Standing/Special Committees
- 10:45 AM Public Hearing – 2nd Public Hearing Community Development Block Grant
Project #500HR311-21
- 11:00 AM Jane Zarecki, County Clerk – Department Update

RESOLUTIONS:

Health Committee:

- No. 1 TABLED – Authorizing the Promotion of Tracey Hunt to Clinical Manager
- No. 2 Authorizing the Job Description Change for Director of Public Health

Internal Management Committee:

- No. 3 Approving and Authorizing the Amendment to the Hamilton County New York State Deferred Compensation Plan Adding Voluntary Participation in ROTH Contributions to Employees

Emergency Preparedness/Emergency Response Committee:

- No. 4 Authorizing Purchase of GIS Maintenance – RPTS and 911
- No. 5 Authorizing Purchase of Text to 911 from Intrado Life & Safety Solutions Corporation – SI19-1010-E00

Public Works Committee:

- No. 6 Authorizing Payment for Building Permit for Indian Lake County Offices Roof Project

No. 7 Authorizing Final Payment to S&L Roofing & Sheetmetal, Inc. for Indian Lake Facilities Roof Project

2024 Budget Review

Close Public Hearing

LUNCH

Continuation of 2024 Budget Review

OTHER REPORTS

RECESS

TABLED

RESOLUTION NO.

AUTHORIZING THE PROMOTION OF TRACEY HUNT TO CLINICAL MANAGER

DATED: NOVEMBER 2, 2023

BY MR. ARSENAULT:

WHEREAS, the Certified Home Health Agency has had a vacant full time Director of Patient Services position for four months with no applicants, and

WHEREAS, New York State Department of Health states that the Home Health Agency must have this position filled or an Administrator and Registered Nurse providing clinical oversight, and

WHEREAS, the Public Health Director has had meetings with other home health agencies and county health departments to discuss opportunities, and

WHEREAS, Tracey Hunt has worked for Hamilton County Public Health as a registered nurse for 35 years and demonstrates excellent leadership and clinical skills, and

WHEREAS, the Director of Public Health recommends that Tracey Hunt be promoted to the Clinical Manager, and

RESOLVED, that Tracey Hunt's job title be changed to Clinical Manager at a grade 21, and be it

RESOLVED, that the Hamilton County Personnel Office be authorized to make this change effective November 2, 2023, and be it

RESOLVED, that the Hamilton County Treasurer be authorized to transfer \$2,500 from A4050.121 Director of Patient Services, to A4050.123 and retitle Clinic Manager, and be it

RESOLVED, that if Tracey Hunt is unable to maintain her job duties as Clinic Manager, she will return to a Nurse Coordinator at Grade 18.

Seconded by Mr. Farber.

RESOLUTION NO.

AUTHORIZING THE JOB DESCRIPTION CHANGE FOR DIRECTOR OF PUBLIC HEALTH

DATED: NOVEMBER 15, 2023

BY

WHEREAS, the Certified Home Health Agency has had a vacant full time Director of Patient Services position for four months with no applicants, and

WHEREAS, New York State Department of Health states that the Home Health Agency must have this position filled or provide an Administrator and Registered Nurse providing clinical oversight, and

WHEREAS, the Public Health Director has had meetings with other home health agencies and county health departments, and

WHEREAS, the Director of Public Health will assume the additional duties of Home Health Agency Administrator, which will be incorporated to her current job description, be it

RESOLVED, that the Public Health Director will receive a \$15 per hour increase for adding the duties of a Home Health Agency Administrator, and be it

RESOLVED, that the Hamilton County Personnel Office be authorized to make this change effective November 15, 2023, and be it

RESOLVED, that the Hamilton County Treasurer be authorized to transfer \$4,500 from A4050.0121 Director of Patient Services, to A4050.0101 Director of Public Health, and be it

RESOLVED, that the addition of additional duties to the Director of Public Health position be reviewed every three months, for a period of one year, as to determine if these additional duties is sustainable for the future, and be it

RESOLVED, that if the Public Health Director is unable to maintain her additional duties as Home Health Agency Administrator, the job description will change back to Public Health Director and salary will decrease by \$15 per hour.

Seconded by

RESOLUTION NO.

APPROVING AND AUTHORIZING THE AMENDMENT TO THE HAMILTON COUNTY NEW YORK STATE DEFERRED COMPENSATION PLAN ADDING VOLUNTARY PARTICIPATION IN ROTH CONTRIBUTIONS TO EMPLOYEES

DATED: NOVEMBER 15, 2023

BY

WHEREAS, Hamilton County currently offers the New York State Deferred Compensation Plan (NYSDCP) for voluntary participation to all eligible employees, and

WHEREAS, On December 29, 2022, the Secure 2.0 Act was signed into law, which includes new regulations related to retirement plans, including the New York State Deferred Compensation Plan, and

WHEREAS, Under the Secure 2.0 Act, several key provisions are designed to help promote increased savings and strengthen financial security for more Americans, and

WHEREAS, NYSDCP Secure 2.0 Act has mandated that a ROTH contribution option (after-tax) be offered to all eligible employees by December 31, 2023, and

WHEREAS, ROTH contributions are deducted from employees pay on an after-tax basis, unlike pretax deferral contributions that reduce your gross taxable income, and

WHEREAS, ROTH contributions grow tax deferred, and when a distribution is qualified, it is not subject to federal or New York State income taxes, which is what makes the ROTH tax-free distribution feature attractive, therefore, be it

RESOLVED, that Hamilton County elects to offer ROTH contributions to eligible employees, and be it further

RESOLVED, that the Hamilton County Board of Supervisors approve and authorize the implementation of offering ROTH contributions to all employees effective November 15, 2023.

Seconded by

RESOLUTION NO.

AUTHORIZING PURCHASE OF GIS MAINTENANCE – RPTS AND 911

DATED: NOVEMBER 15, 2023

BY

WHEREAS, Hamilton County has received a quote from Esri, Inc. for maintenance of the Real Property Tax Service and 911 GIS systems in the amount of \$10,528.38, and

WHEREAS, the Real Property Tax Service portion of said quote is \$3,324.75 and the Emergency Management portion of said quote is \$7,203.63, be it

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to accept said quote and the Real Property Service and Emergency Management Departments are authorized to purchase said maintenance from Esri, Inc. and the County Treasurer, Real Property Tax Service Director and Emergency Services Director be so notified.

Seconded by

RESOLUTION NO.

AUTHORIZING PURCHASE OF TEXT TO 911 FROM INTRADO LIFE & SAFETY SOLUTIONS CORPORATION – SI19-1010-E00

DATED: NOVEMBER 15, 2023

BY

WHEREAS, Hamilton County has received a grant from New York State Department of Homeland Security and Emergency Services (DHSES) in the amount of \$455,011.59, contract C197915, for a new communications system, and

WHEREAS, the concept of text to 911 is new to many PSAP's surrounding Hamilton County and beyond, and

WHEREAS, the Hamilton County PSAP is under construction and renovation of an upgraded center, and

WHEREAS, Intrado was the only vendor found to be able to provide Hamilton County with the text to 911 service, and

WHEREAS, a Non-Competitive Procurement request was put into DHSES and accepted, and

WHEREAS, adding text to 911 to the Hamilton County PSAP clearly streamlines the PSAP and allows for faster initial communication from the caller to Dispatch. In what could be a lifesaving timeline, any approach available for a caller is important. With this new advanced technology that Hamilton County can provide, a difference can be made for a caller due to the remote nature and topography of the county layout, therefore, be it

RESOLVED, that the Hamilton County Board of Supervisors authorize the purchase of Intrado services for a cost of \$7,025.00 now and \$3,300.00 every year thereafter for 5 years, with cancellation at anytime, and be it further

RESOLVED, that the Hamilton County Board of Supervisors authorize the purchase with funds coming from A3645.0422 Statewide Communications Grant SI19-1010-E00.

Seconded by

RESOLUTION NO.

**AUTHORIZING PAYMENT FOR BUILDING PERMIT FOR INDIAN LAKE COUNTY
OFFICES ROOF PROJECT**

DATED: NOVEMBER 15, 2023

BY

WHEREAS, the Building Permit fee is due to the Department of State for the Indian Lake County Buildings Roof project, be it

RESOLVED, that the Hamilton County Board of Supervisors does hereby authorize payment for building permit in the amount of \$1,967.40 for the Indian Lake building's roof replacement, and be it further

RESOLVED, that the County Treasurer is hereby authorized to make a check payable to the New York State Department of State, Division of Building Standards & Codes, One Commerce Plaza, 99 Washington Ave., Suite 1160, Albany, NY 12231-0001 in the amount of \$1,967.40 for the said building permit and the funds be taken out of Account No. A1620.0414 Capital Building Project and the County Buildings Superintendent and Clerk of the Board be so notified.

Seconded by

RESOLUTION NO.

**AUTHORIZING FINAL PAYMENT TO S&L ROOFING & SHEETMETAL, INC. FOR
INDIAN LAKE FACILITIES ROOF PROJECT**

DATED: NOVEMBER 15, 2023

BY

WHEREAS, Resolution No. 184-23 awarded Bid Specification 11-2023 for the roof replacement project for the county owned facilities in Indian Lake, and

WHEREAS, the County has entered into an agreement with S&L Roofing & Sheetmetal to perform the said roof replacement, and

WHEREAS, Resolution No. 345-23 authorized Payment Application No. 1 in the amount of \$276,449.05 to S&L Roofing & Sheetmetal for 95% completion of the contract work, and

WHEREAS, the said project is now 100% completed and S&L Roofing & Sheetmetal have sent payment application No. 2 in the amount of \$24,549.95 and certification for this payment has been approved by Foit-Albert Associates, Project Engineer for this project, and

WHEREAS, the DPW Superintendent recommends the final payment be made, be it

RESOLVED, that the County Treasurer is hereby authorized to make a check payable to S&L Roofing & Sheetmetal, Inc., 5640 Depot Road, Voorheesville, NY 12186 in the amount of \$24,549.95 for payment No. 2, and the funds be taken out of Account No. A1620.0414 Capital Building Projects and the DPW Superintendent and Clerk of the Board be so notified.

Seconded by