

# AGENDA

## NINTH SESSION

SEPTEMBER 2, 2021

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

Accepting Minutes of July 26, 2021 and August 5, 2021

Public Comment Period

Reports of Standing/Special Committees

### RESOLUTIONS:

#### Finance Committee:

No. 1 Standard Work Day and Reporting for Elected and Appointed Officials

No. 2 Authorizing Payment to Utica Mack, Inc. – Insurance Repair

#### Human Services Committee:

No. 3 Authorizing Chairman to Sign EISEP Contract Agreement between Warren County Office for the Aging and Hamilton County Department of Social Services

No. 4 Authorization to Amend Contract for Comprehensive Medicine PLLC

No. 5 Transfer of Funds – Community Services

#### Central Government Committee:

No. 6 Authorizing Chairman to Sign NYS Office of Indigent Legal Services Grant Contract Statewide Expansion of Hurrell-Harring Years 3 and 4 and Distributions 8, 9 and 10

No. 7 Authorizing Intermunicipal Agreement with Fulton County to Provide Hamilton County Board of Elections Server and Support Services

#### Emergency Preparedness/Emergency Response Committee:

- No. 8 Recognition of Sheriffs' Week
- No. 9 Authorizing and Funding NYS Division of Homeland Security and Emergency Services Grant – SH21-1044-D00
- No. 10 Amending Language in the Homeland Security Grant Administration Standard Operating Guideline

**Public Works Committee:**

- No. 11 Authorization of Transfer and Close of County Road Project 2021
- No. 12 Authorizing Payment for Petroleum Bulk Storage Registration Renewal for Lake Pleasant County DPW Facility
- No. 13 Authorizing Payment to Spector Manufacturing, Inc. for Steel Trailer Sub-Frames

**RESOLUTION NO.**

**STANDARD WORK DAY AND REPORTING FOR ELECTED AND APPOINTED OFFICIALS**

**DATED: SEPTEMBER 2, 2021**

**BY**

WHEREAS, New York State Retirement Regulation 315.4 requires time logs, and the Board of Supervisors to set the Standard Work Day for Elected and Appointed Officials, and

WHEREAS, time logs have been kept and submitted, now, therefore, be it

RESOLVED, that the County of Hamilton here establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the Clerk of the Board:

Name	SSN	NYSLRS ID	Title	Current Term Begin & End Dates	Standard Work Day	ROA Results	Not Submitted	Pay Frequency	Tier 1
Betsy Bain	████	████████	Supervisor	1/1/21-12/31/21	7.00	3.58		Bi-Weekly	
Jay E. Griffin	████	████████	Fire Coordinator	1/1/21-12/31/21	7.00	4.05		Bi-Weekly	

Seconded by

**RESOLUTION NO.**

**AUTHORIZING PAYMENT TO UTICA MACK, INC. – INSURANCE REPAIR**

**DATED: SEPTEMBER 2, 2021**

**BY**

WHEREAS, Highway Plow Truck #135 was involved in an accident and the repairs for the damage were completed by Utica Mack, Inc., and

WHEREAS, the Fleet Coordinator recommends the payment of the said repairs of vehicle #135, be it

RESOLVED, the County Treasurer is hereby authorized to increase Account No. A1910.0402 Repairs to Vehicles-Insurance by \$18,593.85 to be totally offset by increasing Revenue Account No. A2680.0000 Insurance Recoveries by \$18,593.85, and be it further

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

Utica Mack, Inc.  
Interstate Billing, Inc.  
PO Box 2208  
Decatur, AL 35609-2208

for Invoice #010410615 in the amount of \$19,593.85 and the funds be taken out of Account No. A1910.0402 Repairs to Vehicles-Insurance and the Fleet Coordinator and Clerk of the Board be so notified.

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: SEPTEMBER 2, 2021**

**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, and

WHEREAS, this contract will be for the period of April 1, 2021 – March 31, 2022 in an amount not to exceed \$30,500.00, 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**

**AUTHORIZATION TO AMEND CONTRACT FOR COMPREHENSIVE MEDICINE  
PLLC**

**DATED: SEPTEMBER 2, 2021**

**BY**

WHEREAS, the County of Hamilton has approved the contract with Comprehensive Medicine PLLC to provide tele-psychiatry to residents of Hamilton receiving mental health services from Hamilton County Community Services, and

WHEREAS, the utilization of services will exceed the cap of \$46,500.00 specified in the current contract, and

WHEREAS, services projected to be provided by Comprehensive Medicine PLLC will require additional funding through the end of the current year, be it

RESOLVED, that the Hamilton County Board of Supervisors hereby approves amending the County's 2021 contract for Comprehensive Medicine PLLC from a \$46,500.00 cap to a \$70,350.00 and the Treasurer be so advised.

Seconded by

**RESOLUTION NO.**

**TRANSFER OF FUNDS – COMMUNITY SERVICES**

**DATED: SEPTEMBER 2, 2021**

**BY**

WHEREAS, Hamilton County Community Services is recommending to the Hamilton County Board of Supervisors that \$2,200.00 in Account No. A4320.0407 Outreach in the Department's 2021 budget be reallocated to Account No. A4310.0420 Telepsychiatry to cover greater than anticipated Telepsychiatry costs for the current year, therefore, be it

RESOLVED, that the County Treasurer is hereby authorized to transfer \$2,200.00 from Account No. A4320.0407 Outreach to Account No. A4310.0420 Telepsychiatry.

Seconded by

**RESOLUTION NO.**

**AUTHORIZING CHAIRMAN TO SIGN NYS OFFICE OF INDIGENT LEGAL SERVICES GRANT CONTRACT STATEWIDE EXPANSION OF HURRELL-HARRING YEARS 3 AND 4 AND DISTRIBUTIONS 8, 9 AND 10**

**DATED: SEPTEMBER 2, 2021**

**BY**

WHEREAS, Resolution No. 86-19 authorized the NYS Office of Indigent Legal Services five-year Statewide Expansion of Hurrell-Harring Grant Contract No. CSTWIDEHH20 in the amount of \$769,574.34, and

WHEREAS, Hamilton County has received the amended five-year Statewide Expansion of Hurrell-Harring contract which reflects the budget and work plan for Years Three and Four, and

WHEREAS, Hamilton County has also received from the NYS Office of Indigent Legal Services contracts for Distribution 8 Contract No. T800001 in the amount of \$25,896.00, Distribution 9 Contract No. T900001 in the amount of \$12,948.00 and Distribution 10 Contract No. T100001 in the amount of \$12,948.00, therefore, be it

RESOLVED, that the Chairman of the Hamilton County Board of Supervisors is hereby authorized to sign the amended Statewide Expansion of Hurrell-Harring Grant Contract No. CSTWIDEHH20 for Years Three and Four budget, and be it further

RESOLVED, that the Chairman of the Hamilton County Board of Supervisors is hereby authorized to sign Distribution 8 Contract No. T800001, Distribution 9 Contract No. T900001 and Distribution 10 Contract No. T100001.

Seconded by



**RESOLUTION NO.**

**AUTHORIZING INTERMUNICIPAL AGREEMENT WITH FULTON COUNTY TO  
PROVIDE HAMILTON COUNTY BOARD OF ELECTIONS SERVER AND SUPPORT  
SERVICES**

**DATED: SEPTEMBER 2, 2021**

**BY**

WHEREAS, Cathleen E. Rogers, Democrat Election Commissioner and Marie C. Buanno, Republican Election Commissioner, by and on behalf of the Hamilton County Board of Elections have requested authorization for an intermunicipal agreement with Fulton County, and its Board of Elections, in accordance with Article 5-G of the General Municipal Law, and

WHEREAS, Fulton County Board of Elections has proposed to provide Hamilton County Board of Elections server and support services including operation/maintenance of server(s), remote access in emergencies, regular backup of data, support for PC's to access software, and assistance with NYS Cybersecurity compliance, at a cost of \$8,500.00 per year payable upon execution of the agreement together with an onsite service charge of \$45.00/hr plus mileage, now therefore, be it

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to execute an intermunicipal agreement with Fulton County for the purpose of said County's Board of Elections providing server and support services to the Hamilton County Board of Elections for the consideration hereinbefore set forth.

Seconded by

**RESOLUTION NO.**

**RECOGNITION OF SHERIFFS' WEEK**

**DATED: SEPTEMBER 2, 2021**

**BY**

WHEREAS, the Office of Sheriff has been an integral part of the criminal justice system in New York State and in Hamilton County throughout our history, having been established in the State's first Constitution in 1777 and continued in every succeeding Constitution, and having been one of our original Constitutional offices upon the founding of our County, and

WHEREAS, despite changes in its function, status and powers during its long history, the Office of Sheriff has maintained a continuous existence, preserved its distinguishing heritage, and continued to be an essential component of our criminal justice community, and

WHEREAS, the Office of Sheriff has evolved into a modern, professional, full-service law enforcement agency, manned by fully trained police officers, using state-of-the-art technology and applying the latest and most advanced theories and practices in the criminal justice field, and

WHEREAS, the Office of Sheriff is unique in the community, and the duties of the Office go far beyond the traditional role of "Keeper of the Peace," and extend into many facets of public service, including maintaining the county jail, providing security in our courts, dispatching emergency services, and serving and executing civil process for our courts, and

WHEREAS, as a constitutionally empowered Office directly responsible to the People, the ancient Office of Sheriff remains, even today, responsive and accountable to the public it serves, and

WHEREAS, it is fitting to celebrate the historical contributions of the Office of Sheriff and the significant role that the Sheriffs play in our modern criminal justice system, be it

RESOLVED, we, the Hamilton County Board of Supervisors do recognize the important services provided to the citizens of this County by Sheriff Karl G. Abrams and the members of the Sheriff's Office, and do hereby proclaim September 19 to 25, 2021 to be Sheriffs' Week in Hamilton County.

Seconded by

**RESOLUTION NO.**

**AUTHORIZING AND FUNDING NYS DIVISION OF HOMELAND SECURITY AND  
EMERGENCY SERVICES GRANT – SH21-1044-D00**

**DATED: SEPTEMBER 2, 2021**

**BY**

WHEREAS, the Hamilton County Emergency Management Department has been awarded a NYS 2021 Department of Homeland Security and Emergency Services (DHSES) Grant through the DHSES SHSP program in the amount of \$42,678.00, Grant SH21-1044-D00, therefore, be it

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to sign said NYS 2021 SHSP grant, and be it further

RESOLVED, that the County Treasurer be authorized to create and fund Account No. A3645.0424 SH21-1044-D00 at \$42,678.00 to be totally offset by creating and funding Revenue Account No. A3389.0128 SH21-1044-D00 at \$42,678.00 and the Director of Emergency Management and Sheriff be so notified.

Seconded by

**RESOLUTION NO.**

**AMENDING LANGUAGE IN THE HOMELAND SECURITY GRANT  
ADMINISTRATION STANDARD OPERATING GUIDELINE**

**DATED: SEPTEMBER 2, 2021**

**BY**

WHEREAS, Resolution No. 277-12 adopted the Hamilton County Homeland Security Grant Administration Standard Operating Guideline, and

WHEREAS, the NYS Division of Homeland Security and Emergency Services has requested an update to the language in said Guideline, be it

RESOLVED, that Section B of the Hamilton County Homeland Security Grant Administration Standard Operating Guideline be replaced with the following language:

**B. Procurement**

1. Once all application materials are in place and accounted for the process of procurement can begin. All procurements will be done in accordance *with the most restrictive of Federal, State, General Municipal or Local/County Regulations*. Written justification and documentation for all procurements must be maintained on file, and made available upon request.

Seconded by

**RESOLUTION NO.**

**AUTHORIZATION OF TRANSFER AND CLOSE OF COUNTY ROAD PROJECT 2021**

**DATED: SEPTEMBER 2, 2021**

**BY**

WHEREAS, Resolution No. 117-21 authorizes County Road projects for 2021, and

WHEREAS, the following project is complete and has been over expended in the amount shown below:

D5112.2525 CR6 – Benson Road – overage	\$2,873.61
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be it

RESOLVED, that the following transfer be made:

From: Account D5112.202 Capital Projects	\$2,873.61
To: Account D5112.2525 CR6 – Benson Road	\$2,873.61

and be it further

RESOLVED, that County Road Project No. 1 Account D5112.2525 CR6, Benson Road be closed and the County Treasurer be so authorized to complete the transfers and close the account and the Clerk of the Board and the County DPW Superintendent be so notified.

Seconded by

**RESOLUTION NO.**

**AUTHORIZING PAYMENT FOR PETROLEUM BULK STORAGE REGISTRATION  
RENEWAL FOR LAKE PLEASANT COUNTY DPW FACILITY**

**DATED: SEPTEMBER 2, 2021**

**BY**

WHEREAS, the Petroleum Bulk Storage (PBS) 5 year registration renewal fee is due for the Lake Pleasant Fuel Depot, and

WHEREAS, the New York State Department of Environmental Conservation will not accept vouchers for the renewal of the registration, be it

RESOLVED, that the Hamilton County Board of Supervisors do hereby authorize payment for registration renewal fees of \$500.00 for the County's PBS #5-036129 located at the Lake Pleasant DPW Facility, and be it further

RESOLVED, that the County Treasurer is hereby authorized to make a check payable to the New York State Department of Environmental Conservation in the amount of \$500.00 for the said PBS renewal and the funds be taken out of Account No. DM5130.405 Gas & Diesel and the County Highway Superintendent and Clerk of the Board be so notified.

Seconded by

**RESOLUTION NO.**

**AUTHORIZING PAYMENT TO SPECTOR MANUFACTURING, INC FOR STEEL TRAILER SUB-FRAMES**

**DATED: SEPTEMBER 2, 2021**

**BY**

WHEREAS, the DPW advertised for bids per Specification 10-2021 for four (4) steel sub-frames for solid waste trailers, and

WHEREAS, the County received one (1) bid for the said steel sub-frames for a cost of \$30,000.00 (\$7,500.00 ea.), and

WHEREAS, the DPW Superintendent reviewed the said bid and Spector Manufacturing met the specifications of Specification No. 10-2021, and

WHEREAS, the Superintendent was working with Spector Manufacturing to get the said trailer frames built and delivered to Hamilton County per the bid, and

WHEREAS, the County acknowledges that inadvertently this bid specification was not formally awarded by resolution but intended on making the award and purchase, and

WHEREAS, the said frames have been delivered to Hamilton County and it has been determined by the Superintendent the frames meet all specifications and recommends payment to Spector Manufacturing, be it

RESOLVED, the Board of Supervisors approve of the payment and the County Treasurer is hereby authorized to make payment to Spector Manufacturing, Inc., PO Box 158, Industrial Park Road, St. Clair, PA 17970 in the amount of \$30,000.00 and the funds to be taken out of Account No. DM5130.401 and the DPW Superintendent and the Clerk of the Board be so notified.

Seconded by