

Amended 04/15/16

Resolution No. 114 April 15, 2016

By Supervisors Pitts, LaPointe, Campbell, Haff, O'Brien, Fedler, Gang, Skellie

TITLE: To Reappoint Commissioner to the Washington County Sewer District

RESOLVED, that Dana Hogan of the Town of Kingsbury is hereby reappointed as Commissioner of the Washington County Sewer District for a three year term expiring April, 2019.

BUDGET IMPACT STATEMENT: None.

Resolution No. 115 April 15, 2016
By Supervisors Shay, LaPointe, Suprenant, Campbell, Pitts, Fedler, Moore

TITLE: Appoint/Reappoint Members to the Washington County Youth Advisory Board

WHEREAS, several terms have expired on the Washington County Youth Advisory Board, and

WHEREAS, the Health and Human Services Committee recommends the appointments/reappointments as indicated herein; now therefore be it

RESOLVED, that the following be appointed/reappointed to the Washington County Youth Advisory Board for a term expiring December 31, 2018:

Tammy DeLorme, Town of Whitehall
Morgan Harrison, Town of Kingsbury
Polly Monahan, Town of Hebron
Mitchell Suprenant, Town of Fort Edward
Anthony White, Town of Kingsbury

BUDGET IMPACT STATEMENT: None.

Resolution No. 116 April 15, 2016
By Supervisors Pitts, LaPointe, Campbell, Haff, O'Brien, Fedler, Gang, Skellie

TITLE: To Authorize Agreement with CT Male for Administration Services for 2015 Community Development Block Grant (CDBG) Funding; Washington County Sewer District 2

WHEREAS, Sewer District 2 issued a request for proposals (RFP) for administration of the 2015 CDBG grant received by the District, and

WHEREAS, two proposals were received, and

WHEREAS, the Sewer District 2 Board and Public Works Committee have recommended award to CT Male; now therefore be it

RESOLVED, that the proposal for administrative services relative to the 2015 CDBG grant received by Sewer District No. 2 be awarded to CT Male; and be it further

RESOLVED, that the Chairman be authorized to execute those documents necessary in a form approved by the County Attorney.

BUDGET IMPACT STATEMENT: The maximum allowable grant funds that can be used toward administration is 20% of the \$600,000 grant.

Resolution No. 117 April 15, 2016
By Supervisors LaPointe, O'Brien, Shay, Suprenant, Pitts

TITLE: Amend Staffing Pattern – Youth Bureau

WHEREAS, during the 2016 budget process funds were included to upgrade a Senior Typist to Court Referral Specialist, and

WHEREAS, one Senior Typist and one Senior Account Clerk will be removed from the Staffing Pattern and the Personnel Committee has approved these changes; now therefore be it

RESOLVED, that the Staffing Pattern for the Youth Bureau be amended to add one (1) Court Referral Specialist and decrease Senior Typist by one (1) and decrease Senior Account Clerk by one (1).

BUDGET IMPACT STATEMENT: Costs are in the 2016 budget.

Resolution No. 118 April 15, 2016
By Supervisors LaPointe, O'Brien, Shay, Suprenant, Pitts

TITLE: Amend Staffing Pattern – Department of Public Works

WHEREAS, the Superintendent of Public Works has requested a second Bridge Repair Person to allow for more focus on bridge maintenance and is part of a training program and succession plan due to retirements in the coming years, and

WHEREAS, the Public Works and Personnel Committees have approved this request; now therefore be it

RESOLVED, that the Staffing Pattern for the Department of Public Works be amended to add one (1) Bridge Repair Person.

BUDGET IMPACT STATEMENT: A Highway Worker II will move up to this position. The budget contains sufficient funds to cover the upgrade but not backfill the Highway Worker II so that slot will remain unfilled.

Resolution No. 119 April 15, 2016
By Supervisors LaPointe, O'Brien, Shay, Suprenant, Pitts

TITLE: Amend Staffing Pattern – Correct Hours for Code Enforcement Officers

WHEREAS, Code Enforcement Officers are included in the budget at 40 hours a week, and

WHEREAS, the Staffing Pattern reflects their hours at 35 hours a week and needs to be corrected to 40 hours a week; now therefore be it

RESOLVED, that the Staffing Pattern be amended by changing the hours listed for Code Enforcement Officer from 35 to 40.

BUDGET IMPACT STATEMENT: None.

Resolution No. 120 April 15, 2016

By Supervisors Campbell, LaPointe, Shay, Suprenant, Idleman, Haff, Pitts, O'Brien, Fedler, Shaw, Hogan

TITLE: To Set Public Hearing on Introductory Local Law "A" of 2016

WHEREAS, Washington County instituted an occupancy tax pursuant to Local Law 2 of 2009 by virtue of the authority granted it by Chapter 102 of the New York State Laws of 2009 also known as NYS Tax Law § 1202-aa, and

WHEREAS, Chapter 102 contained a provision whereby each enactment of such local law may provide for imposition of a hotel or motel tax for a period of time no longer than three years from the date of its enactment, and

WHEREAS, in order to pass a local law providing for reauthorization of the occupancy tax, a public hearing must be held; now therefore be it

RESOLVED, that a public hearing be held on the 20th day of May, 2016 at 10:05 AM in the Supervisors' Chambers, County Office Building, Fort Edward, New York for the purpose of hearing testimony in favor of or opposed to the above stated local law.

BUDGET IMPACT STATEMENT: Advertising costs contained in the budget.

Resolution No. 121 April 15, 2016

By Supervisors Campbell, LaPointe, Shay, Suprenant, Idleman, Haff, Pitts, O'Brien, Fedler, Shaw, Hogan

TITLE: Amend Budget – Sheriff's Department for Printer Purchase

WHEREAS, the Sheriff's Department has requested to transfer funds from contractual to equipment to cover the purchase of a printer for the Road Sergeant's office; now therefore be it

RESOLVED, that the County Treasurer is hereby authorized to make the following budget amendment:

Increase Appropriation:

A3110.2010	Office Equip. – Sheriff	363
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Decrease Appropriation:

A3110.4030	Office Supplies – Sheriff	363
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BUDGET IMPACT STATEMENT: Transfer funds from contractual to equipment to cover printer purchase.

Resolution No. 122 April 15, 2016

By Supervisors Campbell, LaPointe, Shay, Suprenant, Idleman, Pitts, O'Brien, Fedler, Shaw, Hogan

TITLE: To Adopt Crime Forfeiture Plan and Amend Sheriff Budget

WHEREAS, the Sheriff has provided the committee with his spending plan, and

WHEREAS, the Public Safety Committee recommends the adoption of the spending plan as recommended by the Sheriff; now therefore be it

RESOLVED, that Washington County hereby adopts the 2016 Sheriff's crime forfeiture spending plan; and be it further

RESOLVED, that the County Treasurer is hereby authorized to make the following budget amendment to the Sheriff's 2016 budget:

Increase Appropriation:

A3110.103	Sheriff - Pers. Svcs. - OT 1.5	10,000
A3110.2900F	Sheriff - Crime Proceeds Federal - Equip.	175,000
A3110.4900F	Sheriff - Crime Proceeds Federal - Cont.	<u>40,000</u>
		225,000

Increase Appropriated Fund Balance:

A599	Appropriated Fund Balance	225,000
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BUDGET IMPACT STATEMENT: Transfers \$225,000 of previously reserved crime forfeiture monies to the Sheriff's 2016 budget.



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Administrative Office Division
399 Broadway
Fort Edward, NY 12828
Voice (518) 746-2475
Fax (518) 746-2483

Law Enforcement Division
399 Broadway
Fort Edward, NY 12828
Voice (518) 746-2475
Fax (518) 746-2483

Corrections
399 Broadway
Fort Edward, NY 12828
Voice (518) 746-2476
Fax (518) 746-2484

Civil Division
399 Broadway
Fort Edward, NY 12828
Voice (518) 746-2477
Fax (518) 746-2385

Salem Substation
State Route 22
Salem, New York 12865
Voice (518) 854-7488
Fax (518) 854-2303

OFFICE OF THE SHERIFF WASHINGTON COUNTY NEW YORK

Jeffrey J. Murphy
Sheriff

John A. Winchell
Undersheriff

"Community First"

Spending Plan for Forfeited Funds 2016

Current Funds Available as of 1/28/2016: \$ 262,980.71

Intended usage for the year 2016

1. **INVESTIGATIONS:** The support of investigations and operations that will result in furthering our law enforcement goals and missions including,
 - A. The payment of overtime for deputies and investigators;
 - B. Payments to informants; "buy," "flash," or reward money;
 - C. The purchase of evidence.
2. **TRAINING:** The training of deputies, investigators and Sheriff's support personnel in any area that is necessary to perform official law enforcement duties.
3. **BUILDINGS:** The costs associated with the purchase, lease, construction, expansion, improvement, or operation of the law enforcement center and or the detention facility.
4. **LAW ENFORCEMENT EQUIPMENT:** The costs associated with the purchase, lease, maintenance, or operation of law enforcement equipment for use by law enforcement personnel that supports law enforcement activities. Includes, but not limited to, the following: furniture, file cabinets, office supplies, telecommunications equipment, copiers, safes, fitness equipment, computers, computer accessories and software, body armor, uniforms, firearms, radios, cellular telephones, electronic surveillance equipment, and vehicles.



Page 2 Spending Plan 2016

5. TRAVEL AND TRANSPORTATION: The costs associated with travel and transportation to perform or in support of law enforcement duties and activities.

6. AWARDS AND MEMORIALS: The costs of award plaques and certificates for law enforcement personnel.

Specific Usage for 2016

I. Payroll (Point 1)

A. INVESTIGATIONS: It is difficult to plan for future investigations while not knowing what the future holds for us. I intend to utilize shared funds to cover overtime for drug investigations, arrests and enforcement details.

\$10,000.00

II. Contractual (Point 4 Non-Fixed Assets)

B. TRAINING: I plan on significantly increasing the amount of training offered to and provided for our members, with an emphasis on local and no fee or cost training. There are however several courses and conferences that do charge for attendance and have been avoided in the past.

1. The amount required for the cost or fees related to the registration for training courses and conferences.
2. Travel for out of Town Conferences including Hotels, mileage, air fares etc..
3. Web Site fees
4. Promotional items/drug awareness

\$40,000.00

III. Equipment (Point 2 Fixed Assets)

C. EQUIPMENT: This category would be the largest area of the spending plan. There are several items related to equipment that we would look to use shared funds for which are included in the description on page 1 number 4 *Law Enforcement Equipment*. Items specifically identified for 2016 include surveillance cameras, SERT equipment, computers and accessories and training equipment.

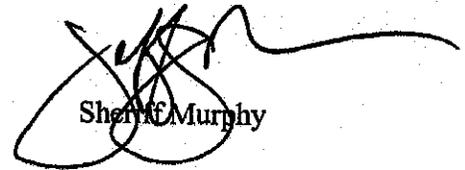
\$100,000.00

D. BUILDINGS: Fencing and security related items for the Law Enforcement Center/ Salem Office and Parry Street.

\$25,000.00

E. VEHICLES: Vehicles and related equipment.

\$50,000.00



Sheriff Murphy

Resolution No. 123 April 15, 2016

By Supervisors Campbell, LaPointe, Shay, Suprenant, Idleman, Haff, Pitts, O'Brien, Fedler, Shaw, Hogan

TITLE: Amend Budget - Capital Project No 113 - Homeland Security Grants

WHEREAS, the Sheriff has received a Law Enforcement Terrorism Prevention Program Grant (LETPP), in the amount of \$20,000 for the period of 09/01/2016 - 08/31/2018, and

WHEREAS, Public Safety has received a Law Enforcement Terrorism Prevention Program Grant (LETPP), in the amount of \$60,000 for the period of 09/01/2016 - 08/31/2018; now therefore be it

RESOLVED, that the County Treasurer is hereby authorized to make the following budget amendment:

CAPITAL PROJECT NO. 113 - HOMELAND SECURITY GRANTS

Increase Appropriation:

HDA3110.262008	Sheriff LETPP 9/1/16-8/31/18	20,000
HDA3640.262009	Public Safety LETPP 9/1/16-8/31/18	<u>60,000</u>
		80,000

Increase Revenue:

HDA4389.S8	Federal Aid-Sheriff-LETPP 9/1/16-8/31/18	20,000
HDA4389.P9	Federal Aid-Public Safety-LETPP 9/1/16-8/31/18	<u>60,000</u>
		80,000

BUDGET IMPACT STATEMENT: Recognize grants funds in the capital project.

Resolution No. 124 April 15, 2016
By Supervisors Fedler, Idleman, Haff, Armstrong, Moore, Skellie

TITLE: To Establish Lead Agency for SEQRA Review and Set Time and Place for a Public Hearing on Washington County Consolidated Agricultural Districts (CAD) No. 1, 3 – 8 and 24

WHEREAS, pursuant to Article 25A of the Agriculture and Markets Law, Consolidated Agricultural Districts No. 1, 3 – 8 and 24 are currently undergoing their required eight year review, and

WHEREAS, the Washington County Agriculture and Farmland Protection Board has reviewed the districts in question and made recommendations to the Washington County Board of Supervisors, and

WHEREAS, with proposed additions, the modifications of said districts are an unlisted action pursuant to 6 NYCRR Part 617 (SEQRA), and

WHEREAS, the only other agency required to take action regarding said districts is the State of New York Department of Agriculture and Markets, and

WHEREAS, the State of New York Department of Agriculture and Markets through a programmatic review of the potential environmental impacts of the creation and modifications of agricultural districts has found little likelihood of significant adverse environmental impacts from such actions; now therefore be it

RESOLVED, that the Washington County Board of Supervisors does establish itself as Lead Agency for review of CADs 1, 3 - 8 and 24 pursuant to 6 NYCRR 617; and be it further

RESOLVED, that Washington County is hereby directed to prepare a Short Environmental Assessment Form and all other necessary forms for compliance with 6 NYCRR 617 and provide the Board of Supervisors with analysis and recommendations for making a determination of environmental significance for this proposed action prior to its taking final action on this proposal; and be it further

RESOLVED, that a public hearing on the recertification of CADs 1, 3 – 8 and 24 be held in the Supervisor's Chambers, County Office Building, Fort Edward, New York at 10:05 AM on May 20, 2016; and be it further

RESOLVED, that the proper legal notice be published at least five (5) days prior to said hearing in the Whitehall Times and Greenwich Journal and Salem Press.

BUDGET IMPACT STATEMENT: Advertising costs contained in the budget.

Resolution No. 125 April 15, 2016

By Supervisors Campbell, LaPointe, Shay, Suprenant, Idleman, Haff, Pitts, O'Brien, Fedler, Shaw, Hogan

TITLE: Amend 2015 Budget – Public Safety

WHEREAS, the Department of Public Safety purchased the County's Hyper Reach program through the Homeland Security Law Enforcement Terrorism Prevention Program Grants, in the amount of \$40,000, and

WHEREAS, it has been determined by the State that a portion of the purchase will not be covered by the grant and will be the responsibility of the County; now therefore be it

RESOLVED, that the County Treasurer is hereby authorized to make the following 2015 budget amendment:

Increase Appropriation:

A3640.4200	Communications	4,445
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Decrease Appropriation:

A3640.101	Regular Time – Public Safety	4,445
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BUDGET IMPACT STATEMENT: Transfer of monies between line items.

Resolution No. 126 April 15, 2016

By Supervisors Campbell, LaPointe, Shay, Suprenant, Idleman, Haff, Pitts, O'Brien, Fedler, Shaw, Hogan

TITLE: Amend 2015 Budget – Capital Project 116 – 2014 Capital Improvements

WHEREAS, the County renewed a Bond Anticipation Note in June of 2015, in the amount of \$7,000,000 for the Sewer District LTCP, and

WHEREAS, due to the timing of the Official Statement by the County's fiscal advisors, the BAN included monies for Capital Project No. 116 that were later funded by proceeds from the sale Pleasant Valley Infirmary, and

WHEREAS, the County budget contained a budget for the interest payment of this borrowing completely within the Sewer District No 2; now therefore be it

RESOLVED, that the County Treasurer is hereby authorized to make the following 2015 budget amendment:

Increase Appropriation:

HDD9730.701	BAN Interest	8,304
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Decrease Appropriation:

HDD1620.2440	Contingency	821
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Increase Revenue:

HDD2401.01	Interest & Earnings	2,171
HDD2710	Premium From Bond Sale	5,312

BUDGET IMPACT STATEMENT: Will utilize \$821.00 of contingency funds to pay interest expense originally budgeted within the Sewer District No. 2 Fund.

Resolution No. 127 April 15, 2016

By Supervisors Campbell, LaPointe, Shay, Suprenant, Idleman, Haff, Pitts, O'Brien, Fedler, Shaw, Hogan

TITLE: To Authorize Settlement of Outstanding Department of Health Fines for Pleasant Valley

WHEREAS, Pleasant Valley incurred several Department of Health (DOH) findings of violation during County ownership from inspections that occurred on March 20, 28 and November 5, 2012, resulting in proposed fines from DOH, and

WHEREAS, the County Administrator has discussed the outstanding fines with DOH and obtained a settlement figure to resolve the matters; now therefore be it

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to sign a stipulation of settlement with DOH providing for a) settlement of the outstanding findings against Pleasant Valley resulting from inspections on March 20, 28 and November 5, 2012 and b) payment of the sum of eighteen thousand dollars (\$18,000) in fines, said stipulation being in a form approved by the County Attorney; and be it further

RESOLVED, that upon presentation of the stipulation as signed by the Chairman, the Treasurer is hereby authorized to pay said amount pursuant to the stipulation to DOH.

BUDGET IMPACT STATEMENT: \$18,000 in fine payment resolves the outstanding claims. This should resolve the last of the violations found during County ownership.

Resolution No. 128 April 15, 2016
By Supervisors LaPointe, O'Brien, Shay, Suprenant, Pitts

TITLE: Amend Employee Handbook – Health/Dental Insurance Section 7.008 to Comply with the Affordable Care Act

WHEREAS, the Personnel Committee has reviewed the policy regarding employee eligibility and have found it necessary to make changes in order to comply with the Affordable Care Act; now therefore be it

RESOLVED, that Washington County hereby adopts the following amendment to the Non-Union employee handbook:

Section # 7.008

Section 1. Employee Eligibility

~~A. All employees employed at least thirty-five (35) hours per week on a regularly scheduled basis:~~
A. Employees that work, on average, at least 30 hours of service per week (130 hours of service in a calendar month is treated as the monthly equivalent of 30 hours of service per week) as mandated in the Affordable Care Act.

BUDGET IMPACT STATEMENT: Changes made to comply with Affordable Care Act.

Resolution No. 129 April 15, 2016
By Supervisors LaPointe, O'Brien, Shay, Suprenant, Pitts

TITLE: Amend the Employee Recognition Policy to Add Employee Retirement Recognition

WHEREAS, by Resolution No. 156 of 2003, the Board of Supervisors established an Employee Recognition policy authorizing service pins upon 5, 10, 15, 20, 25, 30, 35 and 40 years of service, and

WHEREAS, the Personnel Committee recommends adding an employee retirement recognition for employees retiring with ten years of total service accumulative, and

WHEREAS, the Committee recommends allocating up to \$75 for an item of appreciation, item to be chosen by the Personnel Director; now therefore be it

RESOLVED, that the Employee Recognition Policy be amended to add the following:

The Personnel Department will be authorized to purchase a retirement recognition item for employees (Washington County and Sewer District II) retiring with ten years of total service accumulative. An amount of up to \$75 will be allocated for the item of appreciation and will be chosen by the Personnel Director and be standard for everyone no matter how many years of service.

BUDGET IMPACT STATEMENT: Funds will be allocated in the Personnel Department budget. There are about four or five retirements a year, making an estimated annual cost of \$375.

Resolution No. 130 April 15, 2016

By Supervisors Campbell, LaPointe, Shay, Suprenant, Idleman, Haff, Pitts, O'Brien, Fedler, Shaw, Hogan

TITLE: To Authorize Use of Private Vehicles in Certain Situations for County Business

WHEREAS, the Washington County Employee Handbook Section 6.007 and the Travel Policy state that it is the policy of the County that county owned vehicles will be used whenever possible, and

WHEREAS, with the new counsel at first appearance program due to begin, it appears that use of personal vehicles and payment of mileage will provide a more efficient method of transportation to and from Court, and

WHEREAS, the Finance Committee has recommended amending the above policy and handbook section by allowing use of personal vehicles for after-hours counsel at first appearance proceedings; now therefore be it

RESOLVED, that Section 6.007 of the Handbook and the Travel Policy are hereby amended to allow attorneys in the District Attorney's Office and Public Defender's Office to use private vehicles for the counsel at first appearance program and receive mileage at the standard County rate for such, upon submission of proper documentation; and be it further

RESOLVED, that nothing in this resolution shall allow for use of personal vehicles for County business for purposes other than after business hours proceedings pursuant to this program; and be it further

RESOLVED, that this change shall not apply to any non attorney personnel of either office.

BUDGET IMPACT STATEMENT: Unknown at this time. Will fluctuate depending on number and location of appearances.

Resolution No. 131 April 15, 2016

By Supervisors Campbell, LaPointe, Shay, Suprenant, Idleman, Haff, Pitts, O'Brien, Fedler, Shaw, Hogan

TITLE: Remove the Title of Code Enforcement Administrator (Annual Stipend) from the Exempt Salary Schedule and Place on the Grade Schedule and Amend Staffing Pattern

WHEREAS, currently the Code Enforcement Office has four (4) full time Code Enforcement Officers, one of which holds the Code Enforcement Administrator title and is paid hourly as a Code Enforcement Officer plus a stipend and the Public Safety Committee recommends changing the structure of the Code Enforcement Office to one (1) Code Enforcement Administrator and four (4) Code Enforcement Officers for a total of five (5) full time positions, and

WHEREAS, the Personnel Committee recommends placing the Code Enforcement Administrator position on the hourly grade schedule, and

WHEREAS, the Finance Committee recommends placing the Code Enforcement Administrator on the Grade Schedule at Grade 17, 40 hours a week; now therefore be it

RESOLVED, that effective upon the retirement of the current stipend Code Enforcement Administrator the following changes be made:

- Remove the title of Code Enforcement Administrator (annual stipend) from the Exempt Salary Schedule
- Place the title of Code Enforcement Administrator on the Grade Schedule at Grade 17, 40 hours per week
- Amend the Staffing Pattern Removing the Code Enforcement Administrator Stipend and adding the Code Enforcement Administrator 40 hours a week by one (1)

BUDGET IMPACT STATEMENT: Annual salary of Code Enforcement Administrator will be approximately \$49,600 plus benefits.

Resolution No. 132 April 15, 2016
By Supervisors LaPointe, O'Brien, Suprenant, Pitts

TITLE: Amend Staffing Pattern – Public Defender

WHEREAS, Resolution No. 81 of 2016 authorized amending the Staffing Pattern to add one temporary part time Legal Assistant in the Public Defender's office, and

WHEREAS, the Public Defender has requested that this position be made permanent full time 40 hours a week in order to be able to handle the administrative work for the eight attorneys in the office, and

WHEREAS, Hurrell-Harring will provide full funding for this position; now therefore be it

RESOLVED, that the Staffing Pattern for the Public Defender be amended decreasing the temporary part time Legal Assistant by one (1) and increasing full time Legal Assistant 40 hours a week by one (1).

BUDGET IMPACT STATEMENT: Funding for this position to be covered by Hurrell-Harring settlement.