

Resolution No. 307 December 21, 2018
By Supervisor Henke

TITLE: To Set Date of Organizational Meeting

RESOLVED, that the Organizational Meeting of the 2019 Washington County Board of Supervisors will be held at 2:00 PM on Wednesday, January 2, 2019 in the Supervisors' Chambers, County Office Building B, Fort Edward, New York.

BUDGET IMPACT STATEMENT: None.

Resolution No. 308 December 21, 2018
By Supervisor Hogan

TITLE: To Adopt Introductory Local Law "D" of 2018

WHEREAS, Introductory Local Law "D" of 2018 establishes a rate schedule of charges for discharges into the Washington County Sewer District No. 1 sewerage system and all systems tributary thereto for the fiscal year 2019, and

WHEREAS, pursuant to Resolution No. 280 adopted November 16, 2018, the Board of Supervisors scheduled and conducted a public hearing on Introductory Local Law "D" of 2018 in the Supervisors' Chambers, Fort Edward, New York on the 21st day of December, 2018 at which time all interested parties were given the opportunity to speak; now therefore be it

RESOLVED, that the Board of Supervisors of the County of Washington, New York does hereby enact Introductory Local Law "D" of 2018 effective January 1, 2019.

BUDGET IMPACT STATEMENT: The sewer rates are figured into the 2019 budget.

Resolution No. 309 December 21, 2018

By Supervisor Shaw, Campbell, Shay, Idleman, Haff, Hicks, O'Brien, Fedler, Moore, Skellie, Hogan

TITLE: To Levy Taxes Required for Purposes of Annual Budgets in the Towns of Washington County

WHEREAS, there has been presented to the Board of Supervisors a duly certified copy of the Annual Budget of each of the several towns in the County of Washington for the fiscal year beginning January 1, 2019, in which are set forth the various amounts required to be raised by taxation for general and other purposes of each of the said towns as well as the special and improvement districts therein; now therefore be it

RESOLVED, that there shall be hereby assessed and levied upon and collected from the taxable property situated in the several towns of Washington County outside of any incorporated Village of partially located therein; for general town purposes and all other purposes, and from the several towns as hereinafter set forth in the following table, or statement, all as specified in the respective annual budgets of the several towns to wit:

TOWN	GENERAL FUND	HIGHWAY TOWNWIDE (#2,3,4)	HWY-TOWN OUTSIDE VILLAGE	DISTRICT	LIGHT DISTRICT	TOWN GEN. OUTSIDE VILLAGE	FIRE PROT. OUTSIDE VILLAGE
ARGYLE	431,876.00	555,435.00	375,378.00			2,155.00	87,847.00 42,588.00
CAMBRIDGE	199,318.00	243,213.00	199,703.00			12,066.00	31,838.00 9,000.00 15,978.00
DRESDEN	155,099.00	550,701.00		0.00 24,532.00			45,000.00 30,000.00
EASTON	211,080.00	4,000.00	497,055.00			35,700.00	77,643.00 38,822.00 3,844.00
FORT ANN	285,726.00	617,338.00	413,429.00	240,636.00			204,390.00 98,490.00 244,934.00
FORT EDWARD	647,312.00		464,750.00	0.00 37,955.00	29,500.00	70,150.00	341,555.40
GRANVILLE	301,400.00	424,000.00	261,800.00	45,000.00	5,500.00 3,500.00	10,767.00	87,465.00 69,019.00 69,251.00
GREENWICH	367,690.00	15,725.00	561,500.00		1,700.00 3,200.00 1,300.00 4,900.00 1,700.00	30,530.00	111,896.00 90,221.00 73,208.00 18,450.00
HAMPTON	48,445.00	214,893.00					41,616.00 7,756.00
HARTFORD	232,780.00	525,043.00					156,453.00
HEBRON	173,903.00	487,536.00			3,200.00		70,770.00
JACKSON	140,506.00	429,600.00					31,535.00 16,500.00 52,020.00 3,150.00
KINGSBURY	491,600.00	220,500.00	531,500.00	12,400.00		50,080.00	250,500.00
PUTNAM	352,950.00	519,993.00					120,345.00
SALEM	149,771.00	508,479.00		91,000.00	5,700.00 18,000.00		165,002.00 51,671.00
WHITE CREEK	222,087.00	107,798.00	537,820.00			3,814.00	100,070.00
WHITEHALL	379,000.00	264,000.00	141,118.00			11,893.00	125,793.00
TOTALS	4,790,543.00	5,688,254.00	3,984,053.00	451,523.00	78,200.00	227,155.00	2,984,620.40

Local Law “E” Amended Resolution No. 310 December 21, 2018
By Supervisor Middleton

TITLE: To Adopt Introductory Local Law “E” of 2018

WHEREAS, Introductory Local Law “E” of 2018 establishes a rate schedule of charges for discharges into the Washington County Sewer District No. 2 sewerage system and all systems tributary thereto for the fiscal year 2019, and

WHEREAS, pursuant to Resolution No. 281 adopted November 16, 2018, the Board of Supervisors scheduled and conducted a public hearing on Introductory Local Law “E” of 2018 in the Supervisors’ Chambers, Fort Edward, New York on the 21st day of December, 2018 at which time all interested parties were given the opportunity to speak; now therefore be it

RESOLVED, that the Board of Supervisors of the County of Washington, New York does hereby enact Introductory Local Law “E” of 2018 effective January 1, 2019.

BUDGET IMPACT STATEMENT: The sewer rates are figured into the 2019 budget.

Resolution No. 311 December 21, 2018
By Supervisors Fedler, Shaw, Hicks, Skellie, Middleton, Rozell

TITLE: Authorizing Agreement Between the County of Washington and the County of Warren for the Removal of Snow and Salting/Sanding to Control Ice on Paved Warren County Road for 2019

WHEREAS, for the safety of the general public, all roads must be maintained during the winter months by removing snow and salting/sanding to control ice and snow on paved roads, and

WHEREAS, certain Warren County roads lead into Washington County roads, which roads are maintained by Washington County, and

WHEREAS, it has been recommended that an agreement be continued between the County of Warren and the County of Washington for the removal of snow and salting/sanding to control ice and snow on 0.68 miles of paved Warren County roads located within the County of Warren leading into Washington County at the following rates:

\$8,260.59 per mile Plow/Sand with typical snow/ice removal operations between storms, adjust miles appropriate for multiple lane highways.
0.68 Miles @ \$8,260.59 = \$5,617.20

\$554.00 per mile Sweep and remove road sand in spring after winter operations are completed one time per year.
0.68 Miles @ \$554.00 = \$376.72

; now therefore be it

RESOLVED, that the Chairman of the Board of Supervisors be, and he hereby is, authorized to enter into an agreement on behalf of the County of Washington with the County of Warren for snow removal and salting/sanding to control ice and snow on paved Warren County roads located within the County of Warren, which roads are maintained by Washington County, for a term commencing January 1, 2019 and terminating December 31, 2019, in a form approved by the County Attorney.

BUDGET IMPACT STATEMENT: This will provide approximately \$5,994 of revenue for the Department of Public Works.

Resolution No. 312 December 21, 2018
By Supervisors Hicks, Hogan, O'Brien, Moore, Clary

TITLE: To Adopt the Washington County Hazard Mitigation Plan

WHEREAS, the County of Washington, New York, with the assistance from the Towns and Villages of Washington County and Tetra-Tech, have gathered information and prepared the Washington County Hazard Mitigation Plan, and

WHEREAS, the Washington County Hazard Mitigation Plan has been prepared in accordance with the Disaster Mitigation Act of 2000, and

WHEREAS, the County of Washington is a local unit of government that has afforded the citizens an opportunity to comment and provide input in the Plan and the actions in the Plan, and

WHEREAS, the County of Washington has reviewed the Plan and affirms that the Plan will be updated no less than every five years; now therefore be it

RESOLVED, by the Board of Supervisors that the County of Washington adopts the Washington County Hazard Mitigation Plan as this jurisdiction's Natural Hazard Mitigation Plan, and resolves to execute the actions in the Plan.

BUDGET IMPACT STATEMENT: None.

Resolution No. 313 December 21, 2018
By Supervisors Hogan, O'Brien, Haff, Shaw, Ferguson, Middleton

TITLE: Authorize Out of State Travel – Treasurer's Office and Information Technology

WHEREAS, the County converted to a new county-wide financial software program and the Treasurer has requested attendance at the annual school given by the vendor to learn the additional report writing available with this program, and

WHEREAS, this training would benefit the County in the reports that could be created out of the software and once taught, the employees attending the school could then teach other users; now therefore be it

RESOLVED, that this Board hereby authorizes out of state travel to one employee in the Treasurer's Office and one employee in the Information Technology Department for the purpose of report writer and other available training at the Tyler users conference in Texas in April of 2019.

BUDGET IMPACT STATEMENT: Money included in the department's budget.

Resolution No. 314 December 21, 2018

By Supervisors Shaw, Campbell, Shay, Haff, Hicks, O'Brien, Fedler, Moore, Skellie, Hogan

TITLE: To Adopt Introductory Local Law "F" of 2018

WHEREAS, Introductory Local Law "F" of 2018 providing for the salaries of the County Administrator, County Attorney, Commissioner of Social Services, Superintendent of Public Works, Sheriff, County Clerk, County Treasurer, Director of Real Property Tax Services, Coroners, Election Commissioners, Personnel Officer for the calendar year 2019 was duly presented to the Board of Supervisors, and

WHEREAS, pursuant to Resolution No. 301 adopted November 16, 2018 authorizing a public hearing to be held December 21, 2018 in the Supervisors' Chambers, Fort Edward, New York on proposed Introductory Local Law "F" of 2018 and notice of such hearing having been properly advertised and all persons appearing at such hearing having been heard; now therefore be it

RESOLVED, that the Board of Supervisors of the County of Washington, New York does hereby adopt Introductory Local Law "F" of 2018; and be it further

RESOLVED, that this local law be effective upon filing with the Secretary of State of the State of New York.

BUDGET IMPACT STATEMENT: Salaries contained in the 2019 budget.

Resolution No. 315 December 21, 2018
By Supervisor Henke

TITLE: Reappointment to the Washington County Soil & Water Conservation District Board

WHEREAS, the term of the Grange Representative on the Soil and Water Conservation District Board expires on December 31, 2018; now therefore be it

RESOLVED, that Catherine Ziehm be reappointed to the position of Soil and Water Conservation District Board Grange representative for a three-year term commencing January 1, 2019 and expiring December 31, 2021.

BUDGET IMPACT STATEMENT: None.

Resolution No. 316 December 21, 2018
By Supervisors Fedler, Shaw, Hicks, Skellie, Middleton, Rozell

TITLE: A Resolution Authorizing the Implementation, and Funding in the First Instance 100% of the Federal-Aid and State "Marchiselli" Program-Aid Eligible Costs, of a Transportation Federal-Aid Project, and Appropriating Funds Therefore, Supplemental #3

WHEREAS, a project **CR 10 over the Poultney River, Town of Whitehall, NY** P.I.N. 1757.25 (the "Project") is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs such program to be borne at the ratio of 80% Federal funds 20% State Other Funds, and

WHEREAS, the County of Washington desires to advance the Project by making a commitment of 100% of the non-federal share of the costs of Design, ROW Acquisition and Construction, Construction Inspection; now therefore be it

RESOLVED, that the County Board of Supervisors duly convened does hereby approve the above-subject project; and be it further

RESOLVED, that the County Board of Supervisors hereby authorizes Washington County to pay in the first instance 100% of the federal and non-federal share of the cost of Design, ROW Acquisition and Construction, Construction Inspection work for the Project or portions thereof; and be it further

RESOLVED, that the sum of \$168,741 has been appropriated from the capital project and made available to cover the cost of participation in the above phases of the Project; and be it further

RESOLVED, that the additional sum of \$719,937 is hereby appropriated from the capital project and made available to cover the cost of participation in the above phases of the Project; and be it further

RESOLVED, that in the event the full federal and non-federal share costs of the project exceeds the amount appropriated above, the County Board of Supervisors shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the New York State Department of Transportation thereof; and be it further

RESOLVED, that the County Board of Supervisors Chairman be and is hereby authorized to execute all necessary agreements, certifications or reimbursement requests for Federal Aid and/or Marchiselli Aid on behalf of the County of Washington with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of project costs and permanent funding of the local share of the federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible; and be it further

RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project; and be it further

RESOLVED, this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: Joint project with Vermont.

Resolution No. 317 December 21, 2018
By Supervisors Hicks, Fedler, Idleman, O'Brien, Hogan

TITLE: Amend the Non-Union Grade Schedule and Staffing Pattern for Pavement Management Intern

WHEREAS, the title of Pavement Management Summer Intern is currently listed on the Staffing Pattern and non-union grade schedule at grade 9, and

WHEREAS, the Personnel Officer recommends the title be changed to Pavement Management Intern to allow the DPW Superintendent to bring this position back during college breaks and for the summer, and

WHEREAS, the Personnel Committee recommends the same; now therefore be it

RESOLVED, that the Non-Union Grade Schedule be amended by changing the title of Pavement Management Summer Intern to Pavement Management Intern; and be it further

RESOLVED, that the 2018 Staffing Pattern for DPW Road Fund be amended to reflect the same.

BUDGET IMPACT STATEMENT: None. Title change only.

Resolution No. 318 December 21, 2018
By Supervisor Henke

TITLE: Reappoint Member to the Lake Champlain Lake George Regional Planning Board

WHEREAS, the Lake Champlain Lake George Regional Planning Board is comprised of representatives from five counties, and

WHEREAS, the term of Richard Moore, Supervisor of the Town of Fort Ann expires on December 31, 2018; now therefore be it

RESOLVED, that Richard Moore, Supervisor of the Town of Fort Ann is hereby reappointed to the Lake Champlain Lake George Regional Planning Board for a term commencing January 1, 2019 and expiring December 31, 2021.

BUDGET IMPACT STATEMENT: None.

Resolution No. 319 December 21, 2018
By Supervisors Hicks, Fedler, Idleman, O'Brien, Hogan

TITLE: Amend Staffing Pattern – Jail

WHEREAS, a Senior Account Clerk at the Jail has resigned, and

WHEREAS, the Sheriff is seeking to fill that position with an Account Clerk, and

WHEREAS, the Sheriff has requested a part time temporary Senior Account Clerk during the transition, and

WHEREAS, the Personnel Committee has authorized backfilling the Senior Account Clerk position with an Account Clerk and a part time temporary Senior Account Clerk for up to three months, and

WHEREAS, the 2018 Staffing Pattern needs to be amended to reflect these changes; now therefore be it

RESOLVED, that the Staffing Pattern for the Jail be amended to decrease Senior Account Clerk full time by one (1), increase Senior Account Clerk part time temporary by one (1) and increase Account Clerk full time by one (1).

BUDGET IMPACT STATEMENT: Sufficient funds in the budget to cover these personnel changes.

Resolution No. 320 December 21, 2018
By Supervisors O'Brien, Hogan, Fedler, Moore, Ferguson, Middleton, Clary

TITLE: To Accept FY 2017 Cybersecurity Grant Program Award and Authorize Chairman's Signature

WHEREAS, the County has identified the importance of enhancing its cybersecurity infrastructure and practices, and

WHEREAS, the County has recently created the position of Cybersecurity Officer, and

WHEREAS, the Cybersecurity Officer recently applied to a competitive Cybersecurity Grant Program to access \$50,000 in Federal funds made available through the New York State Department of Homeland Security and Emergency Services, and

WHEREAS, Washington County's application was successful, and

WHEREAS, the Information Technology Committee has recommended accepting this funding; now therefore be it

RESOLVED, Washington County hereby accepts the funding provided via its successful application to the FY 2017 Cybersecurity Grant Program; and be it further

RESOLVED, that the Chairman of the Board is hereby authorized to sign any and all documents necessary to accept and receive these funds, in a form approved by the County Attorney.

BUDGET IMPACT STATEMENT: \$50,000 of 100% Federal Funds will be used to purchase tools to assist the County in strengthening its cybersecurity program.

Amended 12/21/18

Resolution No. 321 December 21, 2018

By Supervisors Shaw, Campbell, Shay, Idleman, Haff, Hicks, O'Brien, Fedler, Moore, Skellie, Hogan

TITLE: To Award RFP for Planning and Development of the Champlain Canalway Trail Fort Ann to Whitehall Segment

WHEREAS, the County applied for, and received a grant to conduct planning and development of a segment of the Champlain Canalway Trail from Fort Ann to Whitehall, and

WHEREAS, the County issued RFP #35 of 2018 on September 26, 2018, and

WHEREAS, there were two responses to this solicitation received, and

WHEREAS, after review of the submitted proposals, the Agriculture, Planning, Tourism and Community Development Committee has recommended awarding this RFP to The Chazen Companies of Glens Falls for a price of **\$395,800**; now therefore be it

RESOLVED, RFP #35 of 2018 is hereby awarded to The Chazen Companies of Glens Falls for the planning and development of the Fort Ann to Whitehall segment of the Champlain Canalway Trail; and be it further

RESOLVED, the Chairman of the Board is hereby authorized to execute a contract with The Chazen Companies to complete the scope of work outlined in the RFP in a form to be reviewed and approved by the County Attorney; **and be it further**

RESOLVED, the County hereby accepts the New York State grant in the amount of \$430,000 to conduct this project, and the Chairman of the Board is hereby authorized to sign the State Contract and any other documents required to execute the grant agreement with the State, in a form to be reviewed and approved by the County Attorney.

BUDGET IMPACT STATEMENT: Grant funding of \$430,00 is available for this stage of the project.

Resolution No. 322 December 21, 2018

By Supervisors Shaw, Campbell, Shay, Idleman, Haff, Hicks, O'Brien, Fedler, Moore, Skellie, Hogan

TITLE: To Write Off Taxes – Town of Fort Ann

WHEREAS, on the 2015 assessment roll, for the Town of Fort Ann, there appears an assessment for Savvis Communications, being tax map number 628.1-9999-705.820-1885, and

WHEREAS, it has been determined after a thorough investigation, that the total assessed value should have been changed to zero, based on a Telecommunications listing from New York State ORPTS, and

WHEREAS, Section 558 of the Real Property Tax law allows for the cancellation of void taxes where the tax lien is rendered permanently unenforceable; now therefore be it

RESOLVED, that the Board of Supervisors authorizes the County Treasurer to cancel any unpaid taxes on the parcel; and be it further

RESOLVED, that the amount of taxes so cancelled be charged back to the respective taxing jurisdictions as allowed by law.

BUDGET IMPACT STATEMENT: Amounts to be charged back the following year.

Resolution No. 323 December 21, 2018

By Supervisors Shaw, Campbell, Shay, Idleman, Haff, Hicks, O'Brien, Fedler, Moore, Skellie, Hogan

TITLE: To Award Contract for County Auction Services and Authorize Supplemental Auction of Surplus County Parcels

WHEREAS, the County annually auctions off parcels it acquires through the tax foreclosure process, and

WHEREAS, an RFP was issued in 2018 to which Auctions International was the winning respondent, and

WHEREAS, staff has recommended the County enter into a contract with Auctions International for calendar years 2019 and 2020 for the auctioning of all County property, and

WHEREAS, the County has certain parcels it had determined to be unnecessary for its use, and

WHEREAS, pursuant to County Law §215, these parcels must be auctioned for the County to divest itself of them, and

WHEREAS, there is a need to offer two parcels located in the Village of Hudson Falls prior to the annual tax foreclosure auction; now therefore be it

RESOLVED, a waiver from the RFP requirement of the County purchasing policy is hereby granted for the auction services used to sell County-owned property for the years 2019 and 2020; and be it further

RESOLVED, the Chairman of the Board of Supervisors is hereby authorized to execute a contract with Auctions International for these services under the terms and conditions contained within their submission to the 2018 RFP in a form to be reviewed and approved by the County Attorney; and be it further

RESOLVED, a supplemental auction of the two parcels located on John Street in the Village of Hudson Falls is hereby authorized to take place separately from the annual tax foreclosure auction at a time to be determined by the County and the auction service provider.

BUDGET IMPACT STATEMENT: Services are paid through fees assessed to successful bidder.

Resolution No. 324 December 21, 2018

By Supervisors Shaw, Campbell, Shay, Idleman, Haff, Hicks, O'Brien, Fedler, Moore, Skellie, Hogan

TITLE: Amend Budget – Sewer District No. 2

WHEREAS, the Washington County Sewer District was awarded an Environmental Planning grant for the study of inflows and infiltrations (I&I), and

WHEREAS, the Executive Director of the Sewer District has requested the carryover of unspent grants funds to cover the final payment; now therefore be it

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

Increase Appropriation:

GB.8000.8110.4625.01	SD #2 – Grants Other	3,700
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Increase Revenue:

GB.8000.8110.3902	State Aid for Planning Studies	3,700
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BUDGET IMPACT STATEMENT: Carry forward grant funds to cover final payment for I&I study.

Resolution No. 325 December 21, 2018

By Supervisors Shaw, Campbell, Shay, Idleman, Haff, Hicks, O'Brien, Fedler, Moore, Skellie, Hogan

TITLE: To Amend Mental Health Budget to Cover Unanticipated CPL §730 Expenses

WHEREAS, §730 of the New York State Criminal Procedure Law outlines the thresholds and procedures for the psychiatric examination of persons charged with a crime and whose fitness to stand trial for such offenses is unclear, and

WHEREAS, these examinations are ordered by the criminal court before which the defendant appears, and

WHEREAS, the costs for these examinations and the subsequent committals ensuing when the accused is found to be incompetent to stand trial are borne by the County and the State, and

WHEREAS, the annual expenses for these situations is highly variable and nearly impossible to forecast, and

WHEREAS, the County has experienced a drastic increase in these expenses during 2018, and

WHEREAS, the 2018 Mental Health Budget does not contain enough funds to cover these mandated expenses; now therefore be it

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

Increase Revenue:

A.599	Appropriated Fund Balance	180,000
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Increase Appropriation:

A.4390.4290	Program Expenses	180,000
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BUDGET IMPACT STATEMENT: \$180,000 in Fund Balance will be applied to these expenses in addition to the \$35,000 originally budgeted and the \$20,000 added in October for an anticipated total expense of \$235,000 for 2018.

Resolution No. 326 December 21, 2018

By Supervisors Shaw, Campbell, Shay, Idleman, Haff, Hicks, O'Brien, Fedler, Moore, Skellie, Hogan

TITLE: To Amend 2018 DSS Budget for Child Abuse or Neglect Prevention and Treatment Act State Grant

WHEREAS, the Consolidated Appropriations Act of 2018 made available \$85.3M for Child Abuse or Neglect Prevention and Treatment Act State grants in FFY 2018, and

WHEREAS, this funding was provided by the Federal Government to the various states to improve local responses to families and infants affected by substance use disorders and develop plans of safe care for substance exposed infants, and

WHEREAS, funding is available to Washington County in the amount of \$70,000 as the first-year of a proposed five-year program, and

WHEREAS, this funding is intended to identify and assist families experiencing substance abuse disorders and, in the development, implementation and monitoring of plans of safe care for infants of families affected by substance abuse disorders, and

WHEREAS, the Commissioner of Social Services has developed a recommended strategy to achieve these goals through a contract with Center for Recovery and the provision of Certified Alcohol and Substance Abuse Counseling services to the target populations, and

WHEREAS, the Health and Human Services Committee has recommended the acceptance of these funds and the implementation of the Commissioner's proposal, and

WHEREAS, the Health and Human Services Committee has granted an exemption from the County's Procurement Policy requiring the issuance of a Request for Proposals for the retention of professional services in this amount; now therefore be it

RESOLVED, Washington County hereby accepts these funds, in the amount of \$70,000; and be it further

RESOLVED, that the Chairman of the Board is hereby authorized to execute any and all documents necessary for receipt and acceptance of these funds; and be it further

RESOLVED, that the Chairman of the Board is hereby authorized to execute a contract with Center for Recovery for the provision of services as outlined by the Commissioner and recommended by the Health and Human Services Committee; and be it further

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

<u>Increase Appropriation:</u>		
A.6109.4290	Family Assistance	70,000
 <u>Increase Revenue:</u>		
A.6010.4609	Federal Aid – Aid to Dependent Children	70,000

BUDGET IMPACT STATEMENT: 100% Federal funding for the provision of these additional services.

Resolution No. 327 December 21, 2018

By Supervisors Shaw, Campbell, Shay, Idleman, Haff, Hicks, O'Brien, Fedler, Moore, Skellie, Hogan

TITLE: Amend Budget – Capital Project No. 81 – CR10 Bridge Over the Poultney River – Supplemental #3 and Authorize Interfund Loan

WHEREAS, a Capital Project was established in 2005 to track all costs associated with the rehabilitation/replacement of the CR10 Bridge Over the Poultney River in conjunction with the State of Vermont, and

WHEREAS, Washington County has received supplemental agreement #3 for additional design costs, right of way acquisition, construction and construction inspection, which needs to be added to the project budget; now therefore be it

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

Increase Appropriation:

H81.5000.5120.2006.02	Design	25,000
H81.5000.5120.2006.05	Bridge Construction	<u>116,937</u>
		141,937

Decrease Revenue:

H81.5000.5120.5031	Interfund Revenue	36,350
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Increase Revenue:

H81.5000.5120.3597	State Aid	64,737
H81.5000.5120.4597	Federal Aid	<u>113,550</u>
		178,287

; and be it further

RESOLVED, that the County Treasurer is hereby authorized to make an interfund loan from the general fund not to exceed the total amount of authorized Federal and State Marchiselli aid.

BUDGET IMPACT STATEMENT: The local share is being funded by additional State resources. The Project is currently funded at \$888,678, with \$710,943 in federal aid and \$177,735 in state aid. Returns local share of \$36,350 to the general fund.

Resolution No. 328 December 21, 2018

By Supervisors Shaw, Campbell, Shay, Idleman, Haff, Hicks, O'Brien, Fedler, Moore, Skellie, Hogan

TITLE: To Close Solid Waste Fund

WHEREAS, the County formerly owned and operated five (5) solid waste transfer stations, and

WHEREAS, the County has sold these facilities and no longer operates them, and

WHEREAS, the expenses and revenues of the County's prior solid waste operations were tracked via the Solid Waste Fund, and

WHEREAS, there is no longer a need for this fund; now therefore be it

RESOLVED, the County Treasurer is hereby authorized and directed to close the Solid Waste Fund; and be it further

RESOLVED, the Fund Balance of the Solid Waste Fund is hereby transferred to the General Fund.

BUDGET IMPACT STATEMENT: \$997,387 will be transferred to the General Fund.

Resolution No. 329 December 21, 2018

By Supervisors Shaw, Campbell, Shay, Idleman, Haff, Hicks, O'Brien, Fedler, Moore, Skellie, Hogan

TITLE: To Close Capital Project Number 116 – 2014 Capital Improvements

WHEREAS, Capital Project Number 116 was created to carryout and track several capital improvement projects, and

WHEREAS, as part of the County's adoption of the new 5-year Capital Plan it has been recommended to create one centralized Capital Project to track the various projects making up the 5-year plan, and

WHEREAS, Capital Project Number 116 is hereby no longer necessary; now therefore be it

RESOLVED, that Capital Project 116 is hereby closed; and be it further

RESOLVED, the Fund Balance of Capital Project 116 is hereby transferred to the General Fund.

BUDGET IMPACT STATEMENT: \$474,080 will be transferred to the General Fund.

Resolution No. 330 December 21, 2018

By Supervisors Shaw, Campbell, Shay, Idleman, Haff, Hicks, O'Brien, Fedler, Moore, Skellie, Hogan

TITLE: To Close Capital Project Number 119 – 2016 Capital Improvements

WHEREAS, Capital Project Number 119 was created to carryout and track several capital improvement projects, and

WHEREAS, as part of the County's adoption of the new 5-year Capital Plan it has been recommended to create one centralized Capital Project to track the various projects making up the 5-year plan, and

WHEREAS, Capital Project Number 119 is hereby no longer necessary; now therefore be it

RESOLVED, Capital Project 119 is hereby closed; and be it further

RESOLVED, the Fund Balance of Capital Project 119 is hereby transferred to the General Fund.

BUDGET IMPACT STATEMENT: \$136,810 will be transferred to the General Fund.

Amended 12/21/18

Resolution No. 331 December 21, 2018

By Supervisors Shaw, Campbell, Shay, Idleman, Haff, Hicks, O'Brien, Fedler, Moore, Skellie, Hogan

TITLE: To Create Capital Project 125 – Capital Improvement Plan

WHEREAS, the County has prepared and adopted a 5-year Capital Plan to plan for and conduct various projects to preserve and enhance the assets of the County, and

WHEREAS, the Board of Supervisors has recommended the creation of a centralized Capital Project to track all investments to, and activity undertaken toward the implementation of this plan, and

WHEREAS, the several previously utilized Capital Projects have been closed; now therefore be it

RESOLVED, that the County Treasurer is hereby authorized and directed to make the following amendment to the 2018 General Fund budget:

Increase Revenue:

A.9900.1051	Gain – Sale of Tax Acquired Property	455,153
A.9900.5031	Interfund Revenues	<u>1,608,277</u>
		2,063,430

Increase Appropriation:

A.9000.9901.01	Interfund Transfer to Capital Projects	2,063,430
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; and be it further

RESOLVED, that the County Treasurer is hereby authorized and directed to create Capital Project 125 – Capital Improvement Plan as follows:

CAPITAL PROJECT 125 – CAPITAL IMPROVEMENT PLAN

Increase Revenue:

(No. to be assigned by Treas.)	Interfund Revenue	2,063,430
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Increase Appropriation:

(No. to be assigned by Treas.)	Cooling Tower Replacement 2019	160,000
(No. to be assigned by Treas.)	LEC RTU Replacement 2019	500,000
(No. to be assigned by Treas.)	Contingency	<u>1,403,430</u>
		2,063,430

BUDGET IMPACT STATEMENT: **\$2,063,430** will be transferred from General Fund to newly created Capital Project 125 – Capital Improvement Plan.

Resolution No. 332 December 21, 2018

By Supervisors Shaw, Campbell, Shay, Idleman, Haff, Hicks, O'Brien, Fedler, Moore, Skellie, Hogan

TITLE: To Award RFQ for Engineering and Design for Sewer District No. 2 Long-Term Control Plan Phase III Work

WHEREAS, Sewer District No. 2 has an approved Long-Term Control Plan for the district, and

WHEREAS, the district has made significant progress in achieving the goals of the LTCP, and

WHEREAS, the district is now prepared to undertake Phase III of the LTCP, and

WHEREAS, in order to obtain engineering and design services for Phase III, Washington County issued Request for Qualifications via solicitation #32 of 2018 on August 8, and

WHEREAS, three (3) responses were received from this solicitation, and

WHEREAS, the staff of the district reviewed all submissions and selected two finalists to be interviewed, and

WHEREAS, a group of district employees, commissioners, and County staff conducted interviews with the selected finalists on Wednesday, November 28, 2018, and

WHEREAS, there was consensus amongst those present for the interviews that Wendel of Williamsville, New York was the most qualified respondent, and

WHEREAS, this recommendation was presented to the district Board of Commissioners at their subsequent meeting, and

WHEREAS, the Board of Commissioners agreed with the recommendation of the staff and those present during the interviews; now therefore be it

RESOLVED, the RFQ released on August 8, 2018 via solicitation #32 of 2018 is hereby awarded to Wendel of Williamsville, New York; and be it further

RESOLVED, that the Chairman of the Board is hereby authorized to execute a contract with Wendel for the services outlined in phase III of the district's Long-Term Control Plan in a form to be reviewed and approved by the County Attorney.

BUDGET IMPACT STATEMENT: Total costs are unknown at this time. Costs will be borne 100% by the rate-payers of the district.

Resolution No. 333 December 21, 2018

By Supervisors Shaw, Campbell, Shay, Idleman, Haff, Hicks, O'Brien, Fedler, Moore, Skellie, Hogan

TITLE: To Award Bid for Replacement of Fuel System at the Putnam Highway Barn

WHEREAS, there is a need to replace the fuel system at the County's Putnam Highway Barn,
and

WHEREAS, bid #39 of 2018 was released on November 11, 2018, and

WHEREAS, three (3) responses were received with S&W Services of East Syracuse being the
only compliant bidder with a bid of \$60,865; now therefore be it

RESOLVED, Bid #39 of 2018 for the replacement of the fuel system at the Putnam Highway
Barn is hereby awarded to S&W Services of East Syracuse for the amount of \$60,865; and be it further

RESOLVED, the Chairman of the Board of Supervisors is hereby authorized to sign a contract
with S&W Services of East Syracuse for the scope of services outlined in the bid documents in a form
to be reviewed and approved by the County Attorney.

BUDGET IMPACT STATEMENT: Funds are contained within the 2018 County Road Machinery budget
for this project.

Resolution No. 334 December 21, 2018

By Supervisors Shaw, Campbell, Shay, Idleman, Haff, Hicks, O'Brien, Fedler, Moore, Skellie, Hogan

TITLE: To Award Bid for Replacement of Air Handling Units at Washington County Law Enforcement Center

WHEREAS, there is a need to replace two air handling units at the County's Law Enforcement Center, and

WHEREAS, the County contracted with C.T. Male Associates to conduct the engineering and prepare the bid documents for this replacement, and

WHEREAS, bid #37 of 2018 was released on October 26, 2018, and

WHEREAS, four (4) responses were received with T. McElligott Inc. of Troy being the low bidder with a bid amount of \$499,800; now therefore be it

RESOLVED, Bid #37 of 2018 for the replacement of air handling units at the County's Law Enforcement Center is hereby awarded to T. McElligott Inc. of Troy for the amount of \$499,800; and be it further

RESOLVED, the Chairman of the Board of Supervisors is hereby authorized to sign a contract with T. McElligott Inc. of Troy for the scope of services outlined in the bid documents in a form to be reviewed and approved by the County Attorney.

BUDGET IMPACT STATEMENT: Funds have been dedicated within the Capital Improvement Plan Capital Project for this project.

Resolution No. 335 December 21, 2018

By Supervisors Shaw, Campbell, Shay, Idleman, Haff, Hicks, O'Brien, Fedler, Moore, Skellie, Hogan

TITLE: To Award Bid for Replacement of Cooling Tower at Washington County Municipal Center

WHEREAS, there is a need to replace the cooling tower at the County's Municipal Center, and

WHEREAS, the County contracted with C.T. Male Associates to conduct the engineering and prepare the bid documents for this replacement, and

WHEREAS, bid #38 of 2018 was released on October 26, 2018, and

WHEREAS, four (4) responses were received Eckert Mechanical of Albany being the low bidder with a bid amount of \$159,175; now therefore be it

RESOLVED, Bid #38 of 2018 for the replacement of cooling tower at the County's Municipal Center is hereby awarded to Eckert Mechanical of Albany for the amount of \$159,175; and be it further

RESOLVED, the Chairman of the Board of Supervisors is hereby authorized to sign a contract with Eckert Mechanical of Albany for the scope of services outlined in the bid documents in a form to be reviewed and approved by the County Attorney.

BUDGET IMPACT STATEMENT: Funds have been dedicated within the Capital Improvement Plan Capital Project for this project.

Resolution No. 336 December 21, 2018

By Supervisors Shaw, Campbell, Shay, Idleman, Haff, Hicks, O'Brien, Fedler, Moore, Skellie, Hogan

TITLE: To Award RFP for General Engineering Services

WHEREAS, the County has prepared a 5-year Capital Improvement Plan, and

WHEREAS, there are a number of projects within this plan that will require engineering, architecture, surveying and other professional services, and

WHEREAS, it is in the County's best interest to retain one multidisciplinary engineering firm to assist with these projects, and

WHEREAS, the County issued RFP #34 of 2018 on September 12, 2018, and

WHEREAS, five (5) responses were received to this solicitation, and

WHEREAS, the County Administrator, Superintendent of Buildings and Grounds, and Superintendent of Public Works reviewed all of these submissions and evaluated the responding firms, and

WHEREAS, it is the recommendation of the Administrator, Superintendent of Public Works and Superintendent of Buildings and Grounds that the RFP be awarded to M/E Engineering of Schenectady, and

WHEREAS, the Government Operations Committee has also recommended awarding the RFP to M/E Engineering; now therefore be it

RESOLVED, RFP #34 of 2018 for general engineering services is hereby awarded to M/E Engineering of Schenectady; and be it further

RESOLVED, the contract for these services will be for a period of five (5) years; and be it further

RESOLVED, that the Chairman of the Board is hereby authorized to execute a contract with M/E Engineering in a form to be reviewed and approved by the County Attorney.

BUDGET IMPACT STATEMENT: Some costs will be covered by the annual operating budget. Larger projects will be funded through monies set aside in the Capital Improvement Plan Capital Project.

Resolution No. 337 December 21, 2018

By Supervisors Shaw, Campbell, Shay, Idleman, Haff, Hicks, O'Brien, Fedler, Moore, Skellie, Hogan

TITLE: Authorizing the Implementation, and Funding in the First Instance 100% of the Federal-aid and State "Marchiselli" Program-aid Eligible Costs of a Transportation Federal-aid Project and Appropriating Funds Therefore CR 113 over the Batten Kill PIN 1755.32 Supplemental Agreement No. 2

WHEREAS, a Project CR 113 over the Batten Kill PIN 1755.32 (the "Project") is eligible for funding under Title 12 US Code, as amended, that calls for the apportionment of the costs of such program to be borne at the rate of 80% federal funds and 20% non federal funds, and

WHEREAS, the County of Washington desires to advance the Project by making a commitment of 100% of the non federal share of the costs of design and right of way (ROW) incidentals and construction/construction inspection; now therefore be it

RESOLVED, that the Washington County Board of Supervisors hereby approves the above subject project; and be it further

RESOLVED, that the Board hereby authorizes the County of Washington to pay in the first instance 100% of the federal and non federal share of the cost of design and ROW incidental work for the Project or portions thereof; and be it further

RESOLVED, that the sum of \$645,489.00 is hereby appropriated and made available to cover the cost of participation in the above phase of the project; and be it further

RESOLVED, that the additional sum of \$4,650,879.00 (four million six hundred fifty thousand eight hundred and seventy-nine dollars and no cents) has hereby been appropriated and made available to cover the cost of participation in the above phase of the project; and be it further

RESOLVED, that in the event the full federal and non federal share costs of the project exceeds the amount appropriated above, the Board shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the New York State Department of Transportation thereof; and be it further

RESOLVED, that the Chairman of the Board of Supervisors or Superintendent of Public Works be and hereby are authorized to execute all necessary agreements, certifications or reimbursement requests for federal aid and/or Marchiselli Aid on behalf of the County with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of project costs and permanent funding of the local share of federal aid and state aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible; and be it further

RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project; and be it further

RESOLVED, that this resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: 5% local share costs of this project.

Resolution No. 338 December 21, 2018

By Supervisors Shaw, Campbell, Shay, Idleman, Haff, Hicks, O'Brien, Fedler, Moore, Skellie, Hogan

TITLE: A Resolution Authorizing the Implementation, and Funding in the First Instance 100% of the Federal-aid and State "Marchiselli" Program-aid Eligible Costs, of a Transportation Federal-aid Project, and Appropriating Funds Therefore; CR 75 (Boulevard and Feeder Streets) and CR40 (Schuyler St.) PIN 1760.65 D035774 Supplemental Agreement No.3

WHEREAS, a Project CR 75 (Boulevard and Feeder Streets) and CR40 (Schuyler St.) PIN 1760.65 D035774 (the "Project") is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs such program to be borne at the ratio of 80 % Federal funds and 20% non Federal Funds, and

WHEREAS, the County of Washington desires to advance the Project by making a commitment of 100% of the non-federal share of the costs of Design and Construction/Construction Inspection; now therefore be it

RESOLVED, that the County Board of Supervisors hereby approves the above-subject project; and be it further

RESOLVED, that the County Board of Supervisors hereby authorizes Washington County to pay in the first instance 100% of the federal and non-federal share of the cost of Design and Construction/Construction inspection work for the Project or portions thereof; and be it further

RESOLVED, that the sum of \$91,597.00 has been appropriated and made available to cover the cost of participation in the above phases of the Project; and be it further

RESOLVED, that the additional sum of \$839,878.00 is hereby appropriated and made available to cover the cost of participation in the above phases of the Project; and be it further

RESOLVED, that in the event the full federal and non-federal share costs of the project exceeds the amount appropriated above, the Washington County Board of Supervisors shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the New York State Department of Transportation thereof; and be it further

RESOLVED, that the County Board of Supervisors Chairman be and is hereby authorized to execute all necessary agreements, certifications or reimbursement requests for Federal Aid and/or Marchiselli Aid on behalf of the County of Washington with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible; and be it further

RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project; and be it further

RESOLVED, this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: Project funded with federal, state and local resources.

Withdrawn 12/21/18

Resolution No. 339 December 21, 2018

By Supervisors Shaw, Campbell, Shay, Idleman, Haff, Hicks, O'Brien, Fedler, Moore, Skellie, Hogan

TITLE: Authorize Interfund Loan from the General Fund to County Road Fund

WHEREAS, the County Road fund is experiencing a cash flow problem due to a delay in the receipt of a state aid receivable, and

WHEREAS, the County Road fund currently has a cash balance of \$722,000, and

WHEREAS, there are outstanding bills to be paid in audit totaling more than \$500,000 and two more payrolls to process for 2018; now therefore be it

RESOLVED, that the County Treasurer is hereby authorized to make an interfund loan from the General Fund to the County Road fund in an amount up to \$500,000.

BUDGET IMPACT STATEMENT: Advance funds from the General Fund for cash flow needs in the County Road Fund if needed.

Tabled 12/21/18

Resolution No. 340 December 21, 2018
By Supervisors Hogan, O'Brien, Haff, Shaw, Ferguson, Middleton

TITLE: To Adopt New Sexual Harassment Policy

WHEREAS, the laws of the State of New York concerning employer obligations concerning sexual harassment recently changed, and

WHEREAS, the County's insurer, the New York Municipal Insurance Reciprocal (NYMIR) has recommended that the County adopt a new policy in this regard, and

WHEREAS, the County's current policy is adequate but staff recommendations are to adopt a new policy to configure policy with the new legislation, and

WHEREAS, the Government Operations Committee has recommended adoption of the policy with the reporting chain through the Department Head, or directly through the Personnel Officer or County Administrator; now therefore be it

RESOLVED, that Washington County hereby adopts the recommended NYMIR sexual harassment policy as presented to the Board with the reporting chain as indicated; and be it further

RESOLVED, that this policy replaces current County policy governing the prohibition and reporting of sexual harassment in Washington County; and be it further

RESOLVED, that the Personnel Officer and/or the County Administrator are hereby directed to disseminate said policy to County employees.

BUDGET IMPACT STATEMENT: None for this resolution.

Resolution No. 341 December 21, 2018
By Supervisors Idleman, Skellie, Campbell, Moore, Middleton, Clary

TITLE: To Authorize Intermunicipal Agreement with Warren County for the Veteran's Connect Program

WHEREAS, the Washington County Community Services Board was offered funding for the Veteran's Connect Program for veteran's counseling, and

WHEREAS, this program will be cross funded and shared with the Warren County Community Services Board and Warren County, and

WHEREAS, an intermunicipal agreement will be required for administration of the program, and

WHEREAS, the Health and Human Services Committee has recommended that such an agreement be signed; now therefore be it

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to sign an intermunicipal agreement with Warren County for the Veteran's Connect program in a form approved by the County Attorney.

BUDGET IMPACT STATEMENT: None for this resolution. Program administered by Warren County.

Resolution No. 342 December 21, 2018
By Supervisors Hicks, Fedler, Idleman, O'Brien, Hogan

TITLE: To Authorize Pay for Employees Affected by Building Closure

WHEREAS, the County was forced to close buildings A, B and C of the County Municipal Center at approximately 11:30 AM on Monday, December 3, 2018 due to a furnace malfunction, and

WHEREAS, there were a significant number of employees who were unable to complete their normally-scheduled work day due to this building closure, and

WHEREAS, the Personnel Committee has recommended adding time to the time cards of the effected employees to ensure they receive the pay they would have had if they had been able to complete their normal work day; now therefore be it

RESOLVED, the impacted Departments are hereby authorized to enter manual punches into the County's time and attendance system for employees sent home due to the close of Buildings A, B and C on Monday December 3, 2018; and be it further

RESOLVED, these manual punches will be entered so as to ensure that each affected employee receives the number of hours that constitutes their standard work day; and be it further

RESOLVED, that the County Treasurer is hereby authorized and directed to process the County's payroll including these adjusted timecards for the affected employees.

BUDGET IMPACT STATEMENT: Funds are contained within the 2018 budget.

Resolution No. 343 December 21, 2018

By Supervisors Shaw, Campbell, Shay, Idleman, Haff, Hicks, O'Brien, Fedler, Moore, Skellie, Hogan

TITLE: Amend 2018 Sheriff's Budget and Authorize Purchase of Two (2) Snowmobiles and a Snowmobile Trailer

WHEREAS, Washington County has a significant and popular network of snowmobile trails throughout the county, and

WHEREAS, in the interest of public safety it is important that the Sheriff have the equipment necessary to patrol these trails, and

WHEREAS, the current equipment owned by the County for these purposes is inadequate, and

WHEREAS, there are reimbursement funds available through the New York State Office of Parks, Recreation and Historic Preservation, and

WHEREAS, the Finance Committee has recommended authorizing the Sheriff to purchase two (2) new snowmobiles and a trailer to transport them; now therefore be it

RESOLVED, the Sheriff is hereby authorized to purchase two (2) new snowmobiles and a new trailer to transport them; and be it further

RESOLVED, that the County Treasurer is hereby authorized and directed to make the following amendment to the Sheriff's 2018 budget:

Increase Appropriation:

A.3110.3111.2625.99	Grants Other	27,000
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Increase Revenue:

(No. to be assigned by Treas.)	NYS OPRHP Funding	20,250
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Decrease Appropriation:

A.1990.4530	Contingency	6,750
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BUDGET IMPACT STATEMENT: Total estimated cost is \$27,000. 75% reimbursement is available from NYS, leaving a local cost of \$6,750. If this resolution is approved, the balance of the General Fund Contingency account will be \$119,224.

Resolution No. 344 December 21, 2018
By Supervisors Fedler, Shaw, Hicks, Skellie, Middleton, Rozell

TITLE: Award Bid for Replacement of County Route 113 Bridge over the Batten Kill, Project P.I.N. 1755.32

WHEREAS, the County issued a bid request for the replacement of the CR 113 bridge over the Batten Kill, and

WHEREAS, eight (8) responses were received, and

WHEREAS, Kubricky Construction Corp. of Wilton was the low bidder, with a bid of \$4,096,434.85, and

WHEREAS, the Public Works Committee has recommended that this bid be awarded; now therefore be it

RESOLVED, the bid for replacement of the CR 113 bridge over the Batten Kill P.I.N. 1755.32 is hereby awarded to Kubricky Construction Corp. of Wilton, contingent upon review and final approval by the County's engineering firm, and concurrence from New York State Department of Transportation; and be it further

RESOLVED, the Chairman of the Board of Supervisors is hereby authorized to execute those documents necessary for award in a form to be reviewed and approved by the County Attorney.

BUDGET IMPACT STATEMENT: This is a Marchiselli project with funding from State, Federal, and local sources. Local share is 5%.

Resolution No. 345 December 21, 2018
By Supervisor Skellie

TITLE: To Set Public Hearing Date to Report on the Outcome of County's 2017 CDBG Award

WHEREAS, a public hearing is needed to discuss the outcomes of the County's 2017 CDBG Technical Assistance grant award (1202CP67-17) for conducting an affordable housing feasibility study for Washington County; now therefore be it

RESOLVED, that the Washington County Board of Supervisors hereby sets a public hearing on January 18, 2019 to be held at 10:05 AM in the Chambers of the Washington County Board of Supervisors, Washington County Municipal Center, Fort Edward, New York for the purpose of discussing the outcomes of the County's 2017 CDBG Technical Assistance grant award (1202CP67-17) and the affordable housing study conducted with those grant funds; and be it further

RESOLVED, that notice of such hearing be published at least once prior to said hearing in the official newspapers of Washington County.

BUDGET IMPACT STATEMENT: Costs for advertising contained in the budget.

Resolution No. 346 December 21, 2018
By Supervisors Hicks, Fedler, Idleman, O'Brien, Hogan

TITLE: To Adopt 2019 Staffing Pattern for All Washington County Departments

WHEREAS, the 2019 adopted budget contains the funding for staff in the various departments as indicated in the attached 2019 Staffing Pattern, and

WHEREAS, any changes within the Staffing Pattern must come back to the full Board of Supervisors for consideration; now therefore be it

RESOLVED, that the attached 2019 Staffing Pattern is hereby approved by this Board.

BUDGET IMPACT STATEMENT: Positions are funded in the 2019 budget.

DEPARTMENT / ACCOUNT	JOB TITLE	HOURS	2019			NOTES
			FT	PT	TOTAL	
GENERAL FUND						
LEGISLATIVE BOARD	A1010 Supervisor	elected	0	17	17	{includes Budget Officer, Chairman, Vice-Chairman}
			0	17	17	
CLERK OF THE BOARD	A1040 Clerk of the Board	exempt - 35	1	0	1	{stipend, Deputy Clerk of the Board}
	Senior Audit Clerk	40	1	0	1	
	Senior Account Clerk	40	1	1	2	
			3	1	4	
DISTRICT ATTORNEY	A1165 District Attorney	elected	1	0	1	
	1st Assistant District Attorney	exempt - 40	1	0	1	
	2nd Assistant District Attorney	exempt - 40	1	0	1	
	3rd Assistant District Attorney	exempt - 40	1	0	1	
	4th Assistant District Attorney	exempt - 40	1	0	1	
	5th Assistant District Attorney	exempt - 40	1	0	1	
	6th Assistant District Attorney	exempt - 40	1	0	1	
	Senior Crime Victim Advocate	exempt - 40	1	0	1	
	Crime Victim Advocate	exempt - 40	1	0	1	
	Crime Victim Advocate Assistant	40	1	0	1	
	Secretary to District Attorney	40	1	0	1	
	Senior Investigators (PT)	20	0	1	1	
	Senior Clerk	35	1	0	1	
	Clerk	40	1	0	1	
	Senior Typist	40	1	0	1	
			14	1	15	
PUBLIC DEFENDER	A1170 Public Defender	exempt - 35	1	0	1	
	1st Assistant Public Defender	exempt - 35	1	0	1	
	Assistant Public Defender	exempt - 35	5	0	5	
	Assistant Public Defender (PT)	exempt - pt	0	2	2	
	Legal Assistant	40	3	0	3	
	Secretary to the Public Defender	35	1	0	1	
			11	2	13	
ASSIGNED COUNSEL	A1171 Administrator Legal Defense of Indigents	35	1	0	1	
	Supervising Attorney (PT)	exempt	0	1	1	
	Secretary to Supervising Attorney	40	1	0	1	
			2	1	3	
MEDICAL EXAMINERS	A1185 Coroner	elected	0	4	4	
			0	4	4	

WASHINGTON COUNTY STAFFING PATTERN

ADOPTED: (pending 12/21/18 BOS)

Seasonal position staffing levels can be changed at the sole discretion of the Personnel Director (Personnel Comm 8/10/17).

DEPARTMENT / ACCOUNT	JOB TITLE	HOURS	2019			NOTES
			FT	PT	TOTAL	
COUNTY ADMINISTRATION	A1230 County Administrator	exempt - 35	1	0	1	
	Assistant to County Administrator	exempt - 35	1	0	1	
	Purchasing Coordinator (PT)	vary	0	1	1	
	Junior Purchasing Clerk	35	1	0	1	
			3	1	4	
TREASURER	A1325 Treasurer	elected	1	0	1	
	Deputy County Treasurer	exempt - 35	1	0	1	{stipend Abstractor}
	Principal Account Clerk	40	1	0	1	
	Bookkeeper 35 hrs	35	2	0	2	
	Bookkeeper 40 hrs	40	2	0	2	
	Account Clerk	35	2	0	2	
	Account Clerk, PT	vary	0	1	1	
	Temporary Clerk (Summer / Annual)	temp	0	1	1	
			9	2	11	
REAL PROPERTY TAX SERVICES	A1355 Director of Real Property Tax Services	exempt - 35	1	0	1	
	Senior Account Clerk	35	1	0	1	
	Account Clerk	35	1	0	1	
	Tax Map Technician	35	1	0	1	
	GIS Specialist	35	1	0	1	
	Data Collector	35	1	0	1	
	Assessor Part Time	vary	0	1	1	
			6	1	7	
COUNTY CLERK	A1410 County Clerk	elected	1	0	1	
	Deputy County Clerk	exempt - 35	1	0	1	
	Motor Vehicle Bureau Supervisor	37.5	1	0	1	
	Senior Motor Vehicle License Clerk	37.5	2	0	2	
	Motor Vehicle License Clerk	37.5	6	0	6	
	Recording Clerk	37.5	2	0	2	
	Account Clerk	37.5	1	0	1	
	Account Clerk PT	vary	0	1	1	
	Index Clerk	37.5	1	0	1	
	Archivist	37.5	1	0	1	
	Clerk PT, Historian	vary	0	2	2	
Temporary Clerk	temp	0	1	1		
			16	4	20	
COUNTY ATTORNEY	A1420 County Attorney	exempt - 35	1	0	1	
	Deputy County Attorney	exempt - 40	1	0	1	
	Assistant County Attorney	exempt - 35	2	0	2	

WASHINGTON COUNTY STAFFING PATTERN

ADOPTED: (pending 12/21/18 BOS)

Seasonal position staffing levels can be changed at the sole discretion of the Personnel Director (Personnel Comm 8/10/17).

DEPARTMENT / ACCOUNT	JOB TITLE	HOURS	2019			NOTES
			FT	PT	TOTAL	
	Legal Assistant	35	1	0	1	
	Secretary to the County Attorney	35	1	0	1	
	Senior Safety Officer	exempt - 40	1	0	1	
	Safety Officer	exempt - 40	1	0	1	
	Cyber Security Officer	exempt - 35	1	0	1	
			9	0	9	
PERSONNEL / CIVIL SERVICE	A1430 Personnel Officer	exempt - 35	1	0	1	Title corrected Jan 1 2019 per Budget
	Benefit Specialist	40	1	0	1	Res 24 Benefit Specialist added 40 hrs
	Personnel Clerk	40	2	0	2	
	Account Clerk	40	1	0	1	Res 169 add Account Clrk @40 hrs (hrs per Pers Dir)
	Exam Proctor	vary	0	6	6	
			5	6	11	
BOARD OF ELECTIONS	A1450 Commissioner of Elections - Democratic	exempt - 35	1	0	1	{Plus addition poll site staff at election time}
	Commissioner of Elections - Republican	exempt - 35	1	0	1	
	Deputy Commissioner of Elections - Democratic	35	1	0	1	
	Deputy Commissioner of Elections - Republican	35	1	0	1	
			4	0	4	
DPW: ADMINISTRATION	A1490 Superintendent of Public Works	exempt - 35	1	0	1	
	Deputy Superintendent of Public Works	exempt - 40	1	0	1	
			2	0	2	
BUILDINGS & GROUNDS	A1620 Superintendent of County Buildings & Grounds	exempt - 35	1	0	1	
	Senior Account Clerk	40	1	0	1	
	Building Maintenance Supervisor	40	2	0	2	
	Building Maintenance Mechanic	40	2	0	2	
	Electronic Technician	40	1	0	1	
	Supervising Cleaner	40	1	0	1	
	Building Maintenance Worker	40	4	0	4	
	Building Maintenance Helper	40	9	0	9	
	Laborer, Seasonal	vary	0	3	3	
			21	3	24	
INFORMATION TECHNOLOGY	A1680 Chief Information Officer	exempt - 35	1	0	1	
	Assistant Director of Information Technology	exempt - 35	1	0	1	
	Computer Programmer	40	3	0	3	
	Network Analyst	40	2	0	2	
	Micro Computer Specialist (PT)	vary	0	1	1	
	Micro Computer Specialist (FT)	40	2	0	2	
			9	1	10	

DEPARTMENT / ACCOUNT	JOB TITLE	HOURS	2019			NOTES
			FT	PT	TOTAL	
CHILDREN WITH SPECIAL NEEDS	A2960 Pre-School Service Coordinator	35	3	0	3	
	Early Intervention Program Coordinator	35	1	0	1	
	Bookkeeper	35	1	0	1	
			5	0	5	
SHERIFF'S DEPARTMENT	A3110 Sheriff	elected	1	0	1	
	Undersheriff	exempt - 40	1	0	1	
	Captain	exempt - 40	1	0	1	
	Lieutenant	exempt - 40	2	0	2	
	Investigator Sergeant	40	1	0	1	
	Investigator	40	6	0	6	
	Sergeant	40	6	0	6	
	Senior Civil Enforcement Officer	40	1	0	1	
	Deputy Sheriff	40	21	0	21	
	Secretary to Sheriff	40	1	0	1	
	Civil Clerk	40	2	0	2	
	Deputy PT	vary	0	19	19	
	Senior Typist	35	1	0	1	
	Typist (PT)	vary	0	1	1	
	Court Attendant	vary	0	3	3	
	Special Patrol Officer	FT (40) school year		8	0	8
			52	23	75	
PROBATION	A3140 Probation Director II	exempt - 35	1	0	1	
	Probation Supervisor	40	2	0	2	
	Senior Probation Officer	40	2	0	2	
	Probation Officer	40	8	0	8	
	Probation Officer Trainee (transitional title)	40	2	0	2	
	Probation Assistant	40	1	0	1	
	Account Clerk	35	1	0	1	
	Typist	35	1	0	1	
			18	0	18	
JAIL	A3150 Corrections Administrator	exempt - 40	1	0	1	
	Assistant Corrections Administrator	40	2	0	2	
	Cook Manager	35	2	0	2	
	Cook	35	2	2	4	
	Assistant Cook	35	1	3	4	
	Corrections Officer	40	50	0	50	
	Corrections Officer PT	vary	0	20	20	
	Dietetic Services Supervisor	35	1	0	1	

DEPARTMENT / ACCOUNT	JOB TITLE	HOURS	2019			NOTES
			FT	PT	TOTAL	
	LPN, PT	vary	0	7	7	
	LPN	35	1	0	1	
	RN	35	1	0	1	
	RN, PT	vary	0	2	2	
	Senior Account Clerk	vary	0	1	1	
	Account Clerk	35	1	0	1	
	Senior Corrections Officer	40	7	0	7	
	Supervising Nurse	40	1	0	1	
			70	35	105	
FIRE BUREAU	A3410 Fire Coordinator	exempt - pt	0	1	1	
	Deputy Fire Coordinator	stipend	0	2	2	
	Fire Investigator	stipend	0	6	6	
			0	9	9	
CODE ENFORCEMENT	A3620 Code Enforcement Administrator	exempt - 40	1	0	1	
	Code Enforcement Officer	40	6	0	6	
			7	0	7	
EMS	A3625 EMS Coordinator	exempt - pt	0	1	1	
	Deputy EMS Coordinator	stipend	0	1	1	
			0	2	2	
PUBLIC SAFETY	A3640 Director of Public Safety	exempt - 35	1	0	1	
	Deputy Director of Public Safety	exempt - 40	1	0	1	
	Communications Center Supervisor	40	1	0	1	
	Supervising Communications Officer	40	4	0	4	
	Communications Officer FT	40	12	0	12	
	Communications Officer Per Diem	vary	0	12	12	
			19	12	31	
PUBLIC HEALTH	A4004 Public Health Director	exempt - 35	1	0	1	
	Assistant Director of Patient Svcs	exempt - 40	1	0	1	
	Office Manager	35	1	0	1	
	Fiscal Officer	35	1	0	1	
	Supervisor, Public Health Nurses	37.5	1	0	1	
	Public Health Emer Prep Coord/ Infection Cntrl Coord	37.5	2	0	2	
	Public Health Educator	35	2	0	2	
	Registered Professional Nurse	37.5	3	0	3	
	Senior Account Clerk	35	3	0	3	
	Senior Typist	35	3	0	3	
	Clerk (PT)	temp	0	1	1	temp until May 2019

DEPARTMENT / ACCOUNT	JOB TITLE	HOURS	2019			NOTES	
			FT	PT	TOTAL		
			18	1	19		
WIC	A4082	WIC Program Coordinator	35	1	0	1	
		WIC Senior Program Nutritionist FT	35	1	0	1	
		WIC Program Nutritionist FT	35	2	0	2	
		WIC Program Nutritionist PT	vary	0	2	2	
		WIC Nutrition Aide FT	35	2	0	2	
		WIC Outreach Worker, Per Diem	vary	0	1	1	
		Senior Breastfeeding Peer Counselor PT	vary	0	1	1	
		Breastfeeding Peer Counselor Per Diem	vary	0	1	1	
		Senior Clerk	35	1	0	1	
			7	5	12		
SOCIAL SERVICES	A6010	Commissioner of Social Services	exempt - 35	1	0	1	
		Social Services Division Director	exempt - 35	2	0	2	
	titles in DSS departmental order		Account Clerk	40	2	0	2
			Accounting Supervisor, Grade B	40	1	0	1
			Administrative Secretary	40	1	0	1
			BICS Operator	40	1	0	1
			Principal Account Clerk	40	1	0	1
			Case Supervisor, Grade B	40	4	0	4
			Caseworker	40	35	0	35
			Community Services Worker	40	1	0	1
			Computer Operations Coordinator	40	1	0	1
			Principal Social Services Examiner	40	6	0	6
			Senior Account Clerk	40	3	0	3
			Senior Caseworker	40	5	0	5
			Senior Clerk	40	2	0	2
			Senior Typist	40	4	0	4
			Senior Social Services Examiner	40	10	0	10
			Social Services Examiner	40	35	0	35
			Social Services Examiner, FT Temp Seasonal	40	2	0	2
			Staff Development Coordinator	40	1	0	1
			Training & Resource Dev. Coord.	40	1	0	1
			Typist	40	15	0	15
		Welfare Employment Representative	40	4	0	4	
			138	0	138		
VETERANS	A6510	Director, Veterans Service Agency	exempt - 35	1	0	1	
		Deputy Director, Veterans Service Agency	35	1	0	1	
		Clerk	35	1	0	1	
		Motor Vehicle Operator, PT	up to 34 hrs	0	2	2	

DEPARTMENT / ACCOUNT	JOB TITLE	HOURS	2019			NOTES
			FT	PT	TOTAL	
			3	2	5	
SEALER OF WEIGHTS & MEASURES	A6610 Director, Weights & Measures	exempt - 35	1	0	1	
			1	0	1	
AGING & DISABILITIES RES CTR / OFFICE FOR THE AGING	A6772 Director, Office for the Aging	exempt - 35	1	0	1	
	Aging Services Aide, FT	40	1	0	1	
	Aging Services Aide, PT	vary	0	5	5	
	Aging Services Aide, per diem	per diem	0	4	4	
	Aging Services Assistant	40	2	0	2	
	Meal Site Manager, PT	vary	0	2	2	
	Typist	40	1	0	1	
	Senior Typist	40	1	0	1	
			6	11	17	
HULETT'S PARK	A7110 Sr, Lifeguard (as needed)	40 seasonal				{Lifeguard / Laborer assigned to Sr. as needed}
	Lifeguard / Laborer	40 seasonal	0	6	6	
			0	6	6	
LAUDERDALE PARK	A7111 Park Manager	40 seasonal	0	1	1	{ Park Manager handles both Parks }
	Sr, Lifeguard (as needed)	40 seasonal				{ Lifeguard / Laborer assigned to Sr. as needed }
	Lifeguard / Laborer	40 seasonal	0	7	7	
			0	8	8	
YOUTH BUREAU/ ALTERNATIVE SENTENCING	A7310 County, Youth Director	exempt - 35	1	0	1	
	Assistant Director Youth Bureau / Alt Sent	35	1	0	1	
	Alcohol/Substance Abuse Prg Coord.	35	1	0	1	
	Alternative Sentencing Program Assistant	35	1	0	1	
	Court Referral Specialist	35	3	0	3	
	Program Specialist	35	4	0	4	
	Youth Bureau / Alt Sent Supervisor	35	1	0	1	
			12	0	12	

WASHINGTON COUNTY STAFFING PATTERN

ADOPTED: (pending 12/21/18 BOS)

Seasonal position staffing levels can be changed at the sole discretion of the Personnel Director (Personnel Comm 8/10/17).

DEPARTMENT / ACCOUNT	JOB TITLE	HOURS	2019			NOTES
			FT	PT	TOTAL	
PLANNING / ECONOMIC DEVELOPMENT	A8020 Economic Development Coordinator	exempt - 35	1	0	1	
	Junior Planner	37.5	1	0	1	
			2	0	2	
GRAND TOTAL GENERAL FUND			472	158	630	
DPW: CAR POOL						
CM5135	Head Automotive Mechanic	40	1	0	1	
	Auto Mechanic, FT	40	1	0	1	
			2	0	2	
DPW: ROAD FUND						
D5000	Senior Engineer	40	1	0	1	
	Principal Engineering Technician	40	1	0	1	
	Senior Engineering Technician	40	1	0	1	
	Bridge Repair Person	40	2	0	2	
	Highway General Supervisor III	40	1	0	1	
	Highway Supervisor I	40	4	0	4	
	Highway Supervisor II	40	4	0	4	
	Highway Worker I	40	4	0	4	
	Highway Worker I (Seasonal)	seasonal	0	12	12	
	Highway Worker II	40	38	0	38	
	Highway Worker III	40	7	0	7	
	Principal Engineering Technician PT	vary	0	1	1	
	Pavement Management Intern	seasonal	0	1	1	
	Principal Account Clerk	40	1	0	1	
	Senior Account Clerk	40	3	0	3	Will be 2 after 2019 pending retirement, no backfill
	Sign Maintenance Supervisor	40	1	0	1	
			68	14	82	
DPW: ROAD MACHINERY						
DM5130	DPW Maintenance Shop Supervisor	40	1	0	1	
	Storekeeper	40	1	0	1	
	Assistant Storekeeper	40	1	0	1	
	Senior Account Clerk	40	1	0	1	
	Heavy Equipment Mechanic	40	5	0	5	
	Welder / Fabricator	40	1	0	1	
			10	0	10	
TOTAL DPW FUNDS			80	14	94	
* NOTE: Plus 2 titles under General Fund for DPW Administration (A1490)						*
SEWER DISTRICT NO. 2	Executive Director of Sewer District II	exempt - 35	1	0	1	

DEPARTMENT / ACCOUNT	JOB TITLE	HOURS	2019			NOTES
			FT	PT	TOTAL	
GB8000	Chief Waste Water Treatment Plant Operator	40	1	0	1	
	Compost Operator	40	1	0	1	
	Laborer	40	2	0	2	
	Laborer, Summer Temp	40 seasonal	0	1	1	
	Pump Station Sewer Maintenance Worker	40	1	0	1	
	Pump Station Sewer Maintenance Worker II	40	1	0	1	
	Senior Account Clerk	35	1	0	1	
	Sewer Maintenance Worker	40	1	0	1	
	Supervisor, Pump Station and Sewers	40	1	0	1	
	Waste Water Treatment Plant Operator	40	4	0	4	
	Waste Wtr Trtmnt Plant OperTrainee (transitional title	40	1	0	1	
	Senior Waste Water Treatment Plant Operator	40	1	0	1	
				16	1	17
	TOTAL OTHER FUNDS		96	15	111	
	TOTAL GENERAL FUND		472	158	630	
	GRAND TOTAL		568	173	741	

Resolution No. 347 December 21, 2018

By Supervisors Shaw, Campbell, Shay, Idleman, Haff, Hicks, O'Brien, Fedler, Moore, Skellie, Hogan

TITLE: Amend Budget – Assigned Counsel for Overload Cases

WHEREAS, the Public Defender has requested the transfer of \$75,000 from the Public Defender's budget to the Assigned Counsel budget to cover overload cases, and

WHEREAS, these are CAFA funds related to the caseload segment of the Hurrell-Herring lawsuit; now therefore be it

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

Increase Appropriation:

A.1171.4540.09	Assigned Counsel – Overload Cases	75,000
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Increase Revenue:

A.1171.3025.02	ILSF – Caseload Reduction	75,000
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Decrease Appropriation:

A.1170.128	Public Defender – On Call Pay	75,000
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Decrease Revenue:

A.1170.3025.04	ILSF – CAFA	75,000
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BUDGET IMPACT STATEMENT: Adjust revenue and expense to cover overload cases.