

Warren County Board of Supervisors

AGENDA FRIDAY OCTOBER 18, 2019 BOARD MEETING



10:00 a.m. Call Meeting to Order

Pledge of Allegiance - Supervisor Hogan

Roll Call

Motion to approve minutes of the September 20, 2019 Board Meeting, subject to correction by the Clerk of the Board

Presentation of Employee of the Month Award

Report by Chairman of the Board

Reports by Committee Chairmen on Past Month Meetings or Activities

Report by County Administrator

Report by County Attorney

Reading of Communications

Reading of Resolutions

Discussion and Public Comment on Proposed Resolutions

Vote on Resolutions

Privilege of the Floor

Announcements

Motion to Adjourn

Warren County Board of Supervisors

**BOARD MEETING
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The Board of Supervisors of the County of Warren convened at the Supervisors' Room in the Warren County Municipal Center, Lake George, New York, at 10:00 a.m.

Mr. Ronald F. Conover presiding.

Salute to the flag was led by Supervisor Hogan.

Roll called, the following members present:

Supervisors Leggett, Diamond, McDevitt, Braymer, Loeb, Driscoll, Frasier, Simpson, Hogan, Dickinson, Merlino, Wild, Beaty, Magowan, Sokol, Thomas, Hyde, Geraghty and Conover- 19; Supervisors Strough and Sokol absent- 2.

Commencing the Agenda review, Chairman Conover noted a motion was necessary to approve the minutes of the September 20th Board Meeting, subject to correction by the Clerk of the Board. The motion was made by Supervisor Dickinson, seconded by Supervisor Hogan and carried unanimously.

Continuing to the presentation of the employee of the month award, Ryan Moore, *County Administrator*, stated the September Employee of the Month award was postponed until today, due to the Department of Social Services employee being unable to attend the meeting. He said they would have to put it off again until the November 15th Board Meeting due to the recipient being unable to attend the meeting today, as well. He informed the recipient of the October Employee of the Month, who worked for the Information Technology Department, was present today and he offered privilege of the floor to Mike Colvin, *Director, Information Technology*, to provide an outline of this individuals achievements.

Mr. Colvin introduced Jeremy Scime, *Senior Programmer/Analyst*, whose main task was to develop custom applications for every department. He apprised that Mr. Scime created custom systems when systems did not exist or when it was too cost prohibitive to purchase them resulting in significant savings for the County. He stated during Mr. Scime's fifteen year tenure with the County he had dedicated himself to every project he worked on to ensure not only they worked, but also that they were effective. He said he felt one of Mr. Scime's largest assets was his ability to listen to people, while also giving equal consideration to everyone and their needs. He apprised it would be difficult to find someone with Mr. Scime's skill set and easy going personality which was why he was such an asset to the County. A round of applause was given. Mr. Moore and Chairman Conover presented Mr. Scime with a Certificate of Appreciation from the Board.

Mr. Scime thanked the Board members for their recognition and apprised he was proud of the work the Information Technology Department did. Another round of applause was given.

Moving along to the report by the Chairman of the Board, Chairman Conover apprised he had attended a round table discussion on October 3rd in Blue Mountain Lake that was hosted by Senators Gounardes and Tedisco during which a number of issues with the Adirondacks were discussed, including the lack of broadband and cell phone coverage. He added Supervisors Hogan and Simpson had also attended

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the meeting. He informed he had attended a meeting at the Lake George Fund with representatives from Lake Hobicomb on October 10th regarding harmful algae bloom. He said periodically round table type discussions took place with other communities that were being negatively impacted by harmful algae bloom to share information regarding what process was used on Lake George. He stated the representatives were taken on a tour of the Jefferson Project at Darren Fresh Water Institute followed by a round table discussion at the offices of the Fund for Lake George. Chairman Conover advised he had attended the meeting of the Lake Champlain-Lake George Regional Planning Board on October 15th followed by a phone conference where the staff of the NYS DOH (*New York State Department of Health*) presented their findings on the Governor's Cancer Research Project. He mentioned he believed the report would be available to everyone shortly. He stated he had attended the Budget Committee meeting on October 16th where the primary topic of discussion involved establishing reserve accounts which he was a big proponent of and he acknowledged Supervisor Thomas, the Budget Committee members and the County Treasurer for recognizing the value in this effort to address future obligations.

Chairman Conover then called for the reports by Committee Chairmen on the past months meetings or activities.

Supervisor Hogan advised Cornell Cooperative Extension held an event last night for the purpose of recognizing the volunteers that supported the organization, some of whom had been providing the organization with assistance for a significant number of years. She said she was impressed to see their dedication to the work they did there. She apprised Cornell Cooperative Extension was always busy, informing the work on the Education Center was moving along and she recognized the DPW staff for their work on it. She stated the plant sale had been a complete success and she was looking forward to all of the activities they would offer during the winter months which she would forward a schedule of in an email.

Supervisor Dickinson reported on the October 1st meeting of the Occupancy Tax Coordination Committee, noting no resolutions were requested. He apprised the County Treasurer indicated there was a 6.88% increase in occupancy tax revenue collected through September 30, 2019 as compared to the same time frame in 2018, part of which was due to collecting from properties that were past due. Supervisor Dickinson voiced his support of the increase in funding to the Lake George Regional Chamber of Commerce & CVB to allow them to improve upon the services they provide while also working closely with the Tourism Department to attract more tourists to the region. He informed he had the privilege of presenting the Sapphire award to John Strong, *Executive Director, Lake George Arts Project*, at the CVB Board dinner meeting last night and he commended Mr. Strong for the incredible work he had done for the projects over the last thirty-seven years, noting he would be missed.

Supervisor Merlino informed the Tourism Committee had met on October 1st during which they approved proposed Resolution No. 436 which he provided a brief summary of. He stated he was pleased to report due to the favorable fall weather all of the Fall Festivals and events that were held had been well attended. He mentioned the Tourism Department was working on the final stage before the 2020 Warren County Tour Guide was distributed. He apprised the meeting on October 10th with representatives from STR, Inc. was well attended and very informative. He stated the forecast from STR, Inc. was that in 2020 occupancy at hotels in the region would be down by 1% as compared to the same time frame this year, but would increase by 1.5% in 2021. He urged individuals to keep in mind this was just an estimate, as the tourism industry relied heavily on favorable weather conditions which could not be forecasted. He said he had requested that the representatives from STR, Inc. ask their management if they could lower the price to work with some of the smaller businesses who were not accounted for in their report because they could not afford their fee, but he had not received a response

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as of yet. He advised if they were able to account for the businesses that currently were not accounted for in the STR Report, then they would have a more accurate figure pertaining to the number of tourists who stayed in Warren County.

Supervisor Wild stated he had also attended the October 10th meeting with the representatives from STR, Inc. which he felt was very informative. He said one thing that was of particular interest was the amount of data the STR, Inc. had concerning nationwide and worldwide figures. He said he had requested they determine whether any case studies had been done in areas across the nation and around the world that were similar to Warren County and had high occupancy during the summer months which was the shoulder season for the County, but were lacking occupancy during the winter months. He remarked he hoped the representatives from STR, Inc. were able to provide this information to assist the County with developing additional opportunities to increase tourism. Supervisor Wild informed he had also attended the Cornell Cooperative Extension meeting last night, apprising that the organization was appreciative of the financial support they received from the County which he hoped would continue on. Supervisor Wild informed he had invited Dr. Jack Leary to discuss the issues at the Glens Falls Hospital which he found to be troubling during the privilege of the floor portion of the meeting. He said he was looking forward to hearing Mr. Leary's experience with the Hospital which he hoped could be expanded upon to bring more attention to the issues and what assistance the Board may be able to provide.

Supervisor Beaty reported on the September 24th meeting of the County Facilities Committee where no resolutions were approved, but they did refer a matter to the Finance Committee. He stated he had attended the first meeting of the Climate Smart Task Force during which they discussed a number of good issues; he added he was looking forward to providing any insight he could as a member of the Task Force going forward. In regards to the tourism industry, Supervisor Beaty apprised he was fully supportive of what he believed was a successful collaboration between the Tourism Department and the Lake George Regional Chamber of Commerce and CVB which was moving the tourism industry forward in a positive direction. He pointed out percentages could be misleading, specifically in the case where Essex County had a larger increase in their occupancy, as they had significantly less rooms. He remarked overall he felt the County was having an excellent year with regard to tourism and he added that he concurred with Supervisor Wild that this was an area that was still untapped and had a substantial amount of potential; however, he noted, under the direction of Supervisor Merlino, the Tourism Department, the CVB and the County were making great strides there. He questioned how anyone could follow the logic of the STR Report which indicated that tourism would be down next year and then increase the following year.

Supervisor Magowan indicated he had nothing to report on.

Supervisor Thomas stated the Budget Committee had met on October 16th, approving proposed Resolution No. 456 which he provided a brief overview of. He informed during the meeting they discussed and forwarded on to the Finance Committee the proposal he had put together to establish about a half a dozen Reserve accounts. He advised the next meeting was scheduled for Tuesday, October 22nd where some of the particulars to the 2020 proposed Budget would be reviewed and at the November 1st Special Board Meeting he would be presenting the Tentative 2020 County Budget.

Supervisor Hyde indicated she had nothing to report on.

Supervisor Geraghty informed the Personnel & Higher Education Committee had approved proposed Resolution Nos. 437-438. He apprised that he was pleased to report that this year's annual Warrensburg Garage Sale was well attended, with the biggest crowd in five years due to the favorable weather

conditions.

Supervisor Leggett reported the Criminal Justice & Public Safety Committee had met on September 24th, approving proposed Resolution Nos. 419-421 and he provided a brief overview of each. He stated he had attended the Salt Summit in Lake Placid on October 3rd where Mr. Hajos and some of the DPW staff were recognized for their efforts to reduce the amount of salt used on the roads, as well as the Towns of Lake George and Hague.

Supervisor Diamond indicated he had nothing to report on.

Supervisor McDevitt reported on the September 30th meeting of the Health, Human & Social Services Committee, where he had chaired the meeting in the absence of Supervisor Frasier. He mentioned he had spent an hour with Robert Iusi, *Director of Probation*, discussing the impact Bail Reform would have on the State. He apprised while he could understand the rationale of some parts of the Bail Reform in terms of individuals from New York City remaining incarcerated due to being unable to afford to pay their bail which was only a few hundred dollars; however, he noted, he was having difficulty with the categories of crimes that Mr. Iusi had identified to him that would no longer require bail, which as vehicular homicide, second degree burglary, second degree robbery and with the judges order returning to the scene of a crime. He indicated he felt it was imperative for the Board members to be conscious of what would be occurring as of January 1st with Bail Reform, as he believed the law provided too much leniency in terms of some of the crimes that were excluded from bail. Supervisor McDevitt stated he had attended the Climate Smart Task Force meeting on October 15th which he felt was very informative. He said he believed he would like to take responsibility for the energy audits on the municipal buildings and in particular the Warren County Municipal Center Building. He said he and Mr. Hajos would have a study conducted that covered the entire building to determine what kind of energy loss currently occurred there and whether the County had a reasonable payback in terms of attempting to resolve those particular issues. He informed another matter discussed at the Climate Smart Task Force meeting concerned how Lake George's water temperature had risen by four degrees over the last thirty years which according to Dave Wick, *Executive Director, Lake George Park Commission*, was a statistical abnormality with what had historically occurred. He advised he felt this was something they should closely monitor, as Lake George was important for the livelihood of the County. Supervisor McDevitt apprised the final matter he would like to discuss involved the City of Glens Falls and an ordinance which the Common Council was preparing as it related to demonstrations at Centennial Circle. He stated he felt the ordinance was long overdue in order to address few demonstrations that had occurred over the last few months in the downtown area of the City that tended to be angry and threatening. He questioned what was happening to peaceful assembly at Centennial Circle and what was occurring with free speech and assembly while millions of veterans', himself included, served this Country in order to protect those rights. He pointed out nowhere in the First Amendment did it provide anyone a license to infringe upon the rights of others, nor did it provide anyone with the right to threaten, impede, insult or verbally abuse others. He continued, it also did not permit intimidation or violence against those who may disagree with their views. He mentioned missing from some individuals interpretation of the First Amendment was the phrase "peaceful assembly, because they were creating an environment that frightened mothers and children, as well as inhibited the ability of merchants to earn a living, impeded the flow of foot traffic, hurling profanities at innocent people, as he did not believe this was what was intended by the nations founding fathers. He advised, also included in the First Amendment was the Freedom of the Press and even though individuals may disagree with what the press was reporting, it was the Freedom of the Press that democracy thrived upon. He remarked that he, as a Veteran and a gun owner, felt no one should ever use the threat of gun violence and groups that exercised their First Amendment rights should remember that this applies to everyone. He

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stated it was not a joke to point a toy gun at anyone ever at these type of rallies because it created a hostile environment and he acknowledged the City of Glens Falls Common Council for taking action to modify and control these type of public demonstrations.

Supervisor Braymer advised she would also like to applaud the City of Glens Falls Common Council for taking action and she invited everyone to attend the Public Hearing on the ordinance this Tuesday at 7:20 p.m. She said she thought it would be beneficial to have County residents attend the Public Hearing to express their opinion on what the Common Council should be adopting. Supervisor Braymer reported on the October 1st meeting of the Environmental Concerns & Real Property Tax Services Committee, where they approved proposed Resolution No. 423 which she provided a brief overview of. She apprised she felt all of the Board members were supportive of protecting the County's natural resources, including its water bodies; she added she would like to see the County focus on that and put more effort on its priorities. She said the Environmental Concerns & Real Property Tax Services Committee had been and would continue to do this, as well as the County Administrator, the Department of Public Works, the Director of Real Property Tax Services, the Planning & Community Development Department and the Purchasing Department, but it was not an organized effort and she would like to have more focus on what actions the County took to protect its natural resources. In regard to the possibility of implementing a County-wide septic inspection at transfer law that was discussed at the Committee meeting, Supervisor Braymer advised the Southern Adirondack Realtors Association provided the results of the survey they had conducted of County residents which indicated the residents were fully supportive of this type of law. She said she was working with the staff of the Planning & Community Development Department, as well as the Warren County Soil & Water Conservation District to do more research on how this could work in the County. She called attention to proposed Resolution No. 451, which did not go before the Environmental Concerns & Real Property Tax Services Committee, but was approved by the Finance Committee and concerned the sale of one of the properties that was going to be included in the foreclosure sale to the Town of Chester which she was fully supportive of. She mentioned she had also participated in the Southern Adirondack Realtors Association Trade Show during which a presentation was made regarding the County-wide septic inspection at transfer law and the members voiced their concerns with how it would be implemented and requested that they be involved in the process. She said they also had a presentation concerning short-term rentals during which the County Treasurer voiced the County's perspective to them. She informed in addition she had also attended the presentation by the Adirondack Research Consortium on Climate Change at SUNY Adirondack on October 15th, as well as the Climate Smart Task Force meeting later that day which she believed for their first meeting had made some good initial progress. She stated she had attended the NACo (*National Association of Counties*) Forum in Lake Placid along with Supervisors Hogan and Simpson during which the importance of residents in rural areas participating with the United States Census and she urged the Supervisors, as well as the media to get the word out about how important it was for the County for all the residents to fill out the census data because the results were applicable to the funding received for infrastructure, schools, etc. She added they also received some information regarding the Affordable Housing Strategy for the County's rural areas which she and Supervisor Hogan would be following up on.

Supervisor Loeb stated the Support Services Committee had met on September 23rd, approving proposed Resolution Nos. 432-435 which he requested support on. He commended not only the departments that were overseen by the Support Services Committee, but also all County Departments for their continued efforts and success in providing great service to the residents of Warren County.

Supervisor Driscoll informed the departments that were overseen by the Health, Human & Social Services Committee were busy throughout the year, but more so during the Fall season. He stated he had provided updates regarding the SNAP (*Supplemental Nutrition Assistance Program*) guidelines for

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which approximately 3,700 households received assistance each month in the County. He said the day after Veterans' Day HEAP (*Home Energy Assistance Program*) would be available and the Office for the Aging would be providing outreach in many of the communities in the County; he added individuals would also have the opportunity to apply for assistance through the Program. He encouraged the local municipalities to do everything they could to distribute information regarding the Program to their constituents and more specifically the senior citizens who lived on a fixed income.

Supervisor Frasier thanked Supervisor McDevitt for Chairing the Health, Human & Social Services Committee meeting in her absence. She stated prior to discussing the proposed Resolutions approved by the Committee, it was necessary to withdraw proposed Resolution No. 425 because it was drafted as seeking proposals, but an RFP (*Request for Proposals*) was required.

The necessary motion was made by Supervisor Frasier, seconded by Supervisor Simpson and carried unanimously to withdraw proposed Resolution No. 425, *Authorizing Contract with a Certified Coding and Oasis Vendor to Be Determined to Provide Services Which Will Be Used by the Home Care Agency Within the Health Services Division*.

Returning to the report on the September 30th Health, Human & Social Services Committee meeting, Supervisor Frasier provided a brief overview of Resolution Nos. 424 and 426. She stated that she had attended the October 15th meeting of the Lake Champlain-Lake George Regional Planning Board.

Supervisor Simpson apprised the Public Works Committee had met on October 1st during which they approved proposed Resolution Nos. 427-431 and he provided a brief overview of each. He announced the Trunk or Treat event was scheduled for tomorrow from 5:00 p.m. until 7:00 p.m. at the Up Yonda Educational Center and he encouraged everyone to attend. In the absence of Supervisor Sokol, Supervisor Simpson advised the Finance Committee had approved proposed Resolution Nos. 417-418 and 439-451. Supervisor Simpson offered privilege of the floor to Mike Swan, *County Treasurer*, to provide the monthly update regarding the County's finances.

Mr. Swan stated there was a 3% increase in sales tax revenue collected as compared to the same time frame in 2018. In regard to the AIM (*Aid to Municipalities*) payments, Mr. Swan apprised the impact statement that Mr. Moore distributed indicated that this would not have a substantial financial bearing on the County; however, he noted, he was extremely concerned this was setting a precedent that would allow the State to continue to dip into the County's share of the sales tax revenue going forward which was why he felt it was necessary to dispute this in some manner or form. He informed he would like for proposed Resolution No. 444, *Further Amending the Unassigned Fund Balance Policy for Warren County*, to be tabled and brought back to Committee for further review, as there were a few changes he would like to see made.

Motion was made by Supervisor Braymer, seconded by Supervisor Dickinson and carried unanimously to table proposed Resolution No. 444 and send it back to Committee.

Supervisor Simpson apprised he would like to discuss the meeting in Blue Mountain Lake which he and everyone who participated were grateful that Senators Tedisco and Gounardes took the initiative to come to the Adirondacks and hold a listening session. He stated the need for cell phone and broadband coverage was expressed, as well as discussing some of the recent legislation that was adopted in Albany that had impacted the Counties.

Continuing to the report by the County Administrator, Mr. Moore recognized the following people for their years of service to the County which he said he was greatly appreciative of:

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- * Lori Mosher for 30 years of service to Department of Social Services;
- * Maureen Taylor for 20 years of service to Department of Social Services; and
- * Claudia Mundell for 20 years of service to the County Clerk's Office;

Mr. Moore advised he had five resolutions he would like to discuss, the first of which was proposed Resolution No. 425, *Authorizing Contract with a Certified Coding and Oasis Vendor to Be Determined to Provide Services Which Will Be Used by the Home Care Agency Within the Health Services Division*, which Supervisor Frasier had mentioned during her Committee report and was subsequently withdrawn. He informed the purpose of outsourcing the County's medical coding services related to optimizing the departments reimbursements for the services that they provided while also reducing overtime costs.

In regard to proposed Resolution No. 437, *Amending Table of Organization and Warren County Salary and Compensation Plan for 2019*, Mr. Moore apprised this resolution had been amended following the October 4th Personnel & Higher Education Committee meeting due to the unplanned departure of the 3rd Assistant District Attorney resulting in the 4th, 5th, 6th and 7th Assistant District Attorney's being promoted one step and the 7th Assistant District Attorney would become vacant until the position was filled. He stated the amendment would adjust all of the salaries in accordance with the attorney grid to ensure that all of the positions were paid correctly when they moved into their new positions on Monday.

Mr. Moore informed there was an additional resolution that had been approved by the Finance Committee that was pulled for legal review by the County Attorney. He mentioned the County Treasurer's Office pointed out an inconsistency between the current contract with the Balloon Festival and the creation of a deferred revenue account to deposit the excess revenue to compensate for other years when there were insufficient funds available to cover the County's overtime costs incurred. He said they were working this out with the representatives of the Adirondack Balloon Festival and would bring it back to Committee when it was resolved. He acknowledged Supervisor Magowan for bringing forward the suggestion that an account be created for this purpose.

In regard to proposed Resolution No. 456, *Opposing the Withholding of Local Sales Tax Revenues for the Purpose of Shifting the Cost of State Programs on to Local Governments*, Mr. Moore advised this had previously been mentioned by Supervisor Thomas during his Committee report and had been approved two days ago by the Budget Committee. He said the objective of the proposed Resolution was to oppose the State's withholding of local sales tax revenue for the purpose of that stopping State Aid reductions to the County's towns and the Village of Lake George. He mentioned as noted in the resolution every locality including the City of Glens Falls, whose State Aid payments were still intact, would shoulder the \$224,000 cost of the State Aid reductions to the Towns and the Village. He continued, in addition to taking money away from the County's share in order to finance the County's State Aid payments, this move by the State as indicated by the County Treasurer was also troubling because it set a dangerous precedent where essentially the State was cutting its budget at the expense of the County by dipping into the County's revenue streams. He pointed out the State had been doing this for years on the expense side by pushing the cost of State Programs on to the Counties and now they were doing it on the revenue side, as well. He informed this resolution directed himself, the County Attorney and the County Treasurer to work with other Counties and with NYSAC (*New York State Association of Counties*) to explore whether there was grounds for a legal challenge against the State. He remarked he was positive if this went unchallenged the State would dip into this funding source again.

Mr. Moore apprised there was a resolution before them today that would be coming from the floor

regarding approval of a new Collective Bargaining MOA (*Memorandum of Agreement*) with the PSBA (*Police Supervisors Benevolent Association*) which consisted of two members, both of whom were Lieutenant's in the Sheriff's Department. He stated the term of the MOA was for five years from 2018 until 2022 and it would provide salary adjustments which he reviewed with the Board members. He mentioned both Lieutenant's contribution toward health insurance benefits would increase from 13% to 15% retroactive one year, 17% this December and 18% in December 2020. He continued, language would also be added to the contract which indicated that retirees paid what the active employees paid; he added this language was key for the County because it was what the County's remaining workforce paid. He mentioned there were a few other minor provisions included in the MOA that the Personnel & Higher Education reviewed in executive session and he was requesting that the full Board approve the agreement, as he was confident that this was the best deal they could come to. He advised the PSBA had hired a negotiator on their behalf who had a reputation for negotiating in the opposite direction while also bringing up new issues with no notice and was known across the State for dragging negotiations into interest arbitration. Mr. Moore stated they had gone through two sessions with a neutral mediator, each of which lasted all day, following which the PSBA negotiator "blew it up" at the end of the day. He said following this he had met separately with the two Lieutenants to ensure they were aware the County would not be wasting anymore time in mediation, meaning they would go right into interest arbitration while simultaneously filing an improper practice against the PSBA negotiator. He apprised as a result of this he was able to work out the terms of the MOA with the two Lieutenants that was before the Board today. He apologized for presenting this last minute, but the process was not completed until 9:00 a.m. this morning when the two Lieutenants signed the MOA. He thanked the two Lieutenants for working with the County on the MOA, noting they were assets to the Sheriff's Department. He also acknowledged Larry Paltowitz, *Special Counsel for the County*, and the other members of the negotiating team for their efforts.

Mr. Moore advised since the September 20th Board Meeting the Budget Team had continued to work on the 2020 Tentative Budget which they were inching closer to finalizing. He stated he was trying to improve upon the process he did to put together the Multi-Year forecast by doing it in conjunction with budget approval process to ensure the Board members had a better context for the decisions they would be making. He stated he continued to work on the transition in the Sheriff's Office which was going well and he commended all of the County Department and staff who had taken time to assist with that. He apprised the former Undersheriff and Secretary to the Sheriff left large shoes to fill, but he believed they were making strides in getting the new team up to speed and he thanked Major James Lafarr for all of his work on that.

Mr. Moore stated on October 10th he was invited to do a presentation for the Adirondack Regional Chamber of Commerce Board of Directors regarding the current sales tax distribution formula. He said their members, like most individuals, were interested in knowing why the current formula was in place and whether it was fair. He said he believed those present at the meeting left with an understanding of the issue; he added he stayed following the conclusion of the presentation to answer any questions anyone had regarding any other topic of interest.

On Tuesday, October 15th, Mr. Moore informed he had participated in a Webinar that was hosted by the NYS DOH pertaining to the Warren County Cancer Incidences Report. He said while the call was comforting, it was also frustrating because the State was unable to identify any obvious causes for the elevated cancer rates in Warren County. He mentioned the State had ruled out environmental factors, such as outdoor and indoor air quality, public drinking water systems, industrial sites, hazardous waste disposal sites and exposure to traffic. He informed there was a possibility the cancer rates were correlated with somewhat sub-standard behavioral measures that were seen in the County like the fact that the County residents tended to smoke and drink more than the average; however, he noted, even those

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measures did not necessarily raise red flags. He pointed out the County was rated No. 21 in the State for health outcomes and No. 10 for health factors according to the Robert Wood Johnson Foundation. He apprised the NYS DOH would be doing a public presentation of their findings on Thursday, November 7th from 7:00 p.m. until 9:00 p.m. at SUNY Adirondack in Adirondack Hall. He added the Board members had all been provided with an executive summary of the study.

Mary Elizabeth Kissane, *County Attorney*, exited the meeting at 10:49 a.m.

Finally, Mr. Moore stated he was hesitant to discuss the last item he wanted to touch on out of respect for this County employees' privacy; however, he noted, a tragedy had been experienced in the County a few weeks ago that brought attention to a policy that would impact the entire State in January. He mentioned Warren County was the first County to experience the unintended consequences of the State's Bail Reform and he believed as public leaders they had a duty to bring attention to those consequences to allow the State to address them. He remarked this was not a political Republican or Democrat issue, but rather a matter of right and wrong.

Mr. Moore apprised the individual who caused this tragedy was arraigned the same day in the County's new Arraignment Court, which he noted, prompt arraignment was something the State was requiring of Counties. He informed the charges the culprit was arraigned on just hours after the crime was committed did not include any violent felonies because they were the only charges the evidence supported at that time. He commended Don Lehman, *Reporter, The Post Star*, for the article he wrote the following day pointing out that if this crime had been committed after December 31st, the defendant would have been able to walk out of the Arraignment Court and gotten into a car, never to be seen again because under Bail Reform, the crimes he was charged with were no longer eligible for cash bail. He said this meant the judge presiding over the arraignment would not be able to send the defendant to jail and he would have to be released on his own recognizance which was unimaginable. He pointed out this individual had a history of committing crimes and not showing up for his court dates, had killed an innocent man and had such callous disregard for human life that he had attempted to ditch his own vehicle and run into the woods. He continued, after he was caught this individual had demeaned the officers and exposed himself to nurses who were caring for him, as well as spitting at reporters and cursing at his arraignment and yet if Bail Reform were in effect he would of had to have been released on his own recognizance.

Mr. Moore reported he was pleased that Jason Carusone, *Warren County District Attorney*, and his staff had gone through all of the evidence and were able to obtain an indictment on a violent felony. He said had they not done this the Defense Attorney would have delayed the case until January 1st when the new law was in effect, meaning the County would not have been able to hold this individual in jail because his charges no longer merited doing so and he would have been released, never to be seen again, with no justice for the family. He informed there were individuals who were currently incarcerated in the County Jail whose legal counsel were working on release applications to allow them to be freed in January. He stated the County would have some decisions to make if these individuals did not show up for their court dates, such as should significant resources be devoted to tracking them down in the State or extraditing them from another State and he questioned whether the victims of their crimes would ever get justice.

Mr. Moore advised he had attended the wake and funeral of the man Warren County lost in this tragedy, as did a number of the Supervisors, during which he looked at the grieving family members and friends and felt a strong sense of obligation to them because the new State laws did not have their best interest on hand. He stated the State law was in favor of the individual who killed their loved one and then expressed his remorse by violating healthcare workers and spitting on reporters. He apprised the

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Turcotte family was the first of many families in this County and the State who would be victimized not only by criminals, but also by the new State laws. He thanked those who had already spoken to the State Legislators about these issues and he emphasized how the Board members, as leaders, needed to educate the public about this; he acknowledged Mr. Lehman and *The Post Star*, as well as those who had already started the process. Finally, he informed it was necessary to support the Sheriff's Department and the District Attorney's Office because they were supporting the victims families who were going to need everyone more than ever.

Supervisor Braymer remarked she would like to respond to Mr. Moore's remarks regarding Bail Reform and the impact it would have on this County. Chairman Conover asked her to hold off on making her comments until the portion of the meeting where discussion and public comment on the proposed resolutions took place.

Chairman Conover stated relative to the MOA with the PSBA two actions were required, the first of which was a motion and a second to Waive the Rules of the Board in order to bring this matter to the floor. He added a 2/3 majority vote was required to successfully bring it to the floor; he said if this was achieved then a motion was required to bring the MOA with the PSBA to the floor and it would be dealt with under resolutions.

A motion was made by Supervisor Wild, seconded by Supervisor Dickinson and carried unanimously to Waive the Rules of the Board requiring that a Resolution be presented in writing regarding Ratifying the Terms of the Police Supervisors Benevolent Association Memorandum of Agreement and authorizing the Chairman of the Board to sign the Collective Bargaining Agreement that incorporated the terms of the Memorandum of Agreement.

Chairman Conover called for a motion to ratify the Terms of the Police Supervisors Benevolent Association Memorandum of Agreement and Authorizing the Chairman of the Board to Sign the Collective Bargaining Agreement that Incorporates the Terms of the Memorandum of Agreement. The necessary motion was made by Supervisor Leggett, seconded by Supervisor McDevitt and carried unanimously.

Proceeding to the report from the County Attorney, Mr. Moore stated there was no report today.

Resuming the Agenda review, Chairman Conover called for the reading of communications, which Amanda Allen, *Clerk of the Board*, read aloud, as follows:

Reports from:

1. Drescher & Malecki, CPA - Annual Financial Statements and Independent Auditor's Report for the County of Warren for the year ended December 31, 2018 (*emailed to the Board 10/15/19*);
2. Warren County Probation Department - Monthly Report of Criminal and Family Workloads for August 2019

Other:

1. Capital District Regional Off-Track Betting Corporation August payment in the amount of \$5,499;
2. Washington County Resolution No. 191 of 2019, Supporting Adirondack Community College Capital Improvement Plan for 2020-2021.

Ms. Kissane re-entered the meeting at 10:56 a.m.

Mrs. Allen announced proposed Resolution Nos. 417-455 were mailed; she noted proposed Resolution No. 456 was developed after mailing pursuant to action taken at the October 16th Budget Committee

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meeting, and a motion was necessary to bring it to the floor. The necessary motion was made by Supervisor Geraghty, seconded by Supervisor Wild and carried unanimously. She noted the resolution that Waived the Rules of the Board would now be referred to as Resolution No. 457 and the one that ratified the terms of the PSBA MOA would be referred to as Resolution No. 458.

Chairman Conover called for discussion and public comment on the proposed resolutions, as well as requests for roll call votes.

Heather Shoudy-Brechko, *City of Glens Falls Resident*, stated she lived on Raymond Avenue in the City which was about a half a block from the new location that Stewart's Corporation was proposing. She said she believed it was premature for them to be taking action on proposed Resolution No. 429, *Authorizing a Revocable Licensing Agreement with Stewart's Corporation to Access the Warren County Bikeway from Their Proposed Store Location on Ridge Road*, since the City of Glens Falls Planning Board had not finalized their review of the exact location of the building and all of the details surrounding it. She requested that they table the proposed Resolution until the City of Glens Falls Planning Board approved the Project.

Supervisor McDevitt thanked Ms. Shoudy-Brechko for her comments and he added that he anticipated the Stewart's Corporation would not be pouring concrete for the Project until June. He suggested the County allow the City of Glens Falls Planning Board to approve the Project before bringing it back before the Board for further discussion.

A motion was made by Supervisor McDevitt, seconded by Supervisor Braymer and carried unanimously to table proposed Resolution No. 429, *Authorizing a Revocable Licensing Agreement with Stewart's Corporation to Access the Warren County Bikeway from Their Proposed Store Location on Ridge Road*.

Supervisor Leggett inquired whether he should request a roll call vote on proposed Resolution No. 451, *Authorizing Sale of Town of Chester Tax Map Parcel No. 104.10-4-5 to the Town of Chester Following the 2019 Warren County Tax Foreclosure Action*, since it involved the Town of Chester and Chairman Conover responded he did not believe there was anything that precluded Supervisor Leggett from voting on the resolution as the supervisor from the Town of Chester, but he would suggest Supervisor Leggett move forward in a fashion he was comfortable with. Supervisor Leggett thanked Chairman Conover for the explanation; however, he noted, in order to err on the side of transparency he would like to request a roll call vote on proposed Resolution No. 451. Chairman Conover pointed out there was no need to request a roll call vote on proposed Resolution No. 451, as it already was one and Supervisor Leggett apologized for causing any confusion.

Chairman Conover offered privilege of the floor to Supervisor Braymer to comment on the impact of Bail Reform that Mr. Moore had discussed during the County Administrator report.

Supervisor Braymer stated she wanted to send her condolences to the family and everyone impacted by the recent tragedy in the County. She informed this was not a political issue, apprising she had discussed the matter with the District Attorney about a week ago during which they reviewed many of the issues that were arising and being highlighted from this tragedy. She said yesterday she had attended a continuing legal education forum that was hosted by the Warren County Bar Association where the District Attorney was the guest speaker. She advised the District Attorney took the time to go through many of the issues with the crimes where the judge had no discretion to set bail. She mentioned that she understood there were Warren County residents who were in jail for non-violent crimes like misdemeanors and would remain there even though they should not because they could not afford to pay their bail and would only receive an appearance ticket when the new law went into

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effect which she believed would be beneficial; however, she noted, she took issue when the individual committing the crime was not a resident of the County, let alone the United States, was committing crimes the County had no ability to set bail on. She apprised the other item the District Attorney highlighted was that there would be fewer arraignments meaning the Centralized Arraignment Court that was just created would be handling less arraignments and there would be fewer inmates in the County Jail, but no changes had been made by the NYS DOC (*New York State Department of Corrections*) to the staffing requirements there to account for this reduction. She continued, another thing the District Attorney mentioned was that there would be an inability for the County to use contractors to handle the electronic monitoring meaning without a County Program for this the County could no longer do electronic monitoring which was a significant issue for the Probation Department. She remarked she believed the County should be collaborating with other Counties, as well as NYSAC in an effort to address these issues in a swift manor.

Supervisor Simpson questioned whether this issue could be referred to the Legislative & Rules Committee in an attempt to come up with a resolution that would notify the State Legislators that this law needed to be reviewed because of the impact it was having on the County. Supervisor Braymer interjected that she believed this matter should be discussed at a Criminal Justice & Public Safety Committee meeting since this was the Committee that oversaw the departments that were impacted by this. Supervisor Simpson suggested a joint meeting of the Legislative & Rules and Criminal Justice & Public Safety Committees to discuss the matter and Chairman Conover replied he felt the matter should first be discussed by the Criminal Justice & Public Safety Committee and then could be forwarded on to the Legislative & Rules Committee if it was deemed necessary.

Supervisor Braymer advised it was necessary for the County to work collaboratively with others because the District Attorney's Association had attempted to bring the issues with the law to the State Legislators attention prior to it being adopted through the State Budget process, but the State Legislators who represented the County only had a minimal amount of impact on the State Budgeting process. She said it was necessary to get more mass behind the message the County was trying to get the State Legislator to understand.

Supervisor Leggett informed that Warren County was considered to be mostly rural in New York State and the County's weighted votes in the State Assembly and Senate did not equate to what the Urban Counties had. He remarked what the County had to pay for and had repercussions from was the result of the urban Counties influence on the State Legislator. He said he believed they should join together with all of the other rural Counties in the State to strongly advocate for fairness and some form of division, as this was not a "one size fits all" situation. He informed residents of New York City who remained in jails for several months or even a year before going to court was not an issue for the rural Counties in the State.

Chairman Conover stated he felt the County should also be corresponding with the Intercounty Legislative Committee of the Adirondacks. Supervisor Geraghty apprised he would be bring this matter up for discussion at their next meeting. Chairman Conover informed they would be gathering more support to ensure that the State Legislator was aware that these issues needed to be addressed. Supervisor Leggett thanked Mr. Moore for bringing this matter to fruition today.

Supervisor Beaty informed he and Supervisor McDevitt had attended the wake of the individual who was killed from Warren County which was heartbreaking. He said he was troubled by the fact that the State Legislator was forcing Bail Reform on the County which was viewed as irrational to the average residents of Upstate New York. He added this was not the only action being taken by the State Legislator that was negatively impacting Upstate New York, but it was one of the foremost ones. He

recognized Assemblyman Stec and Senator Little for doing the best they could to draw attention to the problems this new law would cause; however, he noted, they were limited with what they could do because of the significant number of downstate representatives who were pushing their initiatives on Upstate New York. He continued, this issue not only involved safety, but it also had a significant cost associated with it and it was all being done with no regard for the Board members. He applauded Mr. Moore for bringing this to fruition, as well as the efforts of Assemblyman Stec and Senator Little; however, he noted, no action was being taken as a result of these efforts. He remarked he was pleased that the County was going to collaborate with other Counties, as he felt this was a larger issues than they comprehended. He mentioned this was a bi-partisan issue that was putting Warren County citizens in harms way by allowing criminals to be released from jail rather than setting bail that hindered their ability to be freed. He stated he was fully supportive of the matter being taken up by the Criminal Justice & Public Safety Committee to work on collaborating with other Counties as soon as possible and he suggested the other Board members do so, as well.

Supervisor Loeb requested for clarification whether there was a difference on how this new law would impact someone who was considered to be middle class versus a wealthy individual. Chairman Conover asked Supervisor Loeb whether he was inquiring if there would be any type of variance relative to the income of the individual and Mr. Moore replied the income of the individual would not matter next year because there would be no authority to set bail, as the County would be required to release these individuals from the jail. Supervisor Loeb questioned whether this would currently have an impact and Mr. Moore replied affirmatively.

Supervisor Braymer stated she would like to comment on proposed Resolution No. 456, *Opposing the Withholding of Local Sales Tax Revenues for the Purpose of Shifting the Cost of State Programs on to Local Governments*. She apprised the Board had previously authorized a resolution opposing this action and NYSAC was also working on opposing this; however, she said, she felt they should work in collaboration with other Counties to increase the chances of their opposition being heard. Mr. Moore advised he would be forwarding a copy of the proposed Resolution to all of the County Administrators in the State.

In regard to proposed Resolution No. 423, *Resolution Supporting Protection of All Warren County's Water Resources*, Supervisor Leggett advised he and Supervisor Simpson had discussed how water bodies were managed in Warren County, as did the Warren County Soil & Water Conservation District. He mentioned it was difficult for the towns to bare the brunt of the cost of protecting them and he felt there should be a more efficient manner to handle this.

Supervisor Thomas pointed out the figures listed in proposed Resolution No. 456, *Opposing the Withholding of Local Sales Tax Revenues for the Purpose of Shifting the Cost of State Programs on to Local Governments*, were not correct for the Town of Stony Creek. He said during his tenure as Supervisor for the Town, they had always received \$3,668 and not the \$2,778 that was included in the Resolution. Mr. Moore apprised this was the combined effect the Town would lose in sales tax revenue they would have otherwise received directly in addition to the Town's share of the County Tax Levy that was making up for what the County was losing.

In regard to proposed Resolution No. 455, *Appointing Representatives to Adirondack Park Local Government Review Board Due to a Resignation*, Supervisor Braymer acknowledged Supervisor Simpson for his efforts during his tenure representing the County on the Adirondack Park Local Government Review Board, adding., she felt Supervisor Geraghty would do a good job, as well. Supervisor Braymer apprised she would like to highlight that Supervisor Hogan was being considered as a member of the Adirondack Park Agency Board which she believed would be beneficial for Warren County.

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There being no further discussion, Chairman Conover called for a vote on resolutions, following which Resolution Nos. 417-458 were approved, as presented with the exception of proposed Resolution No. 425 which was withdrawn and proposed Resolution Nos. 429 and 444 which were tabled.

Chairman Conover called for public comments from anyone wishing to address the Board on any matter.

Jesse Jackson, *President & CEO, Look Media*, stated he was here to discuss a different topic, but wanted to ensure the Supervisors were aware he would assist them in anyway he could with their opposition of Bail Reform by using his platforms, such as their website, television station or social media accounts. He stated in addition to covering meetings, such as this one, when they noticed a topic that may require more discussion they developed a video series on them. He stated they were currently working on one regarding Veterans' issues and reviewing education with WSWHE (*Washington-Saratoga-Warren-Hamilton-Essex*) BOCES and had conducted one over the summer regarding the CVB and their successes. He pointed out he received a number of phone calls thanking him for his video series on the CVB because residents mistakenly believed that it was a drug store. He mentioned the reason he was present today related to tourism and occupancy tax which they would be developing a video series that he would like the Board members to participate in. He said he did not editorialize, nor did he take a position on topics and if the supervisors had a credible position to take then they were a platform that could be used. He informed this particular topic impacted the region in many ways with many strong opinions pertaining to it which was why he would like them to participate in this video series. He mentioned he would be contacting as many individuals as possible within the next month to request that they participate in this interview format video series which was the type of setup their viewers appeared to enjoy the most. He requested that the Board members who had an opinion on the subject matter to contact him to participate in an interview to be included as part of the series and he thanked them for their support of Look Media.

Stephen Baratta, *City of Glens Falls Resident*, stated he would like to comment on the Census Bureau and maximizing participation in every City, Town and Village. He informed a report was just released that indicated a high co-relation between income level and who was most likely to fill out their census form. He advised those with income levels above \$35,000 a year were more likely to fill out the form than those with levels below \$35,000; he noted the lower the income level the less likely it was that these individuals would participate. He apprised that when the County thought about maximizing participation that they consider targeting specific populations to pay attention to some more than others to ensure that everyone was accounted for.

Dr. Jack Leary, *Physician, Glens Falls Hospital*, apprised he was an emergency physician with his board certification in pediatrics and anesthesia. He mentioned he had been the commanding officer for the 364 General Hospital in Albany, New York, which had previously been the largest hospital in the region. He stated he had also been the President of the Medical Staff at Glens Falls Hospital on three different occasions. He apprised he was aware that the County routinely addressed issues with the water systems and County Roads which involved large segments of its population and he was present today to discuss an issue that involved the entire County concerning healthcare. He said healthcare consumed 20% of the Federal Budget, as well as a significant portion of the County Budget for Medicaid, etc. He informed the local healthcare system which was typically managed by insurance companies, NYS DOH, Hospital Associations, etc., but currently the local system was teetering on the brink. He advised Glens Falls Hospital had been the cornerstone for healthcare in the region which was an asset for the entire community; he pointed out the following: it was the first hospital in the State to offer day surgery; the first in the region and the surrounding areas, including the Capital Region, to staff its Emergency Room Department with full-time positions; the first to have the foresight to have dedicated Intensive Care and

Critical Care Units; the Cancer Center was renowned in this area; it was the origin and incubator of Hudson Headwaters in its earliest stages; the school nurse for the Hudson Falls School District established the first and likely only mobile dental van in the region for the Hudson Falls School District in conjunction with the Hospital and the Hospital established a mobile mammography van, both of which did not generate any revenue and were ultimately abandoned as the first casualties of an ever tightening financial environment for the hospital. Since then, he informed many worthwhile services had been abandoned by the Hospital because they were not financially sustainable, the most recent of which was behavioral health services. He continued, several outlying clinics had either closed or had their hours drastically curtailed. He apprised the viability of the Glens Falls Hospital and the direction of healthcare was vitally important to the region and required everyone's active support, including local and regional governments, as well as individuals. He mentioned the need for active collaborations with local governments and the media. He advised the systematic erosion of healthcare resources in New York State was similar to what was occurring with the State and Bail Reform, as the region had gone from a robust healthcare system with many communities having their own small hospitals such as Mary McClellan in the Town of Cambridge, Benedict Memorial in the Town of Ballston Spa, and other ones in the Towns of Granville and Corinth, but now they were only distant memories. He stated Moses Luddington Hospital a.k.a. Adirondack Medical Center lingered on in the Town of Ticonderoga only because it was indirectly supported by the State of Vermont through its affiliation with the University of Vermont Medical Center. He pointed out a pattern existed where first to be sacrificed were the convenient, but unfunded services, then the necessary, but underfunded services, such as mental health were foregone and now critical services like obstetrics and emergency care were on the "chopping block", all the while entire institutions were closing down. He said how this occurred was the bulk of resources had been diverted to downstate which he understood was a bold statement, but he believed they all sensed this when they were discussing to the State forcing the County to change its policy on bail or how they were dipping into the County's share of sales tax revenue. As an examples he pointed out that 85% of the funding awarded to New York State for the tobacco settlement was allocated to New York City with the remainder of the State receiving minimal amounts or there was the fact that the Hospital in the City of Kingston New York received two times the amount of reimbursement for the same procedure as the Glens Falls Hospital and New York City received double the amount of reimbursement as the hospital in the City of Kingston for the same procedure. He said some would argue this was occurring because the cost of living was more downstate then here; however, he noted, he did not believe the cost of living in New York City was four times as much as it was in Upstate New York, it was just that they had the power to legislate the entire system. He apprised for years Albany Medical Center was barely able to operate until it received additional reimbursement as a tertiary center and teaching hospital and now it was a juggernaut. In regard to suggested solutions, Dr. Leary stated first the disparities needed to be documented and then it needed to be brought before the State and Federal representatives such as Congresswoman Stefanik and Senator Schumer. He continued, it was necessary for the public to be called upon to actively support its local hospital with the key being collaboration. He thanked the Board members for their time and apprised he would be available to answer any questions following the conclusion of the meeting.

Supervisor Wild stated Dr. Leary was successful years ago in developing a letter writing campaign to assist the Glens Falls Hospital in obtaining additional funding. He apprised he had also contacted Congresswoman Stefanik where he discussed with one of the staff members what Congresswoman Stefanik was trying to do to assist the hospital through obtaining a waiver which related to the reimbursement rates that required a hospital to be located at least twenty-five miles from the next nearest hospital in order to qualify as a regional center. He explained the waiver was necessary because Glens Falls Hospital was 22.5 miles from the closest hospital meaning unless a waiver was obtained the hospital received a smaller reimbursement rate. He informed the only other option was for the Federal law to be changed which was very unlikely from occurring. He remarked that he was seriously

concerned with the Glens Falls Hospital and its financial situation, as it was a regional entity that supported all of the County residents, as well as the tourism industry. He said he was going to whatever he could to assist them and he was seeking support from the Board members, as well as others in an attempt to raise awareness of how critical the Hospital was to the community and what they could do about getting some of the regulations changed.

Supervisor Driscoll advised he represented a small area which was minuscule to what most of his colleagues on the Board represented; however, he noted the Glens Falls Hospital was located in the area in the City of Glens Falls he represented. He stated he felt compelled to point out the Glens Falls Hospital was the largest employer in the County with the second and third largest employers not employing as many as the hospital even if they combined the number of employees they both had. He said the Hospital was open around the clock every day of the year and their success flowed to all County residents and some communities outside of the County, as well.

Supervisor Beaty informed he had spoken to Congresswomen Stefanik and she had indicated she was working as best she could in an attempt to obtain the waiver for the Glens Falls Hospital to allow the Hospital to obtain a higher rate distribution reimbursement rate which would greatly assist them with their financial issues. He stated he also wanted to mention that election day was about eighteen days away and it behooved all of them to take the time to vote regardless of who they were voting for. He pointed out a new law allowed individuals to commence with voting early from October 26th until November 3rd at the Human Services Building seven days a week meaning there was no excuse for someone to not vote. He stated if individuals did not vote the County became a weaker government and resource for assistance.

Chairman Conover stated that Dr. Leary would be available to answer questions following the conclusion of the meeting.

Supervisor Dickinson apprised he had traveled to the Town of Warrensburg during the weekend of the World's Largest Garage Sale to pick up a prescription and he wanted everyone to be aware of how well handled the traffic was there. He said he was able to pick up his prescription with ease and he commended the organizers of the event, as well as Supervisor Geraghty for managing the traffic so well with such a large crowd.

Supervisor McDevitt stated he often visited the Lake George Dog Park which he was thoroughly impressed with and he commended the Town of Lake George for having one. He added the Town of Johnsbury had also recently opened one in their municipality.

Nathan Hall, Lawyer, *Stafford, Carr & McNally, P.C.*, stated he was present today on behalf of Bobby Brand and the Brand Family Revocable Trust because Mr. Brand, who was elderly, owned two parcels that were currently in tax foreclosure. He said he was present today with funding to pay the past due amount on both parcels in full, both of which had very low assessed values if the Board was willing to remove these properties from the foreclosure auction. He mentioned Mr. Brand owned these two properties, as well as an additional one, all of which were located in the Town of Lake George with the one that was not being foreclosed on by the County being foreclosed on by the lender who had mortgaged the property. He informed the lender attempted to foreclose on the other two parcels as part of the property with a mortgage on it; however, he noted, they had recently withdrawn their motion to include these two parcels. He said the family did not pay the taxes on the other two properties because they were unsure if the lender would be including them in their foreclosure action, as well. He indicated his client would have liked to have paid the taxes before now, but if the Board was willing to remove those properties from the foreclosure auction then he would pay the taxes in full today. He

added his clients had planned on listing the properties with a prospective buyer in mind who would improve the lots and increase the tax base.

Chairman Conover informed the typical procedure was for anyone who owed back taxes to attend the Last Chance Meeting where a repayment plan would have been proposed; he noted there were very specific dates within the law and he asked Mr. Swan if the County had taken title to the property. Mr. Swan responded the County had taken title to the property and he had signed the deed on Tuesday of this week. Mr. Swan stated this was the first he had heard of this circumstance other than a brief phone call to his Office the other day and there was a long procedure in place on how the process was handled. He said he believed Attorney Stafford had been contacted in July regarding the past due taxes, but they received no response. He apprised he and Ms. Kissane had determined there was a deadline to pay the taxes which was a few weeks ago and all the legal work was complete and the deed had been filed.

Chairman Conover inquired what options, if any, did the County have at this stage since the County had already taken title to the property and filed the deed. Ms. Kissane replied if the Board determined they would like to allow this resident to pay their taxes then her Office could file a corrected deed this afternoon and remove those two parcels. Chairman Conover asked whether any bids had been secured on these properties and Ms. Kissane responded the County Foreclosure Auction was not scheduled until tomorrow. Chairman Conover pointed out this meant that a third party had not purchased the property yet and he asked Supervisor Braymer, as Chair of the Environmental Concerns & Real Property Tax Services Committee to weigh in on this matter.

Supervisor Braymer apprised a process was in place to deal with matters such as this with property owners being provided with a number of chances to rectify their situation. She said residents were permitted to get an extension or enter into a payment plan from the County Treasurer's Office at anytime during the summer. She added they had also granted extensions into September for those who could pay in full. She remarked she was opposed to supporting paying off past due taxes the day before the auction, as she understood there were difficulties; however, she noted, they had been accommodating to as many as they could and she did not feel at this point it was an appropriate time to pull a property from the auction.

Ms. Kissane advised she would like to be careful about stating the County had processes because although there was and they were in writing, the County chose to forego those processes on many occasion, such as when the County accepted payments late and how they were also accepted after the Last Chance Meeting. She reiterated they made exceptions all the time for individuals and she believed they would run into issues if they stopped making those exceptions.

Chairman Conover apprised he felt this matter needed to be made part of the agenda in order to continue the discussion regarding same. He stated a motion was required to Waive the Rules of the Board which required a 2/3rd majority vote by the Board in order to move forward. He said if they were able to obtain a 2/3rd majority vote to Waive the Rules then a motion would be required regarding this matter.

He called for a motion to Waive the Rules of the Board requiring that a resolution be presented in writing regarding the removal of two parcels in the Town of Lake George from the Warren County Foreclosure Auction. The necessary motion was made by Supervisor Loeb, seconded by Supervisor Merlino and failed due to obtaining a 2/3rd majority vote, with 665 voting in favor (*Supervisors Dickinson, Merlino, Wild, Beaty, Thomas, Hyde, Geraghty, Diamond, McDevitt, Loeb, Driscoll, Frasier and Conover*) and 165 against (*Supervisors Hogan, Leggett, Braymer and Simpson*) and 170 absent

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(Supervisors Strough and Sokol).

Chairman Conover called for a motion to remove two parcels in the Town of Lake George from the Warren County Foreclosure Auction. Mrs. Allen interjected that she had mistakenly thought that 2/3rd majority had been obtained, but 667 was required in order move forward with this matter and only 665 had voted in favor.

Travis Whitehead, *Town of Queensbury Resident*, stated he had attended the inaugural Climate smart Task force meeting earlier this week during which he heard Supervisor McDevitt raise the concern of how the County should be looking at the efficiencies of this building itself. He said following the meeting he had mentioned to Supervisor McDevitt that he had reviewed the efficiencies here in the past because of the program that was in place at that time with Siemens. He advised he took this information and reviewed the EPA *Environmental Protection Agency*) website to determine what these figures meant in terms of greenhouse gas emissions, etc. following which he determined improving the efficiency by ten percent in this building would equate to the purchase of thirty electric vehicles, each one of which traveled ten thousand miles a year. He stated on the one hand he felt the County had a very obtainable goal of a ten percent reduction here that should be looked at, but a cost benefit analysis was required on every decision made by the Board regardless of the subject matter because they should want to use the money the taxpayers entrusted them with more efficiently.

In regard to the October 18th Budget Committee meeting, Mr. Whitehead remarked he would like to commend Supervisor Thomas for the work he did increasing the funding of some reserve accounts that had been neglected for many years with a significant amount of funding being allocated to them from the General Fund Unappropriated Surplus. He said the County Treasurer had mentioned at the meeting that the State Comptroller was suggesting the County keep two months of operating expenses in the General Fund Unappropriated Surplus and although the current balance was not quite enough to cover two months of expenses it was relatively close and appeared the County was moving in the right direction. He mentioned it also appeared these other Reserve funds were underfunded and shining the spotlight on that was a step in the right direction. He pointed out in contrast the Town of Queensbury had about six months of operating expenses in the General Fund for the last few years and had stashed any additional funds outside of the budget process into all of these reserve funds to where they were all overflowing with funds, as well. He stated it was necessary to look at these things which the County was doing and he commended them for it.

Frank Dittrich, *Warren County Lodging Association*, acknowledged Supervisor Merlino for inviting and hosting the STR Inc. representatives to discuss their report, as he found the meeting to be very informative. He said they looked at the lodging industry from a nationwide perspective and how Warren County fit and compared. He apprised the Warren County Lodging Association could request that the smaller properties who did not participate and who were not accounted for in the STR Report to provide them with information, but the assistance of the Treasurer's Office to provide them with contact information for them was required. He stated he typically did not respond because The Inn At Erlowest was a ten suite boutique property and comparatives were difficult to gauge the report. He informed they could reverse engineer the significant amount of data the County Treasurer had regarding how many properties there were, how many rooms they had, how much occupancy tax has been collected, etc. and get good visibility to a certain extent.

With regard to the predictions made by the STR Inc. representatives at the meeting, Mr. Dittrich advised their predictions were based upon supply and demand based on how many properties were located in Warren County. He said what was positive with Warren County relative to surrounding Counties was that Warren County had weathered the introduction of 92,000 rooms at Adirondack Northway Exits 18

and 19 well; however, he noted, there may have been some impact to smaller properties. In terms of spending, Mr. Dittrich stated the County was in a competitive space and percentages were telling when they were converted into real numbers when reviewing 2016 until 2018 Warren County guest spending had grown by \$50.8 million and the remainder of the Adirondack region had increased to \$92.5 million. He said when this was translated into the local sales tax collected which equated to about a 2 to 1 ratio or \$5 million versus \$2.3 million here. He remarked this was not a criticism, as the County was in a competitive space and those sales tax dollars were important to this County, as well as its residents and tourism had a unique opportunity to contribute. He pointed out tourism spending generated more than \$40 million in sales tax as reported by Tourism Economics, which was an industry consultant. He apprised that 24% of County residents earned their living through a direct or indirect link to tourism, such as hotel employees, restaurant employees, food delivery drivers and the warehouses they pick up their products from. As an example, he said deliveries were made in Lake George six times a week in the summer and once a week in the winter. He informed the opportunity here to continue to explore and drive a year-round industry was critical for the County and he wanted to ensure they were aware the Warren County Lodging Association was working with the County to accomplish this together, but since they were in a competitive space speed and working against data were critical. He mentioned a number of the seasonal properties closed until next year following Columbus Day on Monday resulting in about 5% of the residents of this County collecting unemployment. He apprised as they moved toward a year-round tourism industry that was not weather dependent it would provide them with an opportunity to assist with the well being of thousands of people who resided in the County. He thanked the Board members for their efforts, as tourism appeared to be a regular topic of discussion at Board Meetings; he said he was pleased with this since tourism was the No. 2 economic driver in the region and consisted of over one hundred businesses that were tied to the tourism economy.

Supervisor Driscoll stated in yesterday's edition of *The Chronicle* there was a letter to the editor from Bill Kenny, *former Supervisor representing the 5th Ward of the City of Glens Falls*, where he opined that tourism was an eleven week season here in the County. Supervisor Driscoll stated he felt it was a disservice to everyone involved in the tourism industry to imply that the County only had tourism industry during the summer season, as he believed they were moving toward making it a year-round destination with a variety of events and activities.

Supervisor Dickinson advised as a land surveyor he had spent his entire life dealing with individuals and their rights to property and he believed it was a crime for the County to take anybodies property, specifically in the case where they were willing to make the County whole in order to retain their property. He remarked he believed some Board members were using the excuse that they wanted to stick to the procedure in order to take away an individuals property which he was troubled by.

Chairman Conover called for a brief recess to allow him to meet with Supervisors Braymer and Geraghty, as well as Mr. Moore in the County Administrators Office.

The Board recessed from 12:02 p.m. until 12:13 p.m.

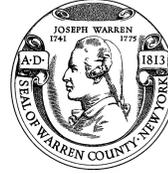
Chairman Conover called for announcements.

Supervisor Loeb congratulated all of the candidates who were running for a seat on the Board of Supervisors, as it was a difficult job and he wished them well.

There being no further business to come before the Board of Supervisors, on motion made by Supervisor Geraghty and seconded by Supervisor Hogan, Chairman Conover adjourned the Board Meeting at 12:14 p.m.

Warren County Board of Supervisors

OCTOBER 18, 2019
BOARD MEETING
INDEX



<u>RES. NO.</u>	<u>VOTE</u>	<u>DESCRIPTION</u>
RCAR01		REPORT OF COMMITTEE ON ASSESSMENT ROLLS
417	ROLL CALL	FINANCE - MAKING SUPPLEMENTAL APPROPRIATIONS
418	ROLL CALL	FINANCE - AMENDING WARREN COUNTY BUDGET FOR 2019 FOR VARIOUS DEPARTMENTS WITHIN WARREN COUNTY
419		CRIMINAL JUSTICE & PUBLIC SAFETY (<i>ASSIGNED COUNSEL</i>) - AUTHORIZING AGREEMENT WITH JOHN J. GOODMAN, ESQ. TO SERVE AS SUPERVISING ATTORNEY FOR THE ASSIGNED COUNSEL OFFICE
420		CRIMINAL JUSTICE & PUBLIC SAFETY (<i>OFFICE OF EMERGENCY SERVICES</i>) - AMENDING RESOLUTION NO. 110 OF 2019, AUTHORIZING AGREEMENT WITH MOUNTAIN MEDICAL SERVICES, PLLC TO PROVIDE SPECIAL PHYSICAL EXAMINATIONS FOR HAZMAT TEAM MEMBERS WORKING WITH THE OFFICE OF EMERGENCY SERVICES, TO INCREASE FEES FOR PHYSICAL EXAMINATIONS
421		CRIMINAL JUSTICE & PUBLIC SAFETY (<i>PROBATION</i>) - AUTHORIZING AGREEMENT WITH AUTOMON TO PROVIDE CASE MANAGEMENT SOFTWARE MAINTENANCE FOR THE PROBATION OFFICE AND RATIFYING ACTIONS TAKEN TO IMPLEMENT SAME
422		ECONOMIC GROWTH & DEVELOPMENT (<i>PLANNING</i>) - AUTHORIZING MEMORANDUM OF AGREEMENT AND PROVISION OF IN-KIND MATCH WITH THE TOWN OF QUEENSBURY TO COMPLETE A COMPREHENSIVE WATERSHED MANAGEMENT PLAN FOR LAKE GEORGE
423		ENVIRONMENTAL CONCERNS & REAL PROPERTY TAX SERVICES (<i>ENVIRONMENTAL CONCERNS</i>) - RESOLUTION SUPPORTING PROTECTION OF ALL WARREN COUNTY'S WATER RESOURCES
424		HEALTH, HUMAN & SOCIAL SERVICES (<i>DEPARTMENT OF SOCIAL SERVICES</i>) - RESCINDING RESOLUTION NO. 264 OF 2019, AUTHORIZING CONTINUATION OF AGREEMENT WITH COUNCIL FOR PREVENTION OF ALCOHOL AND SUBSTANCE ABUSE, INC. FOR THE YOUTH COURT PROGRAM
425		HEALTH, HUMAN & SOCIAL SERVICES (<i>PUBLIC HEALTH</i>) - AUTHORIZING CONTRACT WITH A CERTIFIED CODING AND OASIS VENDOR TO BE DETERMINED TO PROVIDE SERVICES WHICH WILL BE USED BY THE HOME CARE AGENCY WITHIN THE HEALTH SERVICES DIVISION - RESOLUTION WITHDRAWN

Warren County Board of Supervisors

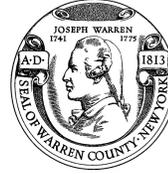
OCTOBER 18, 2019
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<u>RES. NO.</u>	<u>VOTE</u>	<u>DESCRIPTION</u>
426		HEALTH, HUMAN & SOCIAL SERVICES (<i>VETERANS' SERVICES</i>) - AUTHORIZING AGREEMENT WITH PANORAMIC VETPRO, INC. FOR THE PURCHASE OF A WEB-BASED VETERAN DATA MANAGEMENT SYSTEM
427		PUBLIC WORKS (<i>DPW</i>) - 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 FOR THE MIDDLETON BRIDGE OVER SCHROON RIVER PROJECT, TOWNS OF BOLTON, CHESTER, HORICON & WARRENSBURG
428		PUBLIC WORKS (<i>DPW</i>) - AMENDING AGREEMENT WITH FOIT-ALBERT ASSOCIATES, PC FOR ENGINEERING SERVICES AND RIGHT-OF-WAY INCIDENTALS IN CONNECTION WITH THE REPLACEMENT OF THE MIDDLETON BRIDGE OVER SCHROON RIVER PROJECT TO INCLUDE SUPPLEMENTAL AGREEMENT NO. 1 FOR THE DEPARTMENT OF PUBLIC WORKS
429		PUBLIC WORKS (<i>PARKS, RECREATION & RAILROAD</i>) - AUTHORIZING A REVOCABLE LICENSING AGREEMENT WITH STEWART'S CORPORATION TO ACCESS THE WARREN COUNTY BIKEWAY FROM THEIR PROPOSED STORE LOCATION ON RIDGE ROAD - RESOLUTION TABLED
430		PUBLIC WORKS (<i>PARKS, RECREATION & RAILROAD</i>) - AWARDED BID AND AUTHORIZING AGREEMENT WITH JUPITER ENVIRONMENTAL SERVICES FOR REMOVAL AND DISPOSAL OF ASBESTOS CONTAINING MATERIAL FROM THE DEMOLITION OF THE FORMER SARATOGA-NORTH CREEK RAILROAD ENGINEER'S BUILDING (WC 52-19)
431		PUBLIC WORKS (<i>PARKS, RECREATION & RAILROAD</i>) - ACCEPTING DONATION OF AN OBSERVATION HIVE TO UP YONDA FARM FROM THE FRIENDS OF UP YONDA AND AUTHORIZING THE CHAIRMAN OF THE BOARD OF SUPERVISORS TO SEND A LETTER OF APPRECIATION
432		SUPPORT SERVICES (<i>BOARD OF ELECTIONS</i>) - AMENDING AGREEMENT WITH NTS DATA SERVICES, LLC TO PROVIDE FULL DOCUMENT IMAGING TECHNOLOGY AND RELATED SERVICES TO THE BOARD OF ELECTIONS
433		SUPPORT SERVICES (<i>COUNTY ADMINISTRATOR</i>) - ADOPTING REVISED WARREN COUNTY PAYROLL RULES POLICY

Warren County Board of Supervisors

OCTOBER 18, 2019 BOARD MEETING INDEX



<u>RES. NO.</u>	<u>VOTE</u>	<u>DESCRIPTION</u>
434		SUPPORT SERVICES (<i>INFORMATION TECHNOLOGY</i>) - AMENDING AGREEMENTS WITH CHARTER COMMUNICATIONS OPERATING, LLC (ON BEHALF OF SPECTRUM) TO INCREASE FIBER INTERNET SPEED FOR THE WARREN COUNTY MUNICIPAL CENTER FOR THE INFORMATION TECHNOLOGY DEPARTMENT
435		SUPPORT SERVICES (<i>PURCHASING</i>) - ADOPTING REVISED WARREN COUNTY PURCHASING POLICY
436		TOURISM - ACCEPTING BID AND AUTHORIZING AGREEMENT WITH WORKING PICTURES, INC. FOR CREATION, PRODUCTION AND PLACEMENT OF TELEVISION COMMERCIALS AND PHOTOGRAPHY ASSETS FOR THE TOURISM DEPARTMENT (WC 55-19)
437	ROLL CALL	PERSONNEL & HIGHER EDUCATION - AMENDING TABLE OF ORGANIZATION AND WARREN COUNTY SALARY AND COMPENSATION PLAN FOR 2019
438		PERSONNEL & HIGHER EDUCATION (<i>COUNTRYSIDE ADULT HOME</i>) - AMENDING RESOLUTION NO. 166 OF 2019, AMENDING TABLE OF ORGANIZATION AND WARREN COUNTY SALARY AND COMPENSATION PLAN FOR 2019, TO EXTEND THE EFFECTIVE DATE OF THE SENIOR AIDE - PART TIME TEMPORARY POSITION AT COUNTRYSIDE ADULT HOME
439	ROLL CALL	FINANCE (<i>BUILDINGS & GROUNDS</i>) - AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE GENERAL FUND UNAPPROPRIATED SURPLUS TO THE HUMAN SERVICES BUILDING AND COUNTRYSIDE ADULT HOME BUDGETS; AMENDING 2019 WARREN COUNTY BUDGET
440		FINANCE (<i>CLERK OF THE BOARD</i>) - FURTHER AMENDING RESOLUTION NO. 374 OF 2017, APPROVING THE PAYMENT FOR SERVICES PROPOSAL SUBMITTED BY THE WARREN COUNTY CORONER, TO UPDATE REMOVAL, TRANSPORT AND FORENSIC MEDICAL SERVICES FEES
441	ROLL CALL	FINANCE (<i>COUNTY ADMINISTRATOR</i>) - AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE WESTMOUNT LEGACY RESERVE FUND TO THE PUBLIC NURSING HOME BUDGET IN ORDER TO PAY THE CLEMENTS GROUP FOR WORK DONE IN ACCORDANCE WITH THE DEBT COLLECTION CONTRACT; AMENDING 2019 WARREN COUNTY BUDGET

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<u>RES. NO.</u>	<u>VOTE</u>	<u>DESCRIPTION</u>
442		FINANCE (COUNTY ADMINISTRATOR) - AUTHORIZING AMENDMENT AGREEMENT WITH NATIONAL BUSINESS EQUIPMENT & SUPPLY LLC TO ADJUST THE ANNUAL COPY COUNT AND DECREASE GOLD ALLIANCE SERVICES AGREEMENT AMOUNT
443		FINANCE (COUNTY TREASURER) - AUTHORIZING EXTENSION AGREEMENT WITH CAPITAL MARKETS ADVISORS, LLC (FORMERLY ENVIRONMENTAL CAPITAL LLC) FOR FINANCIAL ADVISORY SERVICES FOR BONDS
444		FINANCE (COUNTY TREASURER) - FURTHER AMENDING THE UNASSIGNED FUND BALANCE POLICY FOR WARREN COUNTY - RESOLUTION TABLED
445	ROLL CALL	FINANCE (COUNTY TREASURER) - AUTHORIZING ACCEPTANCE OF SETTLEMENT FOR A RESIDENT AT WESTMOUNT HEALTH FACILITY AND AUTHORIZING COUNTY TREASURER TO WRITE-OFF REMAINING DEBT
446		FINANCE (DPW) - AUTHORIZING COUNTY TREASURER TO CLOSE CAPITAL PROJECTS
447	ROLL CALL	FINANCE (DPW) - ESTABLISHING CAPITAL PROJECT NO. H390, COUNTY BRIDGE & CULVERT PROJECTS; AUTHORIZING TRANSFER OF FUNDS; AND AMENDING WARREN COUNTY BUDGET FOR 2019
448	ROLL CALL	FINANCE (DPW) - INCREASING CAPITAL PROJECT NO. H278 MIDDLETON BRIDGE OVER SCHROON RIVER; AUTHORIZING TRANSFER OF FUNDS; AND AMENDING WARREN COUNTY BUDGET FOR 2019
449	ROLL CALL	FINANCE (DPW) - INCREASING CAPITAL PROJECT NO. H361 BRANT LAKE LOWER DAM; AUTHORIZING TRANSFER OF FUNDS; AND AMENDING WARREN COUNTY BUDGET FOR 2019
450	ROLL CALL	FINANCE (PARK OPERATIONS & MANAGEMENT) - AUTHORIZING THE APPROPRIATION OF FUNDS FROM DEFERRED REVENUE - GASLIGHT VILLAGE PARKING FEES TO THE CHARLES R. WOOD PARK PROPERTY BUDGET; AUTHORIZING REIMBURSEMENT TO THE VILLAGE OF LAKE GEORGE FOR VARIOUS EXPENSES AT THE CHARLES R. WOOD PARK; AND AMENDING 2019 WARREN COUNTY BUDGET

Warren County Board of Supervisors

OCTOBER 18, 2019 BOARD MEETING INDEX



<u>RES. NO.</u>	<u>VOTE</u>	<u>DESCRIPTION</u>
451	ROLL CALL	FINANCE (REAL PROPERTY TAX SERVICES) - AUTHORIZING SALE OF TOWN OF CHESTER TAX MAP PARCEL NO. 104.10-4-5 TO THE TOWN OF CHESTER FOLLOWING THE 2019 WARREN COUNTY TAX FORECLOSURE ACTION
452		ENVIRONMENTAL CONCERNS & REAL PROPERTY TAX SERVICES - RESOLUTION SETTING PUBLIC HEARING ON WARREN COUNTY SEWER DISTRICT (INDUSTRIAL PARK) ASSESSMENT ROLL
453		ENVIRONMENTAL CONCERNS & REAL PROPERTY TAX SERVICES - ADOPTING EQUALIZATION RATES FOR MUNICIPALITIES IN WARREN COUNTY FOR 2019
454		ENVIRONMENTAL CONCERNS & REAL PROPERTY TAX SERVICES - RELATING TO UNPAID SCHOOL TAXES
455		CHAIRMAN CONOVER - APPOINTING REPRESENTATIVES TO ADIRONDACK PARK LOCAL GOVERNMENT REVIEW BOARD DUE TO A RESIGNATION
<i>RESOLUTION NOS. 417-455 WERE DISTRIBUTED TO THE BOARD OF SUPERVISORS ON OCTOBER 10, 2019</i>		
456		BUDGET - OPPOSING THE WITHHOLDING OF LOCAL SALES TAX REVENUES FOR THE PURPOSE OF SHIFTING THE COST OF STATE PROGRAMS ON TO LOCAL GOVERNMENTS
<i>RESOLUTION NO. 456 WAS DEVELOPED PURSUANT TO ACTION TAKEN AT THE OCTOBER 16, 2019 BUDGET COMMITTEE MEETING</i>		
457		SUPERVISORS WILD & DICKINSON - WAIVING THE RULES OF THE BOARD REQUIRING THAT A RESOLUTION BE PRESENTED IN WRITING REGARDING RATIFYING THE TERMS OF THE POLICE SUPERVISORS BENEVOLENT ASSOCIATION MEMORANDUM OF AGREEMENT AND AUTHORIZING THE CHAIRMAN OF THE BOARD TO SIGN THE COLLECTIVE BARGAINING AGREEMENT INCORPORATED IN THE TERMS OF THE MEMORANDUM OF AGREEMENT
458		SUPERVISORS LEGGETT & McDEVITT - RATIFYING THE TERMS OF THE POLICE SUPERVISORS BENEVOLENT ASSOCIATION MEMORANDUM OF AGREEMENT AND AUTHORIZING THE CHAIRMAN OF THE BOARD TO SIGN THE COLLECTIVE BARGAINING AGREEMENT INCORPORATED IN THE TERMS OF THE MEMORANDUM OF AGREEMENT

RESOLUTION NOS. 457 & 458 WERE INTRODUCED FROM THE FLOOR AT THE BOARD MEETING

Warren County Board of Supervisors

OCTOBER 18, 2019
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RES. NO. **VOTE** **DESCRIPTION**

Warren County Board of Superbisors

REPORT OF COMMITTEE ON ASSESSMENT ROLLS

Your Committee on Environmental Concerns & Real Property Tax Services reports that they have verified the footings of the assessment rolls, referred to it as finalized by the Department of Equalization and Assessment, and certify that the following is a correct copy of such footings.

Dated: October 18, 2019

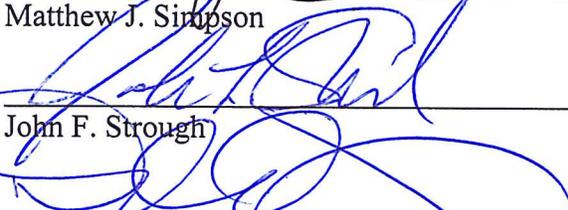
ENVIRONMENTAL CONCERNS & REAL PROPERTY TAX SERVICES COMMITTEE



Claudia Braymer, Chairman



Matthew J. Simpson

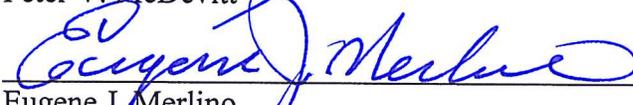


John F. Strough

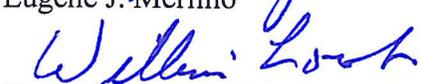
Dennis Dickinson



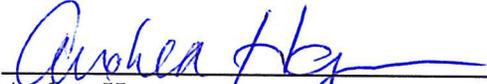
Peter V. McDevitt



Eugene J. Merlino



William Loeb



Andrea Hogan



Cynthia Hyde

2019 FOOTINGS

TOWN	COLUMN 1 TOWN TAXABLE	COLUMN 2 COUNTY TAXABLE	COLUMN 3 FIXED \$ EXEMPTS	COLUMN 4 TOTAL 2 + 3	COLUMN 5 PARTIAL EXEMPTS	COLUMN 6 GRAND TOTAL 4 + 5
BOLTON	1,584,737,458	1,583,146,680	0	1,583,146,680	10,994,276	1,594,140,956
CHESTER	744,608,105	744,608,105	1,500	744,609,605	24,464,165	769,073,770
GLENS FALLS	775,720,499	772,317,481	3,630	772,321,111	23,937,832	796,258,943
HAGUE	455,822,898	454,755,351	4,500	454,759,851	14,309,850	469,069,701
HORICON	652,226,802	652,226,802	9,200	652,236,002	13,574,641	665,810,643
JOHNSBURG	8,929,051	8,923,910	60	8,923,970	1,412,545	10,336,515
LAKE GEORGE INSIDE	234,149,277	230,152,369	0	230,152,369	5,753,265	235,905,634
OUTSIDE	891,110,238	889,800,937	0	889,800,937	13,099,292	902,900,229
TOTAL	1,125,259,515	1,119,953,306	0	1,119,953,306	18,852,557	1,138,805,863
LAKE LUZERNE	424,364,435	420,344,888	12,000	420,356,888	15,819,823	436,176,711
QUEENSBURY	3,803,763,187	3,810,634,725	26,700	3,810,661,425	115,428,291	3,926,089,716
STONY CREEK	1,335,610	1,330,490	3,400	1,333,890	372,675	1,706,565
THURMAN	165,901,557	164,655,741	1,500	164,657,241	43,136,660	207,793,901
WARRENSBURG	341,945,904	339,265,450	0	339,265,450	15,287,371	354,552,821
TOTAL	10,084,615,021	10,072,162,929	62,490	10,072,225,419	297,590,686	10,369,816,105

2019 District Totals

Town	Lighting District	Total	Fire District	Total	Water District	Total	Fire Protection	Total	Sewer District	Total	Misc	Total
Bolton		508,414,820		1,594,202,516								
Chester			Chester#2 Pottersville#3	532,640,169 184,242,563	Chester#1 Pottersville#2	37,172,909 11,571,727	North Creek Riverside	45,473,285 23,011,523	Loon Park Schroon Park Schroon Park - Exempt	241,001,138 63,001,709 5,965,350		
Hague		41,623,274						461,641,281				
Horicon								666,085,293	Schroon Park Schroon Park - Exempt	169,801,332 742,000		
Johnsburg				2,345,784				6,883,144			EMS	9,228,715
Lake George					D. Point Water	23,794,892	Lk George #1 Lk George #2	854,054,559 51,902,747	Caldwell Sch - Units Caldwell Other-Units Caldwell Capital Imp	2.00 6,021 163,718,986		
Lake Luzerne	Lk Luzerne Hudson Grove Lk Vanare Whitcon Beach	105,093,448 17,057,650 10,099,494 13,594,294		436,509,051	Lk Luzerne Hudson Grove	157,272,193 17,068,706					EMS	436,509,051
Queensbury	Fort Amherst Cleverdale Pinewood South Qsby West Qsby Queensbury	20,860,172 118,401,100 3,775,000 82,941,996 192,142,577 875,556,117			Shore Colony Qsby Exempt Qsby Non-Exe	15,828,540 216,519,531 2,407,965,618		3,954,886,726	Reservoir - Units Qsby Cons SSD S Q/Q Ave - Units Route 9 - Units West Qby Sewer Dist	25.00 12,417.70 1,147.52 6,193.23 1,856.91	Library EMS GL Protect Lk SS Pro DunBay1 DunBay2	3,951,888,892 3,951,888,892 333.85 176.04 60.00 11.00
Stony Creek								1,390,695				
Thurman								170,757,921				
Warrensburg		234,129,594		355,882,521		196,406,598				81,529,955		
Glens Falls											Library GF BID	815,276,152 61,784,530
Warren County									Benefit Sewer-Acres	62.11		

Warren County Board of Supervisors

RESOLUTION NO. 417 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS SOKOL, SIMPSON, MERLINO, DICKINSON, STROUGH, BEATY, FRASIER, McDEVITT, GERAGHTY, BRAYMER AND HYDE

MAKING SUPPLEMENTAL APPROPRIATIONS

WHEREAS, the Finance Committee has recommended amending the Warren County Budget for 2019 as set forth herein, now, therefore, be it

RESOLVED, that the following budget amendments are approved and authorized:

<u>FROM CODE</u>		<u>TO CODE</u>		<u>AMOUNT</u>
<u>DEPARTMENT: COUNTY ADMINISTRATOR</u>				
A.1011 444	County Administrator, Travel/Education/Conference	A.1671 421	Print Shop, Equipment Rental	\$400.00
<u>DEPARTMENT: COUNTY ATTORNEY</u>				
A.1610 418	Fleet Management, Ins- General Liability	A.1420 419	Law (County Attorney), Settlements	2,000.00
A.1620 418	Buildings, Ins-General Liability	A.1420 419		6,000.00
A.3110 418	Sheriffs Law Enforcement, Ins-General Liability	A.1420 419		4,000.00
<u>DEPARTMENT: BUILDINGS & GROUNDS</u>				
A.1620 413	Buildings, Repair & Maint- Bldg/Property	A.1620 260	Buildings, Other Equipment	35,128.00
<u>DEPARTMENT: HEALTH SERVICES</u>				
A.4010 110	Health Services, Salaries- Regular	A.4010 470	Health Services, Contract	13,000.00
<u>DEPARTMENT: OFFICE OF THE AGING</u>				
A.6772.4300 410	OFA-Warren County, DSRIP Program, Supplies	A.6772.4300 130	OFA-Warren County, DSRIP Program, Salaries Part Time	4,736.24
A.6772.4300 220	Office Equipment	A.6772.4300 130		2,263.76
<u>DEPARTMENT: PLANNING & COMMUNITY DEVELOPMENT</u>				
A.8022 470	Planning GIS Program, Contract	A.8022 260	Planning GIS Program, Other Equipment	5,290.00

RESOLUTION No. 417 OF 2019

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<u>FROM CODE</u>		<u>TO CODE</u>		<u>AMOUNT</u>
<u>DEPARTMENT: PUBLIC WORKS</u>				
D.5110 110	County Road, Maintenance of Roads, Salaries-Regular	D.5112.8288 110	County Road, County Roads, 2019 CR#21 West Hague Road, Salaries-Regular	\$2,123.09
D.5110 110		D.5112.8289 110	2019 CR#21 New Hague Road, Salaries-Regular	5,973.11
D.5110 110		D.5112.8294 110	2019 CR#59 Bloody Pond Road, Salaries-Regular	14,510.61
D.5110 130	Salaries-Part Time	D.5112.8288 130	2019 CR#21 West Hague Road, Salaries-Part Time	263.82
D.5110 130		D.5112.8289 130	2019 CR#21 New Hague Road, Salaries-Part Time	709.65
D.5110 130		D.5112.8294 130	2019 CR#59 Bloody Pond Road, Salaries-Part Time	817.88
D.5110 421	Equipment Rental	D.5112.8288 421	2019 CR#21 West Hague Road, Equipment Rental	3,517.48
D.5110 421		D.5112.8289 421	2019 CR#21 New Hague, Equipment Rental	7,261.96
D.5110 421		D.5112.8294 421	2019 CR#59 Bloody Pond Road, Equipment Rental	13,528.69
D.5110 810	Retirement	D.5112 8288 810	2019 CR#21 West Hague Road, Retirement	253.52
D.5110 810		D.5112.8289 810	2019 CR#21 New Hague Road, Retirement	891.73
D.5110 810		D.5112.8294 810	2019 CR#59 Bloody Pond Road, Retirement	1,817.58
D.5110 830	Social Security	D.5112 8288 830	2019 CR#21 West Hague Road, Social Security	140.34
D.5110 830		D.5112.8289 830	2019 CR#21 New Hague Road, Social Security	479.87
D.5110 830		D.5112.8294 830	2019 CR#59 Bloody Pond Road, Social Security	917.59
D.5110 831	Medicare Contribution	D.5112.8288 831	2019 CR#21 West Hague Road, Medicare Contribution	32.82
D.5110 831		D.5112.8289 831	2019 CR#21 New Hague Road, Medicare Contribution	112.26

RESOLUTION No. 417 OF 2019

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<u>FROM CODE</u>		<u>TO CODE</u>		<u>AMOUNT</u>
<u>DEPARTMENT: PUBLIC WORKS</u> - cont.				
D.5110 831	County Road, Maintenance of Roads, Medicare Contribution	D.5112.8294 831	County Road, County Roads, 2019 CR#59 Bloody Pond Road, Medicare Contribution	\$214.57
D.5110 860	Hospitalization	D.5112.8288 860	2019 CR#21 West Hague Road, Hospitalization	399.48
D.5110 860		D.5112.8289 860	2019 CR#21 New Hague Road, Hospitalization	1,410.80
D.5110 860		D.5112.8294 860	2019 CR#59 Bloody Pond Road, Hospitalization	2,949.36
D.5110 865	Dental Insurance	D.5112.8288 865	2019 CR#21 West Hague Road, Dental Insurance	7.07
D.5110 865		D.5112.8289 865	2019 CR#21 New Hague Road, Dental Insurance	22.50
D.5110 865		D.5112.8294 865	2019 CR#59 Bloody Pond Road, Dental Insurance	52.64
D.5112.8289 280	County Roads, 2019 CR#21 New Hague Road, Projects	D.5112.8289 120	2019 CR#21 New Hague Road, Salaries-Overtime	1,490.68
D.5112.8292 280	2019 CR#29 Peaceful Valley Road, Projects	D.5112.8297 280	2019 CR#58 West Mountain Road, Projects	7,572.76
D.5112.8293 280	2019 CR#73 Gore Mountain Road, Projects	D.5112.8297 280		9,482.10
D.5112.8293 280		D.5112.8305 280	2019 CR#49 Coolidge Hill Road, Projects	3,343.79
D.5112.8294 280	2019 CR#59 Bloody Pond Road, Projects	D.5112.8294 120	2019 CR#59 Bloody Pond Road, Salaries-Overtime	404.59
D.5112.8295 280	2019 CR#44 Main Street/Mill Street, Projects	D.5112.8305 280	2019 CR#49 Coolidge Hill Road, Projects	1,136.50
D.5112.8295 280		D.5112.8306 280	2019 CR#3 Warrensburg Road, Projects	4,344.73
D.5112.8300 280	2019 CR#60 Harrington Hill Road, Projects	D.5110 421	Maintenance of Roads, Equipment Rental	21,000.00
D.5112.8300 280		D.5142 410	Snow Removal-County, Supplies	25,134.63

RESOLUTION No. 417 OF 2019

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<u>FROM CODE</u>		<u>TO CODE</u>		<u>AMOUNT</u>
<u>DEPARTMENT: SHERIFF</u>				
A.3150 110	Sheriff's Correction Division, Salaries-Regular	A.3150 120	Sheriff's Correction Division, Salaries, Overtime	\$50,000.00
A.3150 110		A.3110 110	Sheriff's Law Enforcement, Salaries-Regular	220,000.00
A.3150 110		A.3110 120	Salaries-Overtime	40,000.00
A.3150 130	Salaries-Part Time	A.3110 120		60,000.00
A.3020 110	Sheriff's 911 Center, Salaries- Regular	A.3020 120	Sheriff's 911 Center, Salaries-Overtime	30,000.00
A.3020 110		A.3020 130	Salaries-Part Time	20,000.00
<u>DEPARTMENT: VETERANS' SERVICES</u>				
A.6510 130	Veterans' Services, Salaries- Part Time	A.6510 470	Veterans' Services, Contract	4,995.00
<u>SPECIAL ITEMS:</u>				
A.1990 469	Contingent Account, Other Payments/Contributions	A.1420 419	Law(County Attorney), Settlements	38,000.00
A.1990 469		A.1435 439	Human Resources, Misc Fees & Expenses	1,500.00
A.1990 469		A.1680 470	Information Technology, Contract	35,000.00
A.1990 469.01	Contingent Account, Other Payments/Salaries	A.3110 120	Sheriff's Law Enforcement, Salaries- Overtime	135,000.00
A.1990 469.01		A.3110 130	Salaries-Part Time	110,000.00

Warren County Board of Supervisors

RESOLUTION NO. 418 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS SOKOL, SIMPSON, MERLINO, DICKINSON, STROUGH, BEATY, FRASIER, MCDEVITT, GERAGHTY, BRAYMER AND HYDE

AMENDING WARREN COUNTY BUDGET FOR 2019 FOR VARIOUS DEPARTMENTS WITHIN WARREN COUNTY

WHEREAS, the Finance Committee has recommended amending the Warren County Budget for 2019 as set forth herein, now, therefore, be it

RESOLVED, that the following budget amendments are approved and authorized:

<u>CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
ASSIGNED COUNSEL		
<u>ESTIMATED REVENUE</u>		
A.1170 3045	Legal Defense-Indigents, Office of Indigent Legal Services Distribution	\$56,262.23
<u>APPROPRIATIONS</u>		
A.1170 110	Legal Defense-Indigents, Salaries-Regular	5,300.00
A.1170 130	Salaries-Part Time	12,395.04
A.1170 210	Furniture/Furnishings	5,000.00
A.1170 470	Contract	31,769.65
A.1170 810	Retirement	443.87
A.1170 830	Social Security	1,097.09
A.1170 831	Medicare Contribution	256.58
COUNTY CORONER		
<u>ESTIMATED REVENUE</u>		
A.1185 2655	Medical Examiners & Coroners, Minor Sales, Other	7,234.00
<u>APPROPRIATIONS</u>		
A.1185 435	Medical Examiners & Coroners, Medical Fees	7,234.00
EMPLOYMENT AND TRAINING		
<u>ESTIMATED REVENUE</u>		
40.6293.0355 1894	Workforce Invest. Act, WIA/WIOA, DSS Referrals, Social Services Charges	98,123.00

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<u>CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
EMPLOYMENT AND TRAINING - cont.		
<u>APPROPRIATIONS</u>		
40.6293.0355 110	Workforce Invest. Act, WIA/WIOA, DSS Referrals, Salaries-Regular	\$48,749.00
40.6293.0355 220	Office Equipment	178.00
40.6293.0355 260	Other Equipment	89.00
40.6293.0355 410	Supplies	710.00
40.6293.0355 411	Rent-Building/Property	10,264.00
40.6293.0355 421	Equipment Rental	43.00
40.6293.0355 423	Workforce Invest. Act, WIA/WIOA, DSS Referrals, Telephone	888.00
40.6293.0355 424	Postage	71.00
40.6293.0355 426	Subscriptions	213.00
40.6293.0355 427	Membership & Dues	133.00
40.6293.0355 428	Data Processing & Internet Fees	781.00
40.6293.0355 439	Misc. Fees & Expenses	533.00
40.6293.0355 444	Travel/Education/Conference	675.00
40.6293.0355 470	Contract	279.00
40.6293.0355 810	Retirement	7,326.00
40.6293.0355 830	Social Security	3,022.00
40.6293.0355 831	Medicare Contribution	707.00
40.6293.0355 840	Workmen's Compensation	1,266.00
40.6293.0355 850	Unemployment Insurance	661.00
40.6293.0355 855	Disability	5.00
40.6293.0355 860	Hospitalization	16,554.00
40.6293.0355 861	Retirees Hospitalization	4,766.00
40.6293.0355 865	Dental Insurance	210.00
PUBLIC DEFENDER		
<u>ESTIMATED REVENUE</u>		
A.1171 3045	Public Defender, Office of Indigent Services Distribution	106,652.50

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<u>CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
PUBLIC DEFENDER - cont.		
<u>APPROPRIATIONS</u>		
A.1171 110	Public Defender, Salaries-Regular	\$58,697.50
A.1171 210	Furniture/Furnishings	27,416.00
A.1171 220	Office Equipment	12,800.00
A.1171 810	Retirement	2,457.00
A.1171 830	Social Security	4,108.00
A.1171 831	Medicare Contribution	1,174.00
PUBLIC WORKS		
<u>ESTIMATED REVENUE</u>		
A.1325 5031	County Treasurer, Interfund Transfers	201,888.48
D.5010 5031	County Road, Highway Administration, Interfund Transfers	345,066.97
D.5010 3501	County Road, Highway Administration, Consolidated Highway Aid	230,748.43
DM.5130 2680	Road Machinery, Machinery, Insurance Recoveries	1,378.46
<u>APPROPRIATIONS</u>		
A.9950 910	Transfers-Capital Projects, Interfund Transfers	201,888.48
D.9950 910	County Road, Transfers-Capital Projects, Interfund Transfers	345,066.97
D.5112 8244 280	County Road, County Roads, CR#19 Olmsteadville Road, Projects	24,000.00
D.5112 8251 280	2016 CR#35 Diamond Point Road, Projects	4,000.00
D.5112 8254 280	2016 CR#10 Schroon River Road, Projects	70,248.43
D.5112 8255 280	2017 CR#16 East River Drive, Projects	45,000.00
D.5112 8267 280	2017 CR#77 Main Street, Projects	12,500.00
D.5112 8270 280	2017 CR#11 Horicon Avenue, Projects	9,000.00
D.5112 8276 280	2018 CR#78 13 th Lake Road, Projects	61,000.00
D.5112 8305 280	2018 CR#49 Coolidge Hill Road, Projects	5,000.00
DM.5130 441	Road Machinery, Machinery, Auto-Supplies & Repair	1,378.46

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SHERIFF

ESTIMATED REVENUE

A.3020 2680	Sheriff's 911 Center, Insurance Recoveries	\$16,157.00
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APPROPRIATIONS

A.3020 422	Sheriff's 911 Center, Repair/Maint - Equipment	16,157.00
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RESOLVED, that the supplemental appropriations or reductions in estimated revenues and appropriations set forth above are authorized and the County Treasurer be, and he hereby is, authorized and directed to amend the budget of Warren County for 2019 for the estimated revenues, appropriations and codes indicated, and be it further

RESOLVED, that the Warren County budget for 2019 is hereby amended accordingly.

Warren County Board of Supervisors

RESOLUTION NO. 419 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS LEGGETT, GERAGHTY, SIMPSON, WILD, MAGOWAN, SOKOL, HOGAN, BRAYMER, DRISCOLL, MERLINO AND VACANT

AUTHORIZING AGREEMENT WITH JOHN J. GOODMAN, ESQ. TO SERVE AS SUPERVISING ATTORNEY FOR THE ASSIGNED COUNSEL OFFICE

WHEREAS, grant funding has been provided to the Warren County Assigned Counsel Office for supervising attorney services, and

WHEREAS, the Assigned Counsel Administrator has requested a new agreement with John J. Goodman, Esq. to provide supervising attorney services, now, therefore, be it

RESOLVED, that the Board of Supervisors hereby authorizes an agreement with John J. Goodman, Esq., 104 Rabbit Road, Greenwich, NY 12834, to provide supervising attorney services at a rate of One Hundred Fifty Dollars (\$150) per hour, not to exceed Fourteen Thousand Three Hundred Twenty Dollars (\$14,320) per year, for a term commencing November 1, 2019 and continuing so long as grant funding is provided for same, in the form approved by the County Attorney, and be it further

RESOLVED, that said funds shall be expended from Budget Code A.1170 440 Legal Defense-Indigents, Legal/Transcript Fees.

Warren County Board of Supervisors

RESOLUTION NO. 420 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS LEGGETT, GERAGHTY, SIMPSON, WILD, MAGOWAN, SOKOL, HOGAN, BRAYMER, DRISCOLL, MERLINO AND VACANT

AMENDING RESOLUTION NO. 110 OF 2019, AUTHORIZING AGREEMENT WITH MOUNTAIN MEDICAL SERVICES, PLLC TO PROVIDE SPECIAL PHYSICAL EXAMINATIONS FOR HAZMAT TEAM MEMBERS WORKING WITH THE OFFICE OF EMERGENCY SERVICES, TO INCREASE FEES FOR PHYSICAL EXAMINATIONS

WHEREAS, by Resolution No. 110 of 2019 the Board of Supervisors authorized a new agreement with Mountain Medical Services, PLLC to provide the required hazardous materials team annual medical examinations for an amount not to exceed One Hundred Sixty Dollars (\$160) per team member for a term commencing upon execution and terminating upon sixty (60) days written notice, and

WHEREAS, the Director of the Office of Emergency Services has advised of the need to increase the rates for annual medical examinations, which have not been adjusted since 2010, from One Hundred Sixty Dollars (\$160) per team member to Two Hundred Forty Dollars (\$240) per team member, now, therefore, be it

RESOLVED, that the Board of Supervisors hereby amends Resolution No. 110 of 2019 to increase the rates for required hazardous materials team annual medical examinations from One Hundred Sixty Dollars (\$160) per member to Two Hundred Forty Dollars (\$240) per member, and be it further

RESOLVED, that all other portions of Resolution No. 110 of 2019 shall remain in full force and effect.

Warren County Board of Supervisors

RESOLUTION NO. 421 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS LEGGETT, GERAGHTY, SIMPSON, WILD, MAGOWAN, SOKOL, HOGAN, BRAYMER, DRISCOLL, MERLINO AND VACANT

AUTHORIZING AGREEMENT WITH AUTOMON TO PROVIDE CASE MANAGEMENT SOFTWARE MAINTENANCE FOR THE PROBATION OFFICE AND RATIFYING ACTIONS TAKEN TO IMPLEMENT SAME

WHEREAS, the Director of Probation has requested an agreement with AutoMon to provide case management software maintenance for the Probation Department in an amount not to exceed Eight Thousand Eight Hundred Forty Dollars (\$8,840), and

WHEREAS, the Director of Probation has requested that the agreement be made effective retroactive to August 18, 2019, now, therefore, be it

RESOLVED, that the Board of Supervisors hereby authorizes an agreement with AutoMon, 6621 N. Scottsdale Road, Scottsdale, AZ 85250, to provide case management software maintenance at a cost not to exceed Eight Thousand Eight Hundred Forty Dollars (\$8,840) for a term commencing retroactive to August 18, 2019 and terminating August 17, 2020, and does hereby ratify actions taken to implement the contract prior to approval by the Board of Supervisors, and be it further

RESOLVED, that funds for this contract shall be expended from Budget Code A. 3140 422, Probation, Repair/Maint-Equipment.

Warren County Board of Supervisors

RESOLUTION NO. 422 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS McDEVITT, BEATY, LEGGETT, BRAYMER, STROUGH, HOGAN, MAGOWAN, SIMPSON AND WILD

AUTHORIZING MEMORANDUM OF AGREEMENT AND PROVISION OF IN-KIND MATCH WITH THE TOWN OF QUEENSBURY TO COMPLETE A COMPREHENSIVE WATERSHED MANAGEMENT PLAN FOR LAKE GEORGE

WHEREAS, the Town of Queensbury was awarded funding in 2015 on behalf of the communities within the Lake George Watershed to complete a Comprehensive Watershed Management Plan for Lake George which will guide future actions for the protection and improvement of the Watershed and Lake water quality, and

WHEREAS, the Town of Queensbury is seeking for the Warren County Planning & Community Development Department to provide contract administration services in the amount of Twenty Thousand Dollars (\$20,000), for which the Town of Queensbury will provide a cash payment of Fifteen Thousand Dollars (\$15,000) to Warren County and the Warren County Planning & Development Department will provide Five Thousand Dollars (\$5,000) as in-kind services, the total of which shall apply to the Town of Queensbury's Fifty Percent (50%) matching grant funds, and

WHEREAS, the Director of Planning & Community Development is seeking a Memorandum of Agreement and Provision of In-Kind Match to memorialize this agreement, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors does hereby authorize a Memorandum of Agreement and Provision of In-Kind Match with the Town of Queensbury in a form approved by the County Attorney.

Warren County Board of Supervisors

RESOLUTION NO. 423 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS BRAYMER, SIMPSON, STROUGH, DICKINSON, MCDEVITT, MERLINO, LOEB, HOGAN AND HYDE

RESOLUTION SUPPORTING PROTECTION OF ALL WARREN COUNTY'S WATER RESOURCES

WHEREAS, Warren County has an array of fresh water lakes, waters and watersheds that constitute valuable assets for drinking water, recreation, tourism, flood control, fishing, and community health, as well as essential habitat for plants and animals, and

WHEREAS, the enormous economic value of fresh waters in the County only appreciates as the needs for and pressures on these resources increase, and

WHEREAS, growing scientific documentation presents incontrovertible evidence of mounting threats and impacts on the County's fresh water lakes, waters, and their associated watersheds, and

WHEREAS, sources of these threats and impacts commonly include inadequate wastewater and stormwater controls, introduction and spread of aquatic and terrestrial invasive species, excessive use of road salt and warming from climate change, and

WHEREAS, these sources have the potential to decrease the quality of the County's fresh water resources and their natural resilience to change, and

WHEREAS, such declines in water quality can lead to negative impacts that cause substantial economic, environmental, public health and community costs, and

WHEREAS, Warren County seeks to develop and implement successful programs for stopping and reversing water quality declines, and

WHEREAS, the effectiveness of programs to stem the decline of fresh waters has been shown to be substantially strengthened through their application by watershed boundaries rather than political boundaries, and

WHEREAS, natural watersheds encompass comprehensive inputs to and influences on a waterbody, including streams and seepages, stormwater runoff, leaching from municipal and onsite wastewater treatment, weather and more, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby adopts the goal of ensuring that all of our lakes, waters, and watersheds are protected and that water quality is continually protected, restored, and improved, and be it further

RESOLUTION No. 423 OF 2019

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RESOLVED, that Warren County is dedicated to solving the problems threatening water quality with particular emphasis on improving wastewater and stormwater controls, stopping the introduction and spread of aquatic and terrestrial invasive species, reducing the use of excessive road salt, educating residents and visitors of their role in fresh water protection, and thus increasing resilience to climate change, and be it further

RESOLVED, that County-wide solutions to identify problems threatening water quality will be generated and implemented more effectively with support from Warren County, and be it further

RESOLVED, that development and implementation of solutions will be guided by best available science, water and watershed management experience, technology and analytics as being applied at and beyond the waters of Warren County, and be it further

RESOLVED, that natural watershed boundaries will frame the execution of measures to be implemented to ensure maximum effectiveness in protecting and/or restoring the waters and watersheds of Warren County, and be it further

RESOLED, that implementation of any County-funded measures dedicated to protecting the County's waters and watersheds will be monitored by best available technologies and practices to assess their effectiveness in reducing sources of water quality declines, and be it further

RESOLVED, that Warren County will work with State and Federal agencies and officials and will seek State and Federal funding to the extent possible and appropriate to accomplish the County's goal of clean waters throughout the County.

Warren County Board of Supervisors

RESOLUTION NO. 424 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS FRASIER, MCDEVITT, BRAYMER, LEGGETT, LOEB, DRISCOLL, HYDE, MAGOWAN AND SOKOL

RESCINDING RESOLUTION NO. 264 OF 2019, AUTHORIZING CONTINUATION OF AGREEMENT WITH COUNCIL FOR PREVENTION OF ALCOHOL AND SUBSTANCE ABUSE, INC. FOR THE YOUTH COURT PROGRAM

WHEREAS, Resolution No. 264 of 2019 authorized the Chairman of the Board of Supervisors to execute a continuation agreement with the Council for Prevention of Alcohol and Substance Abuse, Inc. to provide a Youth Court Program, in an amount not to exceed Sixty-Seven Thousand Two Hundred Ninety-Five Dollars (\$67,295) for a term commencing January 1, 2019 and terminating December 31, 2019, in a form approved by the County Attorney, and

WHEREAS, the Commissioner of the Department of Social Services has advised the correct continuation agreement terms and amount were authorized by Resolution No. 386 of 2019, and has identified Resolution No. 264 of 2019 as a duplicate resolution which should be rescinded, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby rescinds Resolution No. 264 of 2019.

Warren County Board of Supervisors

RESOLUTION NO. 425 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS FRASIER, MCDEVITT, BRAYMER, LEGGETT, LOEB, DRISCOLL, HYDE, MAGOWAN AND SOKOL

AUTHORIZING CONTRACT WITH A CERTIFIED CODING AND OASIS VENDOR TO BE DETERMINED TO PROVIDE SERVICES WHICH WILL BE USED BY THE HOME CARE AGENCY WITHIN THE HEALTH SERVICES DIVISION

RESOLUTION WITHDRAWN

WHEREAS, the Director of Public Health/Patient Services has identified the need for the services of a certified Coding and Oasis vendor which will be used by the Home Care Agency within the Health Services Division to improve the capacity for coding, ensure document integrity and decrease the process time for billing, and

WHEREAS, the Director of Public Health/Patient Services advised she is seeking proposals for the contract, but was unable to identify a vendor at the time the request for new contract was made to the Health, Human & Social Services Committee, but has requested that said contract begin on November 1, 2019 and renew automatically, so long as the rate does not increase by more than five percent (5%), unless terminated by either party with thirty (30) days written notice, now, therefore, be it

RESOLVED, that the Board of Supervisors hereby approves a contract with a certified Coding and Oasis vendor to be determined to provide improved capacity for coding, ensure document integrity and decrease the process time for billing for the Home Care Agency within the Health Services Division for a term commencing November 1, 2019 and renewing automatically, so long as the rate does not increase by more than five percent (5%), unless terminated by either party with thirty (30) days written notice in a form approved by the Warren County Attorney, and be it further

RESOLVED, that the cost of the contract is to be funded from Budget Code A.4010 470, Health Services, Contract.

Warren County Board of Supervisors

RESOLUTION NO. 426 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS FRASIER, MCDEVITT, BRAYMER, LEGGETT, LOEB, DRISCOLL, HYDE, MAGOWAN AND SOKOL

AUTHORIZING AGREEMENT WITH PANORAMIC VETPRO, INC. FOR THE PURCHASE OF A WEB-BASED VETERAN DATA MANAGEMENT SYSTEM

RESOLVED, that the Board of Supervisors hereby approves an agreement with VetPro, Inc., 32932 Pacific Coast Highway #14-482, Dana Point, CA 92629, in a form approved by the County Attorney for the purchase of a web-based Veteran Data Management System in an amount not to exceed Four Thousand Nine Hundred Ninety-Five Dollars (\$4995) for a term commencing November 1, 2019 and continuing unless terminated by either party with thirty (30) days written notice, and be it further

RESOLVED, that the cost of the agreement shall be funded from Budget Code A.6510 470, Veterans' Services, Contract.

Warren County Board of Supervisors

RESOLUTION NO. 427 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS SIMPSON, MERLINO, FRASIER, DICKINSON, DIAMOND, LOEB, HYDE, MAGOWAN, WILD, HOGAN AND GERAGHTY

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 FOR THE MIDDLETON BRIDGE OVER SCHROON RIVER PROJECT, TOWNS OF BOLTON, CHESTER, HORICON & WARRENSBURG

WHEREAS, the Middleton Bridge over Schroon River Project, Towns of Bolton, Chester, Horicon & Warrensburg, P.I.N. 1755.27 (the "Project") is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs of such program to be borne at the ratio of 80% Federal funds and 20% non-federal funds, and

WHEREAS, the County of Warren desires to advance the Project by making a commitment of 100% of the non-federal share of the costs of Design & Right-of-Way Incidentals, now, therefore, the County of Warren duly convened does hereby

RESOLVE, that the Warren County Board of Supervisors hereby approves the above-subject Project, and it is further

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the County of Warren to pay in the first instance 100% of the federal and non-federal share of the cost of Design & Right-of-Way Incidentals work for the Project or portions thereof, and it is further

RESOLVED, that the sum of Three Hundred Twenty-Five Thousand Dollars and no cents (\$325,000) has been appropriated from Capital Project H278.9550 280 Middleton Bridge over Schroon River and made available to cover the cost of participation in the above phase of the Project, and it is further

RESOLVED, that the additional sum of Two Hundred Thirty-Two Thousand Five Hundred Forty-Seven Dollars and No Cents (\$232,547) is hereby appropriated from Capital Project H278.9550 280 Middleton Bridge over Schroon River and made available to cover the cost of participation in the above phase of the Project, and it is further

RESOLVED, that in the event the full federal and non-federal share costs of the Project exceeds the amount appropriated above, the Warren 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 it is further

RESOLVED, that the Chairman of the Warren County Board of Supervisors 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 Warren 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

RESOLUTION No. 427 OF 2019

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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 in a form approved by the County Attorney, and it is 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 it is further

RESOLVED, this Resolution shall take effect immediately.

Warren County Board of Supervisors

RESOLUTION NO. 428 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS SIMPSON, MERLINO, FRASIER, DICKINSON, DIAMOND, LOEB, HYDE, MAGOWAN, WILD, HOGAN AND GERAGHTY

AMENDING AGREEMENT WITH FOIT-ALBERT ASSOCIATES, PC FOR ENGINEERING SERVICES AND RIGHT-OF-WAY INCIDENTALS IN CONNECTION WITH THE REPLACEMENT OF THE MIDDLETON BRIDGE OVER SCHROON RIVER PROJECT TO INCLUDE SUPPLEMENTAL AGREEMENT NO. 1 FOR THE DEPARTMENT OF PUBLIC WORKS

WHEREAS, pursuant to Resolution No. 810 of 2007, the Chairman of the Board of Supervisors was authorized to execute an agreement with Foit-Albert Associates, PC, Hanover Square, 435 New Karner Road, Albany, New York 12205-5831, to provide engineering services and right-of-way incidentals relative to replacement of the Middleton Bridge over Schroon River for a cost plus fixed fee not to exceed Three Hundred Twenty-Five Thousand Dollars (\$325,000) for a term commencing August 17, 2007 and terminating upon completion of the project, and

WHEREAS, the Superintendent of the Department of Public Works has requested to amend the agreement to authorize Supplemental Agreement No. 1 to add additional preliminary engineering and right-of-way acquisition services for an amount not to exceed Two Hundred Thirty-Two Thousand Five Hundred Forty-Seven Dollars (\$232,547), now, therefore, be it

RESOLVED, that the Chairman of the Board of Supervisors be, and hereby is, authorized to execute Supplemental Agreement No. 1 with Foit-Albert Associates, PC, Hanover Square, 435 New Karner Road, Albany, New York 12205-5831, for additional preliminary engineering and right-of-way services for the Middleton Bridge over Schroon River project, for an amount not to exceed Two Hundred Thirty-Two Thousand Five Hundred Forty-Seven Dollars (\$232,547) for a term commencing upon execution of the agreement by both parties and terminating upon completion of the project, in a form approved by the County Attorney, and be it further

RESOLVED, that the funds shall be expended from Capital Project No. H278.9550 280 Middleton Bridge over Schroon River, Capital Projects, Projects.

Warren County Board of Supervisors

RESOLUTION NO. 429 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS SIMPSON, MERLINO, FRASIER, DICKINSON, DIAMOND, LOEB, HYDE, MAGOWAN, WILD, HOGAN AND GERAGHTY

AUTHORIZING A REVOCABLE LICENSING AGREEMENT WITH STEWART'S CORPORATION TO ACCESS THE WARREN COUNTY BIKEWAY FROM THEIR PROPOSED STORE LOCATION ON RIDGE ROAD

RESOLUTION TABLED

WHEREAS, the Superintendent of the Department of Public Works is requesting a Revocable Licensing Agreement with Stewart's Corporation to access the Warren County Bikeway from their proposed store location on Ridge Road, with the terms and conditions of the Licensing Agreement to be determined by the Superintendent of the Department of Public Works and approved by the Warren County Attorney, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Superintendent of the Department of Public Works to execute a Revocable Licensing Agreement with Stewart's Corporation consistent with the terms and provisions set forth in the preambles of this resolution.

Warren County Board of Supervisors

RESOLUTION NO. 430 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS SIMPSON, MERLINO, FRASIER, DICKINSON, DIAMOND, LOEB, HYDE, MAGOWAN, WILD, HOGAN AND GERAGHTY

**AWARDING BID AND AUTHORIZING AGREEMENT WITH
JUPITER ENVIRONMENTAL SERVICES FOR REMOVAL AND DISPOSAL OF
ASBESTOS CONTAINING MATERIAL FROM THE DEMOLITION OF THE FORMER
SARATOGA-NORTH CREEK RAILROAD ENGINEER'S BUILDING (WC 52-19)**

WHEREAS, the Purchasing Agent has advertised for sealed bids for Removal and Disposal of Asbestos Containing Material from the Demolition of the Former Saratoga-North Creek Railroad Engineer's Building (WC 52-19), and

WHEREAS, the Superintendent of the Department of Public Works has recommended that Warren County award the contract to Jupiter Environmental Services as the lowest responsible bidder, now, therefore, be it

RESOLVED, that the Warren County Purchasing Agent be, and hereby is, authorized and directed to notify Jupiter Environmental Services of the acceptance of its bid, and be it further

RESOLVED, that the Chairman of the Warren County Board of Supervisors be, and hereby is, authorized to execute an agreement with Jupiter Environmental Services relative to Removal and Disposal of Asbestos Containing Material from the Demolition of the Former Saratoga-North Creek Railroad Engineer's Building (WC 52-19), pursuant to the terms and provisions of the bid specifications and proposal, for a term commencing upon execution by both parties and terminating upon completion of work, in a form approved by the County Attorney, and be it further

RESOLVED, that the funds shall be expended from Budget Code A.7113 470, Railroad, Contracts.

Warren County Board of Supervisors

RESOLUTION NO. 431 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS SIMPSON, MERLINO, FRASIER, DICKINSON, DIAMOND, LOEB, HYDE, MAGOWAN, WILD, HOGAN AND GERAGHTY

ACCEPTING DONATION OF AN OBSERVATION HIVE TO UP YONDA FARM FROM THE FRIENDS OF UP YONDA AND AUTHORIZING THE CHAIRMAN OF THE BOARD OF SUPERVISORS TO SEND A LETTER OF APPRECIATION

RESOLVED, that Warren County, on behalf of Up Yonda Farm, accepts the donation of an observation hive from The Friends of Up Yonda, and be it further

RESOLVED, that the Chairman of the Board of Supervisors, be, and hereby is, authorized to execute and send a letter of gratitude and appreciation to The Friends of Up Yonda on behalf of the Warren County Board of Supervisors.

Warren County Board of Supervisors

RESOLUTION NO. 432 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS LOEB, LEGGETT, SOKOL, HYDE, MAGOWAN, HOGAN, WILD, DRISCOLL AND DICKINSON

AMENDING AGREEMENT WITH NTS DATA SERVICES, LLC TO PROVIDE FULL DOCUMENT IMAGING TECHNOLOGY AND RELATED SERVICES TO THE BOARD OF ELECTIONS

WHEREAS, pursuant to Resolution No. 409 of 2018, the Chairman of the Board of Supervisors was authorized to execute an agreement with NTS Data Services, LLC, 2079 Sawyer Drive, Niagara Falls, New York 14304, for a five (5) year term commencing January 1, 2019 and terminating on December 31, 2023 in an amount not to exceed Forty-Eight Thousand Six Hundred Twenty Dollars (\$48,620) per year for the following services: Voter registration, signature digitization, full document imaging, election management, election reporting and interface messaging, maintenance and support, poll book keeping, virtual database administration services, software maintenance with periodic upgrades and new releases of licensed software, hotline services of up to 12 hours per month at no additional cost, and additional services, if necessary, charged at the rate of One Hundred Seventy-Five Dollars (\$175) per hour, and

WHEREAS, the Commissioners for the Board of Elections are requesting that the agreement be amended to include the Scan-Flow system for an additional amount of Three Thousand Four Hundred Fifty Dollars (\$3,450) in the year 2020 and Four Thousand Nine Hundred Fifty Dollars (\$4,950) in the years 2021, 2022 and 2023, now, therefore, be it

RESOLVED, that the agreement with NTS Data Services, LLC, be, and hereby is, amended to include the Scan-Flow system for an additional amount of Three Thousand Four Hundred Fifty Dollars (\$3,450) in the year 2020 and Four Thousand Nine Hundred Fifty Dollars (\$4,950) in the years 2021, 2022 and 2023, in a form approved by the County Attorney,

RESOLVED, other than the charges outlined herein, all other terms and conditions of Resolution No. 409 of 2018 will remain the same.

Warren County Board of Supervisors

RESOLUTION NO. 433 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS LOEB, LEGGETT, SOKOL, HYDE, MAGOWAN, HOGAN, WILD, DRISCOLL AND DICKINSON

ADOPTING REVISED WARREN COUNTY PAYROLL RULES POLICY

WHEREAS, the Payroll Rules Committee has updated and clarified the Warren County Payroll Rules Policy, and has recommended the updated policy Schedule “A” annexed hereto, and the Support Services Committee has, recommended that the same be advanced to the full Board of Supervisors for consideration now, therefore, be it

RESOLVED, that the Payroll Rules Policy, attached hereto as Schedule “A,” be, and hereby is adopted as the official policy of Warren County.

SCHEDULE "A"

PAYROLL RULES POLICY

PURPOSE:

The purpose of the Payroll Rules Policy is to provide clarification and standardization of rules that are not stipulated by union contracts or County policies. This Policy will identify payroll issues and create uniform written policies that will provide consistency and guidance to Warren County Departments.

POLICY RULES:

- 1) Sick leave will be earned and posted on the last Friday of the month.
- 2) Civil Service no longer will request a 426 form for an employee removed from the payroll for one day or less per pay period. Instead of the 426, the department head or designee must report any reduction in normal hours by email to the Payroll Supervisor and Payroll Technician in the Treasurer's Office, and Human Resources Executive Assistant before submission of payroll hours.
- 3) A lunch period will be paid after an employee completes at least a half day of work. For instance, if an employee normally works eight (8) hours, the employee must work four (4) hours in order to receive a paid lunch period. The hours worked during the day do not have to be consecutive.
- 4) An employee must hold a position as of January 1st of any given year in order to receive applicable annual accruals.
- 5) Countryside Adult Home will pay per diem employees who work on a holiday, over eight (8) hours per shift, or in excess of forty (40) hours per week at time and one half of their hourly rate.

EFFECTIVE DATE:

October 18, 2019.

Warren County Board of Supervisors

RESOLUTION NO. 434 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS LOEB, LEGGETT, SOKOL, HYDE, MAGOWAN, HOGAN, WILD, DRISCOLL AND DICKINSON

**AMENDING AGREEMENTS WITH CHARTER COMMUNICATIONS OPERATING, LLC
(ON BEHALF OF SPECTRUM) TO INCREASE FIBER INTERNET SPEED FOR
THE WARREN COUNTY MUNICIPAL CENTER FOR THE
INFORMATION TECHNOLOGY DEPARTMENT**

WHEREAS, the Director of Information Technology has requested to amend the agreement with Charter Communications Operating, LLC (on behalf of Spectrum), for the Municipal Center to increase the fiber internet speed from 100 Mbps to 200 Mbps, in an amount not to exceed Nine Hundred Fifty Dollars (\$950) per month, for a term commencing upon execution of the agreements by both parties and terminating three (3) years from date of execution, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chairman of the Board to execute the amendment agreement with Charter Communications Operating, LLC (on behalf of Spectrum) to increase fiber internet speed from 100 Mbps to 200 Mbps for the Municipal Center, in an amount not to exceed Nine Hundred Fifty Dollars (\$950) per month, effective upon execution of the agreement by both parties and terminating three (3) years after the date of execution, in a form approved by the County Attorney, and be it further

RESOLVED, that the funds shall be expended from Budget Code A.1680 428, Information Technology, Data Processing & Internet Fees.

Warren County Board of Supervisors

RESOLUTION NO. 435 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS LOEB, LEGGETT, SOKOL, HYDE, MAGOWAN, HOGAN, WILD, DRISCOLL AND DICKINSON

ADOPTING REVISED WARREN COUNTY PURCHASING POLICY

WHEREAS, the Purchasing Agent for Warren County has updated and clarified the Warren County Purchasing Policy, and said revisions are indicated by brackets around material to be deleted and underlining new material on Schedule "A" annexed hereto, and the Support Services Committee has recommended that the same be advanced to the full Board of Supervisors for consideration, and

WHEREAS, the Warren County Purchasing Policy has been codified in the Warren County Plans and Policies in Chapter XI (section .001 to .090), now, therefore, be it

RESOLVED, that the proposed amended Purchasing Policy for Warren County, annexed hereto as Schedule "A," be and the same is hereby adopted as the official policy for Warren County, and be it further

RESOLVED, that any and all prior Purchasing Policies, Resolutions or parts thereof inconsistent with the amended Purchasing Policy are hereby repealed, except that the former Purchasing Policy, as amended, shall continue to apply to any purchases made under the former Policy and to those purchases started but not completed under said former Policy.

WARREN COUNTY

PURCHASING

POLICY

2019

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SECTION I

I. INTRODUCTION

Goods and services must be procured in a manner so as to assure the prudent and economical use of public monies in the best interest of the taxpayers of the political subdivision or district, to facilitate the acquisition of goods and services of maximum quality at the lowest possible cost under the circumstances, and to guard against favoritism, improvidence, extravagance, fraud and corruption.

Adopted by the Warren County Board of Supervisors as internal policies and procedures, this Purchasing Policy governs all procurement of goods and services required to be made pursuant to the competitive bidding requirements of General Municipal Law §103 and those goods and services which are not required by law to be procured by political subdivisions or any districts therein pursuant to competitive bidding as per General Municipal Law §104-b.

The County of Warren is hereby authorized to make all purchases of necessary goods and services by any means legal within the State of New York and in compliance with all applicable laws, rules and regulations.

The responsibilities and authority for purchasing are assigned by the governing board to Julie Butler, Purchasing Agent, Jason Shpur, Deputy Purchasing Agent and Amber Brownell, Purchasing Assistant. The keynote of any successful purchasing system is cooperation between the employees, Department Heads, staff, Auditor, Treasurer, and the governing board.

SECTION II

II. PURCHASING PROCEDURES

A. Procedures Applicable to all Purchases Regardless of Dollar Amount

Before making any purchase, the following steps must be taken.

1. Confirm that there isn't already a County bid for the item(s).
2. If there's no County bid, check Preferred Source Offerings in the following order:
 - a. Corcraft
New York State Department of Correctional Services
Division of Industries
550 Broadway, Menands, NY 12204
Ph: 518-436-6321
Fax: 518-436-6007
website: <http://www.corcraft.org>
 - b. NYS Preferred Source Program for People Who are Blind (NYSPSP)
136 State Street, 2nd Floor
Albany, NY 12207
Ph: 518-621-0605
Fax: 518-456-3587
website: <http://www.nyspsp.org>
 - c. New York State Industries for the Disabled, Inc.
11 Columbia Circle Drive
Albany, NY 12203
Ph: 518-463-9706
Fax: 518-463-9708
e-mail: administrator@nysid.org
website: <http://www.nysid.org>

Items must meet the form, function and utility of the Department. Catalogs and guidelines may be obtained in the Purchasing Department. If the price from a Preferred Source is within 15% of the lowest quote and meets the specifications of the Department, the item must be purchased from the Preferred Source.

3. If the item/service is not available from a Preferred Source, search the New York State Office of General Services (NYS OGS) website (www.ogs.state.ny.us) for a State Contract. Purchases should be made through available State Contracts (OGS), or under County contract pursuant to Section 408-a of the County Law, and Subd 3 of General Municipal Law (hereinafter "GML") §103 revised in 2013 to allow purchases of materials, equipment or supplies, or to contract for services through any county within the state, whenever such purchases are deemed by the Purchasing Agent to be in the

- best interest of the County.
4. If no State Contract is available, or you feel the County can obtain better pricing than State Contract, then Purchasing will proceed with a County bid or the Department may obtain quotes, depending on the dollar thresholds (see pages 8-15).
 5. The County is also authorized to purchase apparatus, materials, equipment and supplies, and to contract for services related to the installation, maintenance or repair of those items, as authorized by the addition of Subdivision 16 as an amendment to GML §103, through the use of contracts let by the United States or any agency thereof, any state or any other political subdivision or district therein. The contract must be let in a manner that constitutes competitive bidding to the lowest responsible bidder, or on the basis of best value, “consistent with state law”, meaning in harmony with New York State Law, and made available for use by other governmental entities. Purchases made in accordance with GML §103(16) are not subject to the competitive bidding requirements of GML §103. The stated purpose of GML §103(16) is to reduce costs, and increase efficiencies. The prerequisites that must be met are as follows:
 - a. The contract must have been let by the United States or any agency thereof, any state or any other political subdivision or district therein. Therefore, there must be an underlying contract let by one of the listed governmental entities. Contracts developed for use by local governments that are let by private parties (e.g. a private company, association or not-for-profit corporation is the party awarding the contract to the vendor), and not by the United States or any agency thereof, any state or any other political subdivision or district therein, would not fall within the exception.
 - b. The contract must have been made available for use by other governmental entities. This means that the other governmental entity has taken steps to make its contract available for New York local governments by including a clause extending the terms and conditions of the contract to other governmental entities. Unilateral offers by vendors to extend contract pricing and other terms and conditions would not fall within the exception.
 - c. The contract must have been let in a manner that constitutes competitive bidding “consistent with state law.” “State law” refers to New York State’s bidding law applicable to its political subdivisions (GML §103 and related case law). Departments exercising the option to purchase under this exemption will be required to obtain background information on the procedures used to let the contract and, as necessary, consult with counsel, to determine whether this prerequisite is met.
 6. As allowed by law (see paragraph 5 above), the County has become a member of several National Cooperatives including: National Joint Powers Alliance (NJPA); US Communities; and National IPA/TCPN; and National Cooperative Purchasing Allisance (NCPA). The Purchasing Department utilizes these cooperatives on a regular basis in determining the best course of action for particular purchases. Vendors may reference one of these cooperatives in discussions with departmental employees. Purchasing should be consulted to confirm that the company is, in fact, a participating vendor.
 7. Vendor numbers must be requested for each vendor receiving payment from Warren County. All

requests for new or changed vendor numbers must be submitted to the Purchasing Department. Vendor numbers are necessary in order to complete a Purchase Order and must contain the following information:

- a. Correct and full name of the individual/organization
- b. Remittance address for payment & phone number
- c. Federal ID or Social Security Number
- d. Reason for payment (so that Purchasing can identify 1099 status)

County Departments are responsible for obtaining W-9 forms from the vendors confirming that payment information provided to the County is valid. A W-9 form must be submitted with each new vendor request in order for a vendor number to be issued.

8. Prevailing Wages apply any time a vendor employs laborers, workmen or mechanics. Vendors are required to pay prevailing rates according to Article 8 of the New York State Labor Law, no matter what the dollar amount. Pursuant to Article 9 of the New York State Labor Law, prevailing wages must also be paid for building service contracts such as moving, landscaping, elevator maintenance, etc., for any contract exceeding \$1,500 per year. Owners/operators, who have no employees, are exempt and do not need to pay themselves Prevailing Wages. Certified payrolls must be provided by the Contractor to the applicable County Department, prior to submitting an invoice. The Certified Payroll forms are required to be kept on file by the Departments for which the contract applies. The form can be found at www.co.warren.ny.us/purchasing/forms.php

All prevailing wage schedules must be requested through the Purchasing Department prior to obtaining quotes or bids. All vendors must be provided with the New York State Department of Labor PRC number assigned to each individual project so that appropriate labor rates are included in their quotes/bids. If the contract is cancelled at any time, Purchasing must be notified in order to cancel the prevailing wage schedule for that project.

On occasion, the New York State Department of Labor, Bureau of Public Works, upon receiving complaints for non-payment of prevailing wages shall direct the County to withhold monies due to a vendor. The original notice is forwarded to the Superintendent of the Department of Public Works, a copy is kept in Purchasing and a copy forwarded to the Treasurer's Office. These monies are held until notification is received from the Department of Labor on how they are to be disbursed.

Contractors and the applicable County Department must check prevailing wage schedules for each project on the 1st of each month. The Department of Labor posts corrections to each schedule (when applicable), and both parties must be informed of all updates to ensure proper payment to Contractor's employees, and for the purpose of checking certified payrolls.

New York State Office of General Services obtains a prevailing wage schedule for the State when awarding a State Contract. However, if the County uses the State Contract, the County is required to obtain a separate prevailing wage schedule specific to the County project.

It is the County's responsibility to confirm that the Prime Contractor has provided all sub-contractors with a copy of the prevailing wage schedule. A verified, signed statement must be obtained from each sub-contractor, certifying that they were provided with a copy of the schedule.

9. A contract is always required when a service is being provided to the County (regardless of dollar amount). Where appropriate, short form contracts are available. When determining the term of a contract, please take into consideration the nature of the procurement: What is the likelihood that the original term may be extended? Most contracts are capped at 3 years, with an initial one year term and two additional (optional) one year extensions. More involved contracts with larger investments by the Contractors may have longer terms which will be negotiated as part of the contract process.

In consultation with and in a form approved by the County Attorney, the Chairman of the Board of Supervisors (or the Vice-Chairman in his absence) shall have authority to execute contracts without the need for a Board Resolution for contracts under \$1,000 annually. The Department Head must provide the Chairman with their approval prior to execution of the contract. Contracts over \$1,000 annually shall require Board Resolutions unless blanket authority (by Resolution) has already been given to the Department.

10. Each set of Specifications will identify the person to which questions should be directed. This is a control mechanism so that all vendors fairly receive the same information relative to the Specifications. In the event the Purchasing Agent does not know the answer, he/she will contact the appropriate department to obtain the correct response. The appropriate information will then be distributed to the vendors in the form of a written addendum. Written addenda must be issued at least five (5) business days prior to the bid opening. If the five (5) day requirement is not met, the bid opening date will be changed in order to comply.
11. GML §103 makes it possible for the County to standardize on a particular type of material or equipment. A Resolution approved by the Department's standing committee and at least two-thirds majority of the Board of Supervisors, shall state that for reasons of efficiency or economy, there is a need for standardization. Such reasons may include, but are not limited to the following:
- a. Larger quantities of fewer items;
 - b. More economical buying;
 - c. Flexibility of inventory;
 - d. Reduction of purchasing time;
 - e. Lower departmental operating costs; and
 - f. Reduced inventories

Adoption of such a Resolution does not eliminate the necessity for conformance to the competitive bidding requirements. Standardization restricts the purchase to a specific model or type of equipment or supply, but does not limit the vendors it can be purchased from.

12. Anticipate your needs! Once you have determined what you need, within the limitations of your budget, contact Purchasing to help you develop the specifications for the quote or bid to get the best value possible for the expenditure of tax dollars. The key is time and preparation. Turn around time is dependant on many factors ranging from the complexity of the specifications, and the need for a pre-bid meeting and addendums to the number of bids and quotes currently in process with Purchasing. **Remember, poor planning does not move your request to the top of the list!**

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13. Warren County takes the position, consistent with County Law §369; the State Comptrollers Opinion 81-83 and Opinion 81-90; and good business sense, that prepayments should not be made using County funds.
14. As standard business procedure, all County vendors are entitled to prompt payment. Invoices should be processed as soon after goods/services are obtained and in accordance to batch deadlines established by the County Auditor. **If the Auditor receives any claims for goods or services for which no Purchase Order was issued, the Purchasing Agent in conjunction with the County Auditor will have the authority to nullify the payment of such claim.**
15. The Purchasing Department endeavors to aide in getting Departments the right material on time. There will be occasions when inferior goods or services are received or they are not received in a reasonable amount of time. If the problem cannot be resolved by the Department it should be reported to Purchasing as soon as possible. This can be done via e-mail or phone. Remember to include the vendors name, bid number, the problem you have with the order and your name and extension. Purchasing will contact the vendor and try to come to a resolution of the problem. If necessary the County Attorney's Office will be contacted for assistance.
16. When developing specifications, it is understood that Departments may require the expertise of vendors. When consulting with vendors it must be clearly stated that their services, in no way, give them an advantage in the bidding or proposal process. Departments must be especially diligent in this situation to ensure that the specifications are not written in such a way that the consulting vendor is given such an advantage (i.e. writing the specifications so narrowly that only their company or firm can respond).
17. When the County is seeking commodities, public works and/or professional services to be funded by New York State and/or Federal Grants, the Purchasing Department will actively and affirmatively solicit bids for supplies and/or contracts from qualified New York State certified MBEs or WBEs as more fully set forth in Warren County Resolution No. 635 of 2014. In the event the County receives Federal grant funding, Uniform Guidance provisions apply as required by CFR Title 2 Part 200, which are attached hereto as Appendix "A."
18. P-Cards may be utilized on a limited basis for purchases in accordance with the Credit Card Policy adopted by the Board of Supervisors via Resolution No. 222 of 2015. Even when using a P-Card, procurements must be made in compliance with this policy.

B. Procedures Specific to Each Type of Purchase¹

1. Commodity/Equipment/Furniture Purchases

These purchases may be made without a Resolution of the Board of Supervisors to the extent your Department budgeted/planned for the same. Most often, purchases made under State Contract do not require quotes, however, there are instances where quotes or a mini-bid process are required. Please read each State Contract carefully to make sure all requirements are being met before making the purchase. Some vendors may offer GSA (federal) pricing to the County. Please note, this does not exempt the County from following State and/or County procurement requirements. The GSA pricing may be used as a quote, but additional pricing is still required in accordance with the guidelines set forth below. The only exceptions to this are for Information Technology purchases offered under GSA Federal Supply Schedule 70 and Law Enforcement products under Schedule 84. Additionally, some vendors may offer to sell products as part of an Alliance or Private Cooperative. If authorized by Board Resolution, the County may purchase through National Cooperatives such as, and by way of example, the National Joint Powers Alliance. Please contact the Purchasing Department if a vendor has offered pricing from a national cooperative in order to determine whether or not you have authority to proceed.

a. Competitive Bidding:

Legal notices are published in the official County newspapers, informing the public of the products or services being bid. The advertisement for bids shall contain a statement of the time and place where all bids will be publicly opened and read. All bid openings will be conducted at a public

¹Commodities vs. Public Works

Purchase contracts for materials, equipment and supplies involving an estimated annual expenditure of over \$20,000.00 and public works contracts involving over \$35,000.00 shall be awarded to the lowest responsible bidder only after public advertising soliciting formal sealed bids (GML §103). The term public works contracts would apply to those projects involving labor or both materials and labor where the labor portion exceeds the material component. Included in this category would be construction, paving, printing, and repair contracts.

Although not defined in GML §103, the Office of the State Comptroller has expressed the opinion that the term “contract for public work” encompasses contracts for services, or labor or construction by a “laborer, workman or mechanic service requiring wage rates”. When a bid involves acquisition of both goods and services, such as a commodity where installation is required, the contract should be viewed as a purchase for purposes of the competitive bidding monetary threshold only if the service portion is minor, incidental, or customarily provided by the vendor as a component of the purchase. Conversely, if the services are extensive, substantial, or involve specialized skills, so that the acquisition of the commodity is incidental to the work, the contract should be treated as a contract for public work (1987 Opns St Comp No. 87-46, p 70). For example, a contract for interior painting of a building involves both material and labor. In most cases, the labor component of the contract will be predominant, making it a contract for public work. In contrast, replacing a boiler or furnace, while involving both labor and equipment will, in most cases, consist primarily of a charge for the equipment, making it a commodity purchase.

In determining the necessity for competitive bidding and quoting, the aggregate cost of an item or commodity estimated to be purchased in a fiscal year would have to be considered. As a general guide, items of the same or similar nature which are customarily handled by the same vendor or kind of vendor should be treated as a single item for purposes of determining whether the dollar threshold will be exceeded, i.e. plumbing materials, electrical materials, lumber, hardware, etc. It is the responsibility of the Purchasing Agent and/or County Auditor to note where purchases over the course of a fiscal year are exceeding the bidding thresholds from the purchase orders submitted by the various departments.

Items purchased through Warren County bid or the New York State Office of General Services (OGS) on State Contract have already been subject to bidding and are therefore exempt. However, all political subdivisions must purchase from the vendor holding a current State or County contract, even if another vendor’s price is equal or lower, or said political subdivision must go to separate bid. The purchasing exemption made through the NYS OGS does not apply to a purchase from the State Contract vendor upon terms and conditions which materially or substantially vary from the State Contract. Used items are not exempt from bidding requirements except as noted in the exceptions section of this policy.

meeting and all interested parties may attend.

Where bids are required, the Department Head will assist the Purchasing Agent in the preparation of specifications and contracts. It is the responsibility of the Department Head to provide an adequate description of items needed so that the Purchasing Agent may be able to prepare the specifications to procure the desired commodity or service. The Purchasing Agent will send specifications to vendors from a list prepared jointly by the Purchasing Agent and the Department Head for all bids. Warren County does NOT accept faxed documents where original (ink) signatures are required, i.e. on proposal pages, Non-Collusive Certifications, Corporate Resolutions and Iran Divestment Act Certifications.

1. Commodity/Equipment/Furniture Purchases (continued)

When soliciting bids, a “Statement of General Conditions” will be included with all specifications and contracts provided to vendors. These General Conditions will be incorporated into contracts awarded for the purchase of commodities and the procurement of public works services.

Plan holders lists shall not be released prior to a bid opening as this may adversely affect the bids received and/or encourage collusion. Any requests received by a County department for this information are to be directed to Purchasing. Construction bids are an exception as allowing subs to contact bidders will most likely result in better pricing.

After the public opening of a sealed bid, a tabulation sheet shall be prepared, recording all pricing as submitted by the responding vendors. The appropriate Department(s) shall evaluate the bid responses and prepare a recommendation letter. [When required, the using Department will request a Resolution to be presented to their standing committee and then sent to the Board of Supervisors for final award. The using Department shall also handle any renewal Resolutions through their standing committee submitted with the proper supporting documentation provided by Purchasing.]

[Resolutions for multi-department use are handled by the predominant Department and are submitted to the appropriate Committee for approval.]

b. Bid Approval Process:

Bids for commodities will be awarded by the Purchasing Department after the following conditions are met:

- i. Sufficient appropriations are contained within the Department’s current budget (or after a budget transfer has been completed).
- ii. The Department Head provides the Purchasing Agent with a written recommendation for award indicating that the lowest bid meets the intent of the specifications.

NOTE: Commodity bids do not require a Resolution unless the lowest bid is not accepted.

1. Commodity/Equipment/Furniture Purchases (continued)

c. Bidding Timeline:

The following represents the estimated amount of time required to complete a bidding cycle. Timelines for commodities and services will be different. Times may change depending on the complexity of the project. Not all items pertain to all bids. The cycle does not begin until Purchasing is able to move your project to the top of its system. ie: first come, first served. If in doubt of the Purchasing workload at any given time, give the Purchasing Department a call to see how long it will be before you can get your project started. These are meant as a guideline, not a rule. Times may be shorter or longer depending on the circumstances.

1. Requisition or request for bid comes to Purchasing
2. Plus up to 15 working days until Purchasing begins bidding process
3. Plus 5 working days for Purchasing to review documents
4. Plus appropriate time to supply Purchasing with approved set of documents
5. Plus 1 working day for printing of documents (except large Construction projects)
6. Plus 5 working days for papers to publish Notice to Bidders (Saturdays only, Purchasing Department's deadline is the Monday before the Saturday publication)
7. Plus 5-20 working days for vendors to pick up bids
8. Plus 1 day for prebid meeting (if applicable)
9. Plus 1-3 working days for tabulation / evaluation by Purchasing Department
10. Plus 5 working days for each addendum
11. Plus 1 day for opening of bids
12. Plus a minimum of 7 calendar days for review of bid results by the using department or by consultants.
13. Get on the agenda for all appropriate committees including sending all necessary documentation, evaluations, resolutions, etc.
14. Plus appropriate days to receive all necessary committee endorsements
15. Board of Supervisors Meeting (this may require 2 meetings)
16. Plus 1 working day for "Notice of Award" to be mailed to successful vendor
17. Plus 10 calendar days to receive contracts, bonds etc.
18. Plus anticipated delivery time (best guess or check with vendors)

[Note: The amount of time required is dependant on the frequency the Board meets. Remember, if you miss the Board meeting you may delay the start of the project for up to a month.]

d. Dollar limit guidelines:

- \$1 - \$3,000.99: Purchases can be made at the discretion of the Purchasing Department and/or Department Head. All equipment/furniture costing more than \$3000.00 aggregate, (ex. 10 chairs costing \$350 each for a total of \$3,500) requires 3 verbal quotes. For coding purposes, ANY equipment/furniture with a useful life of more than one year shall be a .2 object code regardless of cost.
- \$3,001 - \$10,000.99: Documented verbal quotes from at least 3 separate vendors, if available. If 3 quotes cannot be obtained, the Purchasing Agent must be consulted before the goods are ordered. When the lowest quoted item is deemed as not acceptable, documented facts must support the decision and approval must be obtained from Purchasing BEFORE the item is ordered.
- \$10,001 - \$19,999.99: Formal written or fax quotes from at least 3 separate vendors, if available. If 3 quotes cannot be obtained, the Purchasing Agent must be consulted before the goods are ordered. When the lowest quoted item is deemed as not acceptable, documented facts must support the decision and approval must be obtained from the appropriate committee, and a Board of Supervisors Resolution adopted BEFORE the item is ordered.

\$20,000 & Up: Sealed bids in conformance with GML §103.

COMMODITY PURCHASES	AS PER PURCHASING AND/OR DEPT. HEAD	3 VERBAL QUOTES	WRITTEN QUOTES	
			3	Other
Under \$3,000.99 (.2 & .4 codes)	X			
\$3,001 - \$10,000.99		X		
\$10,001 - \$19,999.99			X	
\$20,000 & up				Bid

e. Best Value Methodology - see section II(B)(3) for complete guidelines.

2. Public Works Projects/Contracts

A Board of Supervisors Resolution must be adopted to award a Public Works bid and authorize a contract and hence acquisition of the services. In some instances, Departments have been provided, by Resolution, with general authority to enter into Public Works contracts within certain parameters. On-call service contracts may be entered into for smaller projects (quotes or bids must be obtained on a per hour basis with a mark-up for materials). However, if a project is expected to exceed the public works threshold of \$35,000, then a bid specific to that project, or portions thereof, must be established. The \$35,000 threshold includes public works expenditures, as well as materials/commodities purchased as part of the public works project. However, if a project is undertaken by the County workforce, the commodity needed for that project shall be acquired pursuant to the County Purchasing Policy in accordance with the commodity thresholds. If contract labor or services should be needed for that project, the same will be independently bid or otherwise acquired pursuant to the County Purchasing Policy in accordance with the public works threshold. Regardless of the source of funding, i.e. grant funding or County funding, the County Purchasing Policy must be adhered to. (Please note that a “project” can be 2 or more construction projects lumped together for bidding purposes.)

Plan holders lists shall not be released prior to a bid opening as this may adversely affect the bids received and/or encourage collusion. Any requests received by a County department for this

2. Public Works Projects/Contracts (continued)

information are to be directed to Purchasing. Construction bids are an exception as allowing subs to contact bidders will most likely result in better pricing.

Resolutions for multi-department use are handled by the predominant Department and are submitted to the appropriate Committee for approval.

a. Competitive Bidding:

See Paragraph II(B)(1)(a) above.

b. Bid Approval Process:

- a. Bids for public works projects will be awarded by a Board of Supervisor’s Resolution after the following conditions are met:
 - i. Sufficient appropriations are contained within the Department’s current budget (or after a budget transfer has been completed).
 - ii. The Department Head provides the Purchasing Agent with a written recommendation for award indicating that the bids received meet the intent of the specifications.

c. Bidding Timeline:

See Paragraph II(B)(1)(c) above.

Note: The amount of time required is dependant on the frequency the Board meets. Remember, if you miss the Board meeting you may delay the start of the project for up to a month.

d. Dollar limit guidelines:

- \$1 - \$5,000.99: At the discretion of the Department Head.
- \$5,001 - \$19,000.99: Written or fax quotes from at least 3 separate vendors, if available. When the lowest quote is deemed as not acceptable, documented facts must support the decision, and approval must be obtained from the Board of Supervisors, by Resolution, BEFORE the services are ordered.
- \$19,001 - \$34,999.99: Formal written or fax quotes from at least 4 separate vendors, if available. When the lowest quote is deemed as not acceptable, documented facts must support the decision, and approval must be obtained from the Board of Supervisors, by Resolution, BEFORE the services are ordered.
- \$35,000 & Up: Formal sealed bids according to GML §103.

PUBLIC WORKS Wage rates and Board Approval Required	AS PER PURCHASING AND/OR DEPT. HEAD	WRITTEN QUOTES		
		3	4	Other

Under \$5,000.99	X			
\$5,001 - \$19,000.99		X		
\$19,001 - \$34,999.99			X	
\$35,000 & up				Bid

e. **Best Value Methodology - see section II(B)(3) for complete guidelines.**

f. **Retainage:**

Retainage is a form of security for proper completion of the work under construction contracts. Under General Municipal Law section 106-b(1), the County will retain five percent of each progress payment to the Contractor if the Contractor is required to provide a performance bond and a labor and material bond in the full amount of the contract. In all other cases, the County will retain 10 percent of each progress payment. The contract dollar amount that will be subject to this provision will follow the capitalization threshold as follows:

<u>Contract Purpose</u>	<u>Retainage Threshold</u>
Land Improvements	\$25,000
Buildings & Improvements	\$50,000
Infrastructure	\$250,000

Exceptions - This policy does not apply to the following:

1. Unit price contracts where Contractors are paid per unit of work when complete and approved by the County.
2. Contracts subject to administrative requirements for Disadvantaged Business Enterprise Programs for Federally-assisted contracts.
3. Contracts which require only one payment in full after the County has reviewed and approved work.
4. Term agreement contracts which cover emergency work and work as needed during the term of the contract.

3. Best Value Methodology

General Municipal Law §103 now provides local governments greater flexibility in awarding contracts by authorizing the award of purchase contracts, including contracts for service work (but excluding any purchase contracts necessary for the completion of a public works contract pursuant to Article 8 of the Labor Law) on the basis of best value. With the increased complexity of the goods and services that the County must obtain in order to serve taxpayers, it is critical to consider selection and evaluation criteria that measure factors other than cost in the strictest sense. Best value procurement links the procurement process directly to the County's performance requirements, including, but not limited to, selection factors such as useful life span,

quality and options and incentives for more timely performance and/or additional services. Best value procurement can provide much needed flexibility in obtaining important goods and services at favorable prices, and can reduce the time to procure such goods and services.

“Best value” means the basis for awarding contracts for services to the offeror which optimizes quality, cost and efficiency, among responsive and responsible offerors. Such basis shall reflect, whenever possible, objective and quantifiable analysis. Such basis may also identify a quantitative factor of offerors that are small businesses or certified minority or women-owned business enterprises as defined in subdivision one, seven, fifteen and twenty of section three hundred ten of the Executive Law to be used in evaluation of offers for awarding of contracts for services.

When developing solicitation documents for competitive bids for the award of purchase contracts including contracts for service work, the Purchasing Agent may, and subject to the requirements herein and the applicable requirements set forth in this policy, determine that an award of a purchase contract shall be based upon best value methodology. In making such determination, the Purchasing Agent shall consider the recommendation, if any, of the Department Head or designee of the Department the purchase contract is being procured for. The Department Head or designee shall, in all instances, obtain the approval of the Purchasing Agent to utilize best value methodology prior to issuance of the competitive bid documents.

Requirements:

Where the basis for an award of a purchase contract will be the best value offer, the Purchasing Agent shall, in all instances:

- a. Document in the procurement record as a component of the competitive award process and in advance of the initial receipt of offers, the determination of the evaluation criteria, which whenever possible, shall be quantifiable and the process to be used in the determination of best value and the manner in which the evaluation process and selection shall be conducted.
- b. Shall select a formal competitive procurement process in accordance with guidelines established under this policy and document the determination in the procurement record. The process of selection shall include, but may not necessarily be limited to, a clear statement of need; a description of the required specifications governing performance and related factors; a reasonable process for ensuring a competitive field; a fair and equal opportunity for offerors to submit responsive offers; and a balanced and fair method of award. Where the basis for award is best value, documentation in the procurement record shall, where practicable, include a quantification of the application of the criteria to the rating of proposals and the evaluation results, or, where not practicable, such other justification which demonstrates that best value will be achieved.
- c. The solicitation shall prescribe the minimum specifications or requirements that must be met in order to be considered responsive and shall describe and disclose the general manner in which the evaluation and selection shall be conducted. Where appropriate, the solicitation shall identify the relative importance and/or weight of cost and the overall technical criterion to be considered by the County in its determination of best value.

4. Professional Services

Professional Services are not subject to competitive sealed bidding requirements, but are subject to the guidelines of GML §104-b for competitive pricing to be obtained for these services. When a Department Head determines that professional services, except for legal services pursuant to §501 of County Law are necessary, they must solicit proposals by obtaining written quotes and/or letting RFPs depending upon the anticipated cost for service (see below). Upon receiving responses, the Department Head will then bring proposals before the appropriate committee. The cost of said services shall be outlined as price per hour and/or total cost, and the names of qualified, licensed persons to perform said services will be presented to the committee. Data from other counties or individuals may be used at this time to compare costs. Department questions as to which services require Requests for Proposals should be directed to the Purchasing Department.

Engineers and other professionals may be retained in accordance with any of the following award methods:

- a. The "Lowest Cost for Service" method which allows for awarding to the lowest proposer, **OR** other than the lowest proposer when the lowest proposal is deemed as non-responsive. Documented facts must support the decision and approval must be obtained from the appropriate committee. A Board of Supervisors Resolution is required prior to award.
- b. The "Best Value" method, based on weighted average scores from all criteria stated in the RFP specifications and submitted by sealed proposals; or
- c. The "Two Envelope" method where criteria is stated in the RFP specifications and professionals submit two separate sealed envelopes, one with the Proposal, the other with the Price. First, all Proposals are opened and the three "best" are selected. Only the "best" Proposal price envelopes will be opened and the low price will determine the award.

Proposals must be formally opened at a set time. The aforesaid methods must be authorized by the appropriate Board of Supervisors committee or used when required by Federal or State Law, Rule or Regulation.

When the County is seeking professional services to be funded by Community Development Block Grant ("CDBG") funding, a Notice to Professionals must be advertised in the official County newspapers, as well as the appropriate MWBE publications required by New York State. The Purchasing Department is responsible for placing said ads as part of the procurement

3. Professional Services (continued)

process provided an RFP is required, and in all other instances the Department Head shall bare similar responsibility.

Proposals for professional services will be awarded by a Warren County Board of Supervisor's Resolution after the following conditions are met:

- a. Sufficient appropriations are contained within the Department's current budget

- (or after a budget transfer has been completed).
- b. The Department Head provides the Purchasing Agent with a written recommendation for award indicating that the bids received meet the intent of the specifications.

If passed, a service contract shall be prepared by the County Attorney and signed by the Professional before services are rendered. Contracts may contain the option for an extension for a second or third year, or more, before new RFP's need to be processed.

A Board of Supervisors Resolution must be adopted before services are ordered and shall be referenced on the Purchase Order together with the appropriate quotes.

See Paragraph II(B)(1)(c) above for bidding/RFP timeline.

Thresholds for seeking proposals is determined by the anticipated cost as follows:

\$1 - \$5,000.99: No solicitation of quotes or proposals is required at the discretion of the Department Head (quotes or proposals are encouraged when practical).

\$5,001-\$19,999.99: Written quotes from at least 3 qualified sources, where available. When the lowest quote is deemed as not acceptable, documented facts must support the decision, and approval must be obtained from the Board of Supervisors, by Resolution, BEFORE the services are ordered.

\$20,000 & Up: RFP through the Purchasing Department from at least 3 qualified sources, where available. When the lowest proposal is deemed as non-responsive, documented facts must support the decision, and approval must be obtained from the Board of Supervisors, by Resolution, BEFORE the services are ordered.

PROFESSIONAL SERVICES Board Approval Required	AS PER PURCHASING AND/OR DEPT. HEAD	WRITTEN QUOTES	
		3	RFP
\$1 - \$5,000.99	X		
\$5,001 - \$19,999.99		X	
\$20,000 & Up			X

C. Exemptions and Exceptions to Purchasing Policy:

1. It will NOT be necessary to seek quotes, RFP's or bids to comply with this Purchasing Policy for the following, however, contracts for services shall still be required:
 - a. Emergencies: GML §103(4) describes an emergency as an urgent need affecting the health and safety of citizens, which requires immediate action, where the occurrence or condition is "unforeseen". Lack of anticipation or planning cannot be deemed as a cause for declaring an emergency. A true emergency does not exclude the need for securing competitive pricing, only the formal bidding process. An exception to the competitive bidding requirements exists for emergency situations. There are three basic statutory criteria to be met in order to fall within this exception. These are that: (1) the situation arises out of an accident or unforeseen occurrence or condition; (2) public buildings, public property or the life, health, safety or property of the political subdivision's residents are affected; and (3) the situation requires immediate action which cannot await competitive bidding. When the Board of Supervisors passes a Resolution that a public emergency exists, the public interest dictates that purchases are made at the lowest possible costs, seeking competition by informal solicitation of quotes or otherwise, to the extent practicable under the circumstances. The County Attorney and the Chairman of the Board shall be consulted and will make a recommendation as to how to proceed. The Board of Supervisors' committee chairperson (and committee, if time permits) shall also be advised.
 - b. Employment and Training Services obtained through SUNY Adirondack and/or Washington-Saratoga-Warren-Hamilton-Essex (WSWHE) Board of Cooperative Educational Services for educational services.
 - c. Membership dues and conference fees.
 - d. All Physicians, Dentists and any Medical Providers for departments including, but not limited to, the Health Services Department, Warren County Sheriff's Office, Office of Emergency Services, Self-Insurance, Countryside Adult Home and the Department of Public Works. Also included shall be counseling services for the Office of Community Services. Data from other counties or individuals may be used to compare costs.
 - e. Attorneys needed for a particular or specialized requirement as reviewed and approved by the Finance Committee.
 - f. Situations not required by Law such as New York State Executive Law, Article 2B, State and Local Natural and Man-Made Disaster Preparedness Subsection 29A Suspension of Other Laws.
 - g. Subscriptions for updates to existing Law Libraries.
 - h. Public works services where, upon the determination by the Department Head, it is not

feasible to determine the amount to be spent for repairs to vehicles, equipment or machinery (outside of standard repairs to be handled by County employees including auto body repairs), until the item is inspected and/or dismantled and a cost for inspection or diagnosis has already been incurred and for which it would not be practical to transport the equipment or machinery for multiple quotes. If auto repairs are authorized by the Insurance Carrier as a result of an accident, Department Head may proceed upon the recommendation of the Insurance Adjuster.

- i. Pursuant to GML §103(6), surplus and second hand supplies, material or equipment may be purchased without competitive bidding or competitive offering from the Federal Government, the State of New York or from any other political subdivision, district or public benefit corporation.
- j. When procurements for goods or services are funded by State and/or Federal agencies, and procurement policies other than Warren County's are required, by law, to be followed, the Federal and/or State procurement policies shall supercede the County's Purchasing Policy.
- k. Produce purchases which shall not exceed \$20,000 in the aggregate on an annual basis, due to the volatility of the market, large minimum order requirements, and remoteness of some County sites. In the event of large orders over \$1,500 per site, or at the point that the commodity threshold is exceeded, State Contract must be utilized.

2. Quotes or proposals are not required for Sole Source & Single Source Commodities or Services

Competitive bidding is not required under GML §103 where the subject of the contract is controlled by a monopoly, or where there is only one possible (sole) source from which to procure certain patented goods or services, and therefore no possibility of competition exists. Should certain supplies or materials be obtainable only from a specific manufacturer, then a true monopoly would exist and the purchase would not be subject to bidding requirements. The mere likelihood that only one firm will bid, however, is insufficient to justify a sole source procurement. Further, a political subdivision may not artificially create a sole source situation such as by, without proper justification, tailoring bid specifications to limit competition to only one bidder.

In determining whether a sole source item is required in the public interest, the County should show, at a minimum:

- a. The unique benefits to the County of the item or service as compared to other products or services available in the marketplace;
- b. That no other product or service provides substantially equivalent or similar benefits;
- c. And that, considering the benefits received, the cost of the item or service is reasonable in comparison to other products or services in the marketplace.

In addition, the County should document that, as a matter of fact, there is no possibility of competition, as from competing dealers or distributors. The sole source exception may apply,

for example, in those instances when:

- d. Services from a regulated public utility are available from only one source;
- e. There is only one source from which to acquire equipment which meets state-mandated requirements; or
- f. A political subdivision, which owns equipment uniquely suited to or compatible with a particular make of equipment, has adopted a standardization resolution for that make of equipment and the equipment is only available from one source.

A sole source can be a manufacturer, software developer or service provider that sells direct and there are no other sources offering an “or equal.” Prior to a vendor being considered a sole source, a letter on the vendor’s official letterhead must be on file with the Purchasing Department detailing their sole source status.

A single source could be a distributor/wholesaler/retailer that has a contractual agreement for a specific territory to the exclusion of others. Should you have a situation involving a single source supplier, a letter on the manufacturer’s letterhead must be on file with the Purchasing Department confirming the single source authorized vendor.

Should there be ANY possibility of purchasing the item from two or more vendors, sealed bids should be requested after public advertising. Contracts ARE required when services are being provided regardless of sole source or single source status.

- 3. True Leases are not subject to the previous purchasing rules but rather must comply with the following requirements.

True leases are neither purchases nor contracts for public works, and thus, are not subject to bidding under the General Municipal Law. County policy however, requires that:

- a. After a Department has been given budget funding and approval to lease equipment, unless the lease is on State Contract, RFP’s must be obtained through the Purchasing Department. Where a lease will not exceed a total of \$2,000 annually, no RFP shall be required. Quotes must be obtained and the Purchasing Agent shall sign the lease as indicated in Section II(C)(3)(e) below.
- b. A written explanation must be sent to Purchasing when the lowest lease quotation or response to an RFP is not taken, and a Board of Supervisors Resolution must be obtained;
- c. Appropriations must be specifically available for the lease (this will be considered authorization by the Board to enter into the lease);
- d. The lease agreement entered into may be for multiple years but must:
 - i. not contain any automatic buyout or automatic renewal clauses;
 - ii. contain a non-appropriation clause; and
 - iii. address the disposition of the equipment at the end of the lease so that the vendor

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pays the cost for return of the equipment, etc.

- e. All lease agreements shall be treated as purchases and signed by the Purchasing Agent;
and
- f. While the lease agreement may not contain an automatic renewal clause, at the end of the lease term, departments may extend the lease agreement beyond the original term for a period of up to 18 months without securing additional quotes or engaging in an RFP process provided that:
 - i. the lease payments do not increase;
 - ii. the department has appropriations therefore; and
 - iii. Purchasing Agent approval is received.

SECTION III

III. PURCHASE ORDERS

A. General

The Purchasing Department is designated to review and approve Purchase Orders. It is the individual Department Heads responsibility to insure that expenditures are within the budgetary appropriations and that the proper Department account is charged.

Should there be insufficient funds available, Departments must do a budget transfer and secure all the necessary approvals before the order can be processed.

Most purchases exceeding \$499.99 require a Purchase Order. [Exemptions are listed beginning on page 16.] The Purchase Order provides a formal document authorizing the purchase of goods and services as well as the necessary authority to pay vendor claims and proof of tax-exempt sales. Purchase Orders are prepared by the Department with all the necessary documentation such as contracts, quotes and insurance forms (where applicable) on file.

The Purchasing Department verifies the following information when approving a Purchase Order:

1. Vendor/vendor number
2. County contract/resolution/bid number/quotation information/ state contract number
3. Comments/special instructions
4. Description of goods and services being ordered
5. Quantity/unit of measure
6. Unit price/extension and total cost
7. Commodity codes/budget codes
8. Asset status (if over \$1,000)

The Purchasing Department will determine if the best method of procurement has been followed. If available, a current County bid or NYS contract or National Contract will be used. If none apply, the formal bid or quotation process may be commenced depending on estimated annual expenditures.

Once the Purchase Order has been approved by the Purchasing Department, it is [then] posted by the Treasurer's Office and is then available for use.

In all instances, Purchase Orders are to be completed before a purchase is made. The only exceptions are exempt and emergency purchases as described below. [beginning on page 18.]

If at any time a Department finds they will exceed the competitive bidding threshold for a particular product or service, they should notify the Purchasing Department to allow time for specifications to be developed and the formal bid process to be completed, to meet their anticipated needs.

Purchases of \$499.99 or under do NOT require a Purchase Order. The following additional purchases do NOT require a Purchase Order. Purchases billed to the Department on a monthly basis not requiring

Purchase Orders are Postal costs, Internet and Telephone charges, and routine Printing needs, which are to be handled by the Print Shop, via a Printing Order Form. Also exempt from the Purchase Order requirement are mileage, utilities and gas. To obtain routine maintenance and repairs, a Work Order Form must be completed and submitted to the Buildings & Grounds Department at the Municipal Center. Requests for shelving, bookcases, bulletin boards, and computer work stations may also be handled in this manner. When Buildings & Grounds funds are available for such requests, there will be no charge for Work Order requests to the individual departments. However, if Buildings & Grounds funds are not available or otherwise committed, it is the responsibility of the department to purchase required materials. Department Heads must be responsible for making sure that all these procedures are complied with as outlined in this Purchasing Policy.

B. Blanket Purchase Orders

A Blanket Purchase Order (BPO) is created for products or services that are purchased on an “as needed” basis from a vendor throughout the year where the dollar value will vary for each purchase. These are issued for a maximum period of twelve (12) months and must be reissued at the beginning of each fiscal year.

For vendors used by all County Departments, each Department will issue a BPO for their Department only. There has to be quotes, a bid and/or a contract established with the vendor and insurance on file (if required) before a BPO can be issued.

PLEASE NOTE: Whenever possible, BPO’s must be for the total amount (or aggregate) amount to be spent with the vendor annually or for the term of the bid and/or contract. The Purchasing Department issues several commodity bids that are for less than one-year terms. The BPO’s for the commodity bids should only include enough funding for the term of the bid and not an annual total. If multiple budget codes are involved in the purchase, the department may either assign multiple codes to one PO, or individual PO’s may be submitted for each code even if the PO’s are less than \$500.00

Departments are responsible for providing the BPO number to the vendor and verify that the number also appears on the documentation sent to Audit for payment processing.

C. Emergency Purchase Order

General Municipal Law Section 103 (4) defines an emergency as “a public emergency arising out of an accident or other unforeseen occurrence or condition whereby circumstances affecting public buildings, public property or the life, health, safety or property of the inhabitants requires immediate action”.

If an emergency arises, the department must contact the Chairman of the Board of Supervisors and the County [Attorney] Administrator to obtain approval prior to making any emergency purchases. Purchasing may be contacted for assistance in procuring products or services required to deal with the emergency. If the Chairman of the Board of Supervisors and the County [Attorney] Administrator determine there is a true emergency, the vendor who can immediately provide the required goods or services will be given prime consideration for the purchase.

The Purchasing Department will **not** approve an Emergency Purchase Order when the purchase is not justified, where the purchase is being made to circumvent established procedures, or where there is a lack of proper planning.

D. Purchase Order Checklist

For reference purposes, the following checklist should be used when submitting PO's:

- √ Is the vendor remit to address correct (submit vendor form to Purchase if a change is required).
- √ Is the description complete ? (One-time message should include bid number, state contract number, quotes and/or any other information relevant to the purchase). If the one-time message indicates that the purchase is from a sole source vendor, a copy of the sole source letter must be provided to the Purchasing Department or attached as a document to the PO.
- √ Is the form type "REGULAR-REGULAR"? ("REG-Regular" should not be selected.)
- √ Deliver by Date and Expiration Date fields must be left blank.
- √ Is the correct Resolution Number referenced in the Resolution Field (not in the one-time message)? Confirm that the authorizing resolution is current.
- √ Is the dollar amount correct? Does it match the contract or quote amount? We cannot approve PO's that exceed the authorized amount.
- √ Create New Asset Box - if the item is less than \$1,000 use the item code for items <\$1,000 which will automatically uncheck the asset box.
- √ Contracts - If applicable, has the contract been signed? The Purchasing Department will not approve PO's until it's confirmed that the contract is fully executed. If the contract is for an exact dollar amount, it must be attached to the PO prior to approval.

SECTION IV

IV. ASSET MANAGEMENT

The purpose of the asset inventory management system is to establish proper procedures for monitoring the movement of fixed assets to maintain accurate reporting of assets values as required by NYS Audit and Control.

A. Fixed Assets

Fixed assets are defined as those properties the County of Warren retains more or less permanently, not for sale, but for utilization in the normal course of operations.

Fixed assets will always imply tangible fixed assets. The general accepted practice, as in Warren County, is to record and report fixed assets at their historical acquisition cost. The cost of a fixed asset should include all expenses of transporting the asset to the proper location and placing it in the condition necessary for its intended use. Only items costing One Thousand Dollars (\$1,000.00) or more and with a useful life of more than one year will be inventoried.

Upon receipt of an asset valued over \$1,000, the Treasurer's Office will issue a numbered inventory sticker to be attached to the new asset. Stickers are necessary to provide positive identification of assets. They also provide a quick and accurate method of identifying assets during the annual physical inventory. If a sticker is lost or damaged the Department should contact the Treasurer's Office.

Please note that all stickers must remain on the item until the time of sale or disposition. When sold or scrapped, the sticker shall be removed and placed on the Treasurer's Office copy of the Disposition Form.

Each Department Head has the ultimate responsibility to conduct and maintain the individual inventory pertaining to that Department. It is also the responsibility of the Department Head to evaluate on a continuing basis the suitability and need for materials, supplies and equipment. If they should become obsolete by reason of age, wear or technical advancement or should become surplus, unnecessary for the operation of his/her department, the department inventory manager should send an e-mail to the Purchasing Agent with details and condition of the item for sale or disposal. The Department will then complete a work order to have the item removed either for the sale or disposal.

B. Capital Assets

Capital assets include property, plant, equipment and infrastructure assets (e.g. roads, bridges, airport runways and similar items). Such assets are recorded at historical cost or estimated historical cost. The reported value excludes normal maintenance and repairs, which are essentially amounts spent

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in relation to capital assets that do not increase capacity or efficiency of the item or increase its estimated useful life. Donated capital assets are recorded at estimated fair market value of the item at the date of donation.

The capital assets are capitalized at certain thresholds and depreciated using a straight line method over their useful lives as follows:

<u>Capital Assets</u>	<u>Capitalization Threshold</u>	<u>Useful Lives (Years)</u>
Land Improvements	\$25,000	20
Buildings & Improvements	\$50,000	40
Vehicles & Equipment	\$5,000	5-10
Infrastructure	\$250,000	10-40

SECTION V

V. TRANSFER AND SALE OF SECOND-HAND EQUIPMENT

The Purchasing Agent is designated by the Board of Supervisors to be responsible for the salvage control program. The same precautions must be taken when disposing of property as when purchasing. A Physical Inventory Deletion Form is needed for items sold, scrapped or traded in. Surplus equipment may be transferred to another department where it is needed by using a Property Transfer Form. Both forms are available through the Purchasing Department. The Purchasing Agent is solely authorized to sell or trade in used and/or obsolete equipment to a vendor, even those under State Contract, and to accept a trade in allowance from such vendor. If all above procedures have been exhausted, the Purchasing Agent will arrange to sell such articles at a widely advertised public auction, on-line auction through a contracted Auction, or on eBay. Items that have no value and are broken beyond repair, must be properly disposed of by the appropriate Department.

Department personnel assigned the task of inventory management are to report any surplus equipment or materials they have to the Purchasing Department. These items will be made available to all County Departments on a first-come first-served basis. If an asset remains unclaimed on the list for over 2 weeks, it will be made available to the towns, village and city in Warren County. If unclaimed the Purchasing Agent will determine the most beneficial disposition of this surplus equipment.

Any vehicle or equipment that requires a title to be signed for transfer will be handled by the Purchasing Agent and/or the Superintendent of the Department of Public Works or his designee.

Items under the asset threshold of \$1,000 sold to another municipality shall require proper documentation of the sale, i.e. invoice of sale and completion of a deletion form created specifically for this purpose and available through the Purchasing Department. Funds shall be deposited in Purchasing Department Revenue Code A.1345 2665 unless legally required to be deposited elsewhere.

SECTION VI

VI. PURCHASING POLICY - GENERAL CONDITIONS

- ▶ The Purchasing Agent is appointed at the pleasure of the Board of Supervisors and is responsible for reviewing and administering the purchasing policy of Warren County.
- ▶ Employees of the Purchasing Department shall maintain effective and professional public, vendor and customer relationships.
- ▶ To maintain a high level of quality service to Warren County Departments and Municipal Subdivisions, Purchasing staff shall participate in educational opportunities offered in the purchasing field, and keep abreast of current developments in market conditions, pricing, new products and the Law.
- ▶ The Purchasing Policy herein shall be administered in accordance with all ethical rules called for by the County of Warren.
- ▶ Any County Officer or employee who has, will have, or acquires an interest in, any actual or proposed contract with the County of which he/she is an officer or employee, shall publicly disclose the nature and extent of such interest in writing to the Board of Supervisors as soon as he/she has knowledge of an actual or prospective interest. This written disclosure will be made part of the official minutes of the Board of Supervisors. **If an officer or employee has a reason to believe that he/she may have a conflict of interest, the office of the County Attorney should be contacted immediately.**
- ▶ Each Purchase Order will be examined by a member of the Warren County Purchasing Department and processed according to the guidelines set forth under the section of applicable Purchasing Procedures.
- ▶ The Warren County Purchasing Department and Department Heads will maintain adequate documentation of all action taken in connection with each method of procurement. Such documentation may include, but not be limited to any and all pertinent Board Resolutions, Memoranda, Written Quotes, Contracts and any other appropriate form of documentation.
- ▶ Opportunity will be provided to all responsible suppliers to do business with the County. To this end, the Purchasing Department will maintain a listing of potential bidders for the various types of material, equipment, supplies and services used by County Departments. This list will be used for the distribution of notices for bids and quotes. Any supplier may be included on the list upon request.
- ▶ Suppliers will be removed from the bidders list if they make a formal written request, or if the Purchasing Agent finds the supplier to be an irresponsible bidder. This is determined by failing to provide proof of responsibility, having repeatedly made slow or unsatisfactory delivery of

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supplies or services or having been found by a Court of competent jurisdiction to have engaged in unlawful employment or business practices within the previous 12 months.

- ▶ Supplies used by various County Departments should be uniform whenever consistent with operational goals in the interest of efficiency or economy. The material, equipment, supplies, and services purchased by Warren County shall be of the quality and quantity required to serve ALL departments in a satisfactory manner, as will be determined by the requisitioner and the Purchasing Agent.
- ▶ Credit cards or P-Cards whose use is approved by the Clerk of the Board of Supervisors are held by same and signed out for use by County staff. Some Departments hold cards specific to their operations and reference is herein made to the County Credit Card Policy for further details.
- ▶ On occasion, County Departments are asked by vendors to complete credit applications in order to be able to set up an account. Said applications should not be returned as the County is not applying for credit. In most cases, a Purchase Order is sufficient documentation for the vendor to set up an account.
- ▶ No official or employee will be interested financially in contracts entered into by the municipality (as defined in Section 800 of General Municipal Law). This also precludes acceptance of gratuities, financial or otherwise, as stated in the Warren County Code of Ethics.
- ▶ The County of Warren will not be deemed responsible for any commitment made at the departmental level circumventing these procedures. If County procedures are circumvented, disciplinary action may be taken.
- ▶ Salespersons are encouraged to visit the Purchasing Department prior to or in conjunction with initial, individual Department contact.
- ▶ The Finance Committee will annually review the policies and procedures set forth in this manual prior to adoption by the Warren County Board of Supervisors.
- ▶ The unintentional failure to fully comply with the provisions of GML §103 and 104-b shall not be grounds to void any action taken or give rise to cause of action against the County of Warren, the Purchasing Department, or any officer or employee thereof.
- ▶ The County Attorney and the Warren County Board of Supervisors shall make the final decision regarding any issues related to procurement of goods and services for Warren County.
- ▶ Standard lists of commonly used items shall be jointly developed for all categories or groups of supplies by the Purchasing Agent and the appropriate requisitioners. These lists shall be used as a basis for determining the feasibility for obtaining quotations on quantity purchases or the necessity of advertising for formal bids.
- ▶ It is the responsibility of the Purchasing Agent to make alternative suggestions to the requisitioner if, in the judgment of the Purchasing Agent, the specifications would restrict competition or otherwise preclude the most economical purchase of the required items. In case

of disagreement as to the content of the specifications, the Board of Supervisors, after reviewing all available data, should make the final determination.

- ▶ The Purchasing Department offers a vendor library which includes many reference materials. NYS OGS contracts, [Buyer’s (Consumer) Guides,] vendor catalogues, preferred source catalogues, industrial buying guides, and all materials pertaining to Warren County bids. These materials may be viewed in the Purchasing Department Monday through Friday between the hours of 8:00 a.m. and 4:00 p.m.
- ▶ When a low bidder proposes an alternative as an “equal” to that specified, it is the responsibility of the Department Head to determine whether the proposed substitution is, in fact, an equal.
- ▶ Grant/Revenue and Asset Forfeiture funding is NOT exempt from the County’s Purchasing Policy or GML §103 or §104-b. These funds are still considered to be taxpayer money and procurement guidelines must be followed as with any other budgetary appropriation.
- ▶ The Purchasing Department posts all public bid documents on the County’s WCEAS system, including, but not limited to:

- | | |
|--------------------------|-----------------|
| * Specifications | * Addenda |
| * Recommendation Letters | * Award Letters |
| * Resolutions | * Tab Sheets |
| * Extension Letters | |

If a bid document is not posted, please contact the Purchasing Department for further information.

APPENDIX “A”

Uniform Guidance for Federal Awards

Purpose

The Code of Federal Regulations (CFR) Title 2 Part 200 (subparts A-F) of the “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards” requires organizations receiving federal awards to establish and maintain effective internal controls over Federal awards. This includes those instances where Warren County is a sub-recipient of the state.

General Policy Statement

Warren County does not have a centralized grants department, therefore, it is the responsibility of each department obtaining a grant to be familiar with and follow all grant documents and requirements. For the purpose of this policy, “Program Director” shall apply to the individual(s) within a given department who will be responsible for the grant. A list of the name(s) of the Program Director(s) along with the corresponding grants that they oversee shall be supplied to the County Administrator.

To comply with 2 CFR Part 200 (subparts A-F), Warren County implements policies and procedures to include, but not be limited to, those contained herein. In addition, Appendix II to Part 200 - Contract Provisions for Non-Federal Entity Contracts under Federal Awards shall be applicable and is on file in the Purchasing Department.

§200.318 General Procurement Standards

- A. The County will use its own procurement procedures which reflect applicable State and Local Laws and Regulations, provided that the procurements conform to applicable Federal Law and Uniform Guidance. As such, County procurements related to Federal grants will be subject to New York State General Municipal Law, Warren County Purchasing Policy, and Uniform Guidance Requirements.
- B. The Program Director within each department shall maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.
- C. No employee, officer or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he/she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer or agent, any member of his/her immediate family, his/her partner, or an organization which employees or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for contract. The officers, employees and agents of Warren County may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. Standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value shall be governed by the Code of Ethics of Warren County. The Code of Ethics provides for enforcement actions to be applied for violations of such standards by officers, employees, or agents of Warren County.

Uniform Guidance for Federal Awards (continued)

- D. The County will avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any appropriate analysis to determine the most economical approach.
- E. The County may enter into state and local intermunicipal agreements, where appropriate, for procurement or use of common or shared goods and services.
- F. The County may consider Federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.
- G. The County may use value engineering clauses in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions. Value engineering is a systematic and creative analysis of each contract item or task to ensure that its essential function is provided at the overall lower cost.
- H. The County will only award contracts to responsible vendors and will document, in writing, such determination. To aid in the documentation process, the “Vendor Responsibility Questionnaire” shall be included in any competitive solicitations issued that will use Federal grant funding.
§200.213 Suspension and debarment shall also apply:
 - 1. A contract award must not be made to parties listed on the government-wide exclusions in the System for Award Management (SAM), in accordance with OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 and 12689 “Debarment and Suspension”.
 - 2. The County will include a suspension/debarment clause within its “Standard Clauses for Federal Awards” requiring the vendor/contractor to certify that it is not suspended or debarred. The contract will also contain language requiring the vendor/contractor to notify the Government immediately upon becoming suspended or debarred.
 - 3. The Program Director within each department shall be required to check the Vendor/Contractor’s name through SAM to determine any exclusion. A copy of the SAM search shall be included with the contract documentation. To register on the SAM website, use this link: <https://www.sam.gov/portal/SAM#1>
 - 4. If a Vendor/Contractor is found to be suspended or debarred, the County will immediately cease to do business with the vendor.
- I. The Program Director within each department shall maintain grant files. Documentation must include a significant history of the procurement, including the rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis of contract price.
- J. The County will only utilize time and material contracts when it has been determined that no other contract type is suitable.

Uniform Guidance for Federal Awards (continued)

- K. The County must be responsible, in accordance with good administrative practice and sound business judgment for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the County of any contractual responsibilities under its contracts. The Federal awarding agency will not substitute its judgment for that of the County unless the matter is primarily a Federal concern. Violations of law will be referred to the local, state, or Federal authority having proper jurisdiction.

§200.319 Competition

- A. Procurements will provide for full and open competition as set forth in the Uniform Guidance, or State and local procurement policy/law, whichever is most restrictive.
- B. The County shall conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state, local or tribal geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference.

§200.320 Methods of Procurement to be Followed

See Appendix C Competitive Procurement Standards for further information that pertains to all competitive solicitations.

Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:

1. The item is available only from a single source. Documentation from the manufacturer must be provided to substantiate this.
2. The public need or emergency for the requirement will not permit a delay resulting from competitive solicitation. This should not be the result of poor planning.
3. The Federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the County.
4. After solicitation of a number of sources, competition is determined inadequate.

§200.321 Contracting with small and minority businesses, woman-owned business enterprises, and labor surplus area firms

- A. The County shall take all necessary affirmative steps to assure that minority businesses, woman-owned business enterprises, and labor surplus firms are used when possible. Steps to include:
1. Placing qualified small and minority businesses and woman-owned business enterprises on solicitation lists;
 2. Assuring that small and minority businesses and woman-owned business enterprises are solicited whenever they are potential sources;
 3. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and woman-owned business enterprises;

4. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses and woman-owned business enterprises; and
5. Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs 1-4 of this section.

§200.323 Contract cost and price

The County must perform a cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold (as of December 2017 - \$150,000) including contract modifications. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, the County will make independent estimates before receiving bids or proposals. Costs or prices based on estimated costs for contracts under the Federal award are allowable only to the extent that costs incurred or cost estimates included in negotiated prices would be allowable for the County under Subpart E - Cost Principles of this part. The cost plus percentage of cost and percentage of construction cost methods of contracting will not be used.

§200.324 Federal awarding agency or pass-through entity review

The County shall make available, upon request of the Federal awarding agency or pass-through entity, technical specifications on proposed procurements where the Federal awarding agency or pass-through entity believes such review is needed.

§200.325 Bonding requirements

For construction or facility improvement contracts or subcontracts exceeding the Simplified Acquisition Threshold, the County shall require:

1. A bid guarantee from each bidder equivalent to 5% of the bid price;
2. A performance bond on the part of the contractor for 100% of the contract price; and
3. A payment bond on the part of the contractor for 100% of the contract price.

§200.326 Contract provisions

County contracts under Federal awards shall contain the “Standard Clauses for Federal Awards” in conformance with the provisions described in Appendix II to Part 200 - Contract Provisions for non-Federal Entity Contracts Under Federal Awards. Program Directors shall ensure that these clauses are included with any procurement contract that is part of a Federal award.

Warren County Board of Supervisors

RESOLUTION NO. 436 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS MERLINO, DICKINSON, STROUGH, FRASIER, WILD, GERAGHTY, DIAMOND, HOGAN AND DRISCOLL

ACCEPTING BID AND AUTHORIZING AGREEMENT WITH WORKING PICTURES, INC. FOR CREATION, PRODUCTION AND PLACEMENT OF TELEVISION COMMERCIALS AND PHOTOGRAPHY ASSETS FOR THE TOURISM DEPARTMENT (WC 55-19)

WHEREAS, the Warren County Purchasing Agent requested bids for Creation, Production and Placement of Television Commercials and Photography Assets for the Tourism Department (WC 55-19), with the term to commence January 1, 2020 and terminate on December 31, 2020, with an option included to extend the contract for three (3) additional one year periods, and

WHEREAS, it has been recommended that Warren County award the contract to Working Pictures, Inc., the sole bidder, now, therefore, be it

RESOLVED, that the Warren County Purchasing Agent notify Working Pictures, Inc. of the acceptance of its proposal, and be it further

RESOLVED, that Warren County enter into an agreement with Working Pictures, Inc., 436 New Karner Road, Albany, New York 12205, for Creation, Production and Placement of Television Commercials and Photography Assets, pursuant to the terms and conditions of the bid specifications and proposal, for an amount not to exceed One Hundred Eight Thousand Eight Hundred Thirty-Five Dollars (\$108,835), and be it further

RESOLVED, that the Chairman of the Board of Supervisors be, and hereby is, authorized to execute said agreement in the form approved by the County Attorney, and be it further

RESOLVED, that provided this resolution has not been rescinded or the authorization provided hereby otherwise amended or terminated, the Chairman may, by written agreement and upon receiving the recommendation of the Purchasing Agent and department head, agree to extend the contract authorized hereby in accordance with the terms and conditions of the bid specifications and proposal for up to three (3) additional years from the date of expiration, and no further resolution of this Board shall be needed, and be it further

RESOLVED, that the funds for the above agreement shall be expended from Budget Code No. A.6417.0001 470 - Tourism Occupancy, Tourism, Contract.

Warren County Board of Supervisors

RESOLUTION NO. 437 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS GERAGHTY, FRASIER, MCDEVITT, LEGGETT, BRAYMER, SIMPSON, HYDE, DIAMOND, LOEB, MERLINO AND SOKOL

AMENDING TABLE OF ORGANIZATION AND WARREN COUNTY SALARY AND COMPENSATION PLAN FOR 2019

RESOLVED, that the Table of Organization and the Warren County Salary and Compensation Plan for 2019 are hereby amended as follows:

ASSIGNED COUNSEL

<u>Creating Position:</u>	<u>EFFECTIVE DATE</u>	<u>ANNUAL SALARY</u>
A.1170 130		
<u>TITLE:</u> Account Clerk (Part-Time)	October 21, 2019	\$29,333 Grade 4

Creating Position:

<u>A.1170 130</u>	<u>EFFECTIVE DATE</u>	<u>ANNUAL SALARY</u>
<u>TITLE:</u> Part-Time Grant Administrator	October 21, 2019	\$20.00 per hour <i>not to exceed \$5,200 annually</i>

DISTRICT ATTORNEY

<u>Decreasing Salary From:</u>	<u>EFFECTIVE DATE</u>	<u>ANNUAL SALARY</u>
A.1165 110		
<u>TITLE:</u> 3 rd Assistant District Attorney	October 21, 2019	\$84,975

Decreasing Salary To:

<u>A.1165 110</u>	<u>EFFECTIVE DATE</u>	<u>ANNUAL SALARY</u>
<u>TITLE:</u> 3 rd Assistant District Attorney	October 21, 2019	\$82,078

Decreasing Salary From:

<u>A.1165 110</u>	<u>EFFECTIVE DATE</u>	<u>ANNUAL SALARY</u>
<u>TITLE:</u> 4 th Assistant District Attorney	October 21, 2019	\$75,200

Decreasing Salary To:

<u>A.1165 110</u>	<u>EFFECTIVE DATE</u>	<u>ANNUAL SALARY</u>
<u>TITLE:</u> 4 th Assistant District Attorney	October 21, 2019	\$69,275

RESOLUTION No. 437 OF 2019

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DISTRICT ATTORNEY

<u>Increasing Salary From:</u>	<u>EFFECTIVE DATE</u>	<u>ANNUAL SALARY</u>
<u>A.1165 110</u>		
<u>TITLE:</u> 5 th Assistant District Attorney	October 21, 2019	\$69,275

<u>Increasing Salary To:</u>	<u>EFFECTIVE DATE</u>	<u>ANNUAL SALARY</u>
<u>A.1165 110</u>		
<u>TITLE:</u> 5 th Assistant District Attorney	October 21, 2019	\$70,520

<u>Decreasing Salary From:</u>	<u>EFFECTIVE DATE</u>	<u>ANNUAL SALARY</u>
<u>A.1165 110</u>		
<u>TITLE:</u> 6 th Assistant District Attorney	October 21, 2019	\$67,258

<u>Decreasing Salary To:</u>	<u>EFFECTIVE DATE</u>	<u>ANNUAL SALARY</u>
<u>A.1165 110</u>		
<u>TITLE:</u> 6 th Assistant District Attorney	October 21, 2019	\$65,258

Warren County Board of Supervisors

RESOLUTION NO. 438 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS GERAGHTY, FRASIER, MCDEVITT, LEGGETT, BRAYMER, SIMPSON, HYDE, DIAMOND, LOEB, MERLINO AND SOKOL

AMENDING RESOLUTION NO. 166 OF 2019, AMENDING TABLE OF ORGANIZATION AND WARREN COUNTY SALARY AND COMPENSATION PLAN FOR 2019, TO EXTEND THE EFFECTIVE DATE OF THE SENIOR AIDE - PART TIME TEMPORARY POSITION AT COUNTRYSIDE ADULT HOME

WHEREAS, by Resolution No. 166 of 2019 the Board of Supervisors created the position of Senior Aide - Part Time Temporary at Countryside Adult Home which was to be in place for up to six months for training purposes due to a vacant Senior Aide position, and

WHEREAS, the Director of Countryside Adult Home has requested that the authority for the Senior Aide - Part Time Temporary position be extended to the end of 2019 as the six-month approval has been exhausted and the Senior Aide position has still not been filled, and

WHEREAS, the Personnel & Higher Education Committee has approved the request and recommends same to the Board of Supervisors, now, therefore, be it

RESOLVED, that the Board of Supervisors does hereby extend the effective date of the Senior Aide - Part Time Temporary position at Countryside Adult Home through December 31, 2019 for training purposes, unless the vacant Senior Aide position is filled sooner.

Warren County Board of Supervisors

RESOLUTION NO. 439 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS SOKOL, SIMPSON, MERLINO, DICKINSON, STROUGH, BEATY, FRASIER, McDEVITT, GERAGHTY, BRAYMER AND HYDE

**AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE GENERAL FUND UNAPPROPRIATED SURPLUS TO THE HUMAN SERVICES BUILDING AND COUNTRYSIDE ADULT HOME BUDGETS;
AMENDING 2019 WARREN COUNTY BUDGET**

WHEREAS, the Superintendent of Public Works has apprised of the need for a larger generator at the Human Services Building, the estimated cost of which is One Hundred Eighteen Thousand Dollars (\$118,000), and

WHEREAS, the Superintendent of Public Works has advised that the current Human Services Building generator is sufficient for Countryside Adult Home and the cost to move and reconnect the generator is estimated to be Thirty-Eight Thousand Dollars (\$38,000), and

WHEREAS, the Finance Committee has reviewed this matter and recommends the appropriation of a total of One Hundred Fifty-Six Thousand Dollars (\$156,000) from the General Fund Unappropriated Surplus to cover the aforementioned costs, now, therefore, be it

RESOLVED, that the Board of Supervisors does hereby authorize the appropriation of funds from the General Fund Unappropriated Surplus to the following budget codes:

CODE	DEPARTMENT	AMOUNT
A.1624 413	Human Services Building, Repair & Maint.-Bldg/Property	\$ 118,000.00
A.6030 413	Countryside Adult Home, Repair & Maint.-Bldg/Property	\$ 38,000.00

and be it further

RESOLVED, that the Warren County Budget for 2019 be, and hereby is, amended accordingly.

Warren County Board of Supervisors

RESOLUTION NO. 440 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS SOKOL, SIMPSON, MERLINO, DICKINSON, STROUGH, BEATY, FRASIER, MCDEVITT, GERAGHTY, BRAYMER AND HYDE

FURTHER AMENDING RESOLUTION NO. 374 OF 2017, APPROVING THE PAYMENT FOR SERVICES PROPOSAL SUBMITTED BY THE WARREN COUNTY CORONER, TO UPDATE REMOVAL, TRANSPORT AND FORENSIC MEDICAL SERVICES FEES

WHEREAS, by Resolution No. 374 of 2017, which was subsequently amended by Resolution Nos. 132 of 2018 and 461 of 2018, the Warren County Board of Supervisors approved a payment for services proposal submitted by the Warren County Coroner in an effort to help control Warren County's costs for removal and transportation of deceased, and

WHEREAS, the County Coroner has advised certain adjustments to the removal related services are necessary and the same have been reported to the Support Services Committee, now, therefore, be it

RESOLVED, that the Support Services Committee has considered and approved the updated payment for services proposal as outlined below:

- Removal - \$400 to Glens Falls Hospital, \$500 to Albany Medical Center (includes vehicle and any related removal equipment; staff personal protective equipment; treatment; transport and disposal of hazardous materials, mileage); with exigent removal stipend approved by the Coroner not to exceed an aggregate total of One Thousand Dollars (\$1,000); (\$75.00 per person for extra personnel);
- Mileage - from Warren County line to Albany Medical Center, approximately 50 miles @ \$1.50 per mile for a total of Seventy-Five Dollars (\$75);
- Infectious Disease Transport Body Bag: Black, heavy duty - Ninety Dollars (\$90); White, light/med. duty - Fifty Dollars (\$50);
- Forensic Medical Services, PC - Albany Medical Center: One Thousand Dollars (\$1,000) autopsy fee and death certificate; Glens Falls Hospital: One Thousand One Hundred Fifty Dollars (\$1,150);
- Resource Recovery - research the ability to recover some/all funds for autopsies conducted as a result of a motor vehicle or industrial accident;
- Custodial Fee - Seventy-Five Dollars (\$75) per day when storage is required while awaiting autopsy.

Warren County Board of Supervisors

RESOLUTION NO. 441 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS SOKOL, SIMPSON, MERLINO, DICKINSON, STROUGH, BEATY, FRASIER, McDEVITT, GERAGHTY, BRAYMER AND HYDE

AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE WESTMOUNT LEGACY RESERVE FUND TO THE PUBLIC NURSING HOME BUDGET IN ORDER TO PAY THE CLEMENTS GROUP FOR WORK DONE IN ACCORDANCE WITH THE DEBT COLLECTION CONTRACT; AMENDING 2019 WARREN COUNTY BUDGET

RESOLVED, that the Warren County Board of Supervisors hereby appropriates funds and authorizes payment to The Clements Group for work done in accordance with the debt collection contract held with Warren County, in the amount of Fifty Thousand Nine Hundred Sixteen Dollars and Seven Cents (\$50,916.07) from the Reserve, Westmount Legacy A.897.00 to the following budget code:

CODE	DEPARTMENT	AMOUNT
A.4530 440	Public Nursing Home, Legal/Transcript Fees	\$50,916.07

and be it further

RESOLVED, that the Warren County Budget for 2019 be, and hereby is, amended accordingly, and be it further,

RESOLVED, that the Chairman of the Board be, and hereby is, authorized to execute any and all necessary documents associated with this review in a form approved by the County Attorney.

Warren County Board of Supervisors

RESOLUTION NO. 442 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS SOKOL, SIMPSON, MERLINO, DICKINSON, STROUGH, BEATY, FRASIER, MCDEVITT, GERAGHTY, BRAYMER AND HYDE

AUTHORIZING AMENDMENT AGREEMENT WITH NATIONAL BUSINESS EQUIPMENT & SUPPLY LLC TO ADJUST THE ANNUAL COPY COUNT AND DECREASE GOLD ALLIANCE SERVICES AGREEMENT AMOUNT

WHEREAS, pursuant to Resolution No. 217 of 2017 (Amended by Resolution No. 291 of 2017), the Warren County Board of Supervisors authorized extension of an agreement with National Business Equipment & Supply LLC for Print/Copy/Fax/Scan Output Assessment, Consolidation of Office Equipment and Contract for Multi-Function Copiers on a Cost per Copy Basis, (WC 49-11), for an additional term commencing August 1, 2017 and terminating July 31, 2022, for an amount not to exceed Three Thousand Two Hundred Thirty-Three Dollars and Ten Cents (\$3,233.10) per month for lease of equipment and an amount not to exceed Two Thousand Five Hundred Forty-Three Dollars and Twenty Cents (\$2,543.20) per month for service/parts/supplies, and

WHEREAS, the County Administrator is requesting to amend the agreement to adjust the annual copy count and decrease the Gold Alliance Service Agreement amount to Two Thousand Four Hundred Sixty-Nine Dollars and Eighty-Three Cents (\$2,469.83), now, therefore, be it

RESOLVED, that the Chairman of the Board of Supervisors be, and hereby is, authorized to execute an amendment agreement to adjust the annual copy count and decrease the Gold Alliance Services Agreement to Two Thousand Four Hundred Sixty-Nine Dollars and Eighty-Three Cents (\$2,469.83) effective October 1, 2019 and terminating July 31, 2022, in a form approved by the County, and be it further

RESOLVED, that other than the changes outlined herein, all other terms and conditions of Resolution Nos. 217 and 291 of 2017 will remain the same.

Warren County Board of Supervisors

RESOLUTION NO. 443 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS SOKOL, SIMPSON, MERLINO, DICKINSON, STROUGH, BEATY, FRASIER, MCDEVITT, GERAGHTY, BRAYMER AND HYDE

**AUTHORIZING EXTENSION AGREEMENT WITH CAPITAL MARKETS ADVISORS, LLC
(FORMERLY ENVIRONMENTAL CAPITAL LLC) FOR
FINANCIAL ADVISORY SERVICES FOR BONDS**

WHEREAS, the County Treasurer has requested that Warren County enter into an extension agreement (previous contract being authorized by Resolution No. 402 of 2016), with Capital Markets Advisors, LLC (formerly Environmental Capital LLC) for financial advisory services for bonds, for a term commencing January 1, 2020 and terminating when the refinancing of bonds is complete, pursuant to the same terms and conditions as the original specifications (WC 066-13) and proposal, and

WHEREAS, the Finance Committee has approved the request to extend the agreement, now, therefore be it

RESOLVED, that the Chairman of the Board of Supervisors be, and hereby is, authorized to execute an extension agreement and such other documents that may be necessary to carry out the terms of this resolution, in a form approved by the County Attorney, with the fee to be paid from Budget Code A.1010 437 - Legislative Board, Consulting Fees.

Warren County Board of Supervisors

RESOLUTION NO. 444 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS SOKOL, SIMPSON, MERLINO, DICKINSON, STROUGH, BEATY, FRASIER, MCDEVITT, GERAGHTY, BRAYMER AND HYDE

FURTHER AMENDING THE UNASSIGNED FUND BALANCE POLICY FOR WARREN COUNTY

RESOLUTION TABLED

WHEREAS, the County Treasurer has apprised the Finance Committee of a recommendation from the Government Finance Officers Association (GFOA) that general-purpose governments, such as Warren County, maintain an unrestricted fund balance in their General Fund of no less than two months (approximately 16.7%) of regular general fund operating expenditures, and

WHEREAS, the County Treasurer advises both he and the Auditors the County consults with agree with the GFOA recommendation and suggest amending the Unassigned Fund Balance Policy for Warren County to change the limits cited within from a dollar amount to a percentage, specifically setting the minimum as 16.7% and the maximum at 21.8%, and

WHEREAS, the Finance Committee has considered and agrees with the changes suggested by the County Treasurer and does refer same to the Warren County Board of Supervisors for approval, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby amends the Unassigned Fund Balance Policy for Warren County (most recently amended by Resolution No. 186 of 2016) to change the limits cited within from a dollar amount to a percentage, specifically setting the minimum as 16.7% and the maximum at 21.8%.

Warren County Board of Supervisors

RESOLUTION NO. 445 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS SOKOL, SIMPSON, MERLINO, DICKINSON, STROUGH, BEATY, FRASIER, MCDEVITT, GERAGHTY, BRAYMER AND HYDE

**AUTHORIZING ACCEPTANCE OF SETTLEMENT FOR A
RESIDENT AT WESTMOUNT HEALTH FACILITY AND AUTHORIZING COUNTY
TREASURER TO WRITE-OFF REMAINING DEBT**

RESOLVED, that the Warren County Board of Supervisors hereby authorizes a settlement agreement as outlined below for skilled nursing services for a resident at the former Westmount Health Facility as currently set forth in the books and records of the County's General Fund as follows:

<u>RESIDENT NUMBER</u>	<u>AMOUNT</u>
909	\$5,000.00

and be it further

RESOLVED, that the Warren County Treasurer is hereby authorized to write-off the remaining balance owed to the County for skilled nursing services in the amount of Eighteen Thousand Sixty-Eight Dollars and Eighty-Six Cents (\$18,068.86).

Warren County Board of Supervisors

RESOLUTION NO. 446 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS SOKOL, SIMPSON, MERLINO, DICKINSON, STROUGH, BEATY, FRASIER, McDEVITT, GERAGHTY, BRAYMER AND HYDE

AUTHORIZING COUNTY TREASURER TO CLOSE CAPITAL PROJECTS

RESOLVED, that the Warren County Treasurer be, and hereby is, authorized and directed to close the following Capital Projects and return remaining funds to the funding source:

<u>CAPITAL PROJECT</u>	<u>ESTIMATED FUNDS</u>	<u>FUNDING SOURCE</u>
H214 - Woolen Mill Bridge	\$ 18,517.53	D.9950 910
H323 - Gaslight Festival Space	\$ 0.00	N/A
H331 - County Bridge Projects	\$345,035.51	D.9550 910
H357 - CR Wood Park Festival Space Fence	\$ 0.00	N/A
H378 - 2018 Bridge Projects	\$201,888.48	A.9950 910

Warren County Board of Supervisors

RESOLUTION NO. 447 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS SOKOL, SIMPSON, MERLINO, DICKINSON, STROUGH, BEATY, FRASIER, MCDEVITT, GERAGHTY, BRAYMER AND HYDE

ESTABLISHING CAPITAL PROJECT NO. H390, COUNTY BRIDGE & CULVERT PROJECTS; AUTHORIZING TRANSFER OF FUNDS; AND AMENDING WARREN COUNTY BUDGET FOR 2019

RESOLVED, that the Warren County Board of Supervisors does hereby establish Capital Project No. H390, County Bridge & Culvert Projects, as follows:

1. Capital Project No. H390, County Bridge & Culvert Projects, is hereby established.
2. The estimated cost of such Capital Project is the amount of Six Hundred One Thousand Three Hundred Eighty-One Dollars and Fifty-One Cents (\$601,381.51).
3. The proposed method of financing such Capital Project consists of the following:
 - a. Transfer of funds in the amount of Three Hundred Ninety-Nine Thousand Four Hundred Ninety-Three Dollars and Three Cents (\$399,493.03) from Budget Code D.9950 910, County Road, Transfers-Capital Projects, Interfund Transfers; and
 - b. Transfer of funds in the amount of Two Hundred One Thousand Eight Hundred Eighty-Eight Dollars and Forty-Eight Cents (\$201,888.48) from Budget Code A.9950 910, General, Transfers-Capital Projects, Interfund Transfers

and be it further

RESOLVED, that the Warren County Treasurer be, and hereby is, authorized and directed to transfer funds in the amount of Six Hundred One Thousand Three Hundred Eighty-One Dollars and Fifty-One Cents (\$601,381.51) to Capital Project H390, County Bridge & Culvert Projects, and be it further

RESOLVED, that the Warren County Budget for 2019 be, and hereby is, amended accordingly, and be it further

RESOLVED, that the Warren County Board of Supervisors hereby authorizes and approves the County Treasurer to advance the funds up to the amount indicated below on an as-needed basis:

ADVANCE TO

H390 - County Bridge & Culvert Projects

AMOUNT

\$601,381.51

Warren County Board of Supervisors

RESOLUTION NO. 448 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS SOKOL, SIMPSON, MERLINO, DICKINSON, STROUGH, BEATY, FRASIER, MCDEVITT, GERAGHTY, BRAYMER AND HYDE

INCREASING CAPITAL PROJECT NO. H278 MIDDLETON BRIDGE OVER SCHROON RIVER; AUTHORIZING TRANSFER OF FUNDS; AND AMENDING WARREN COUNTY BUDGET FOR 2019

RESOLVED, that the Warren County Board of Supervisors does hereby increase Capital Project No. H278 Middleton Bridge over Schroon River, as follows:

1. Capital Project No. H278 Middleton Bridge over Schroon River is hereby increased in the amount of Two Hundred Forty-Four Thousand Six Hundred Seventy Dollars and Zero Cents (\$244,670).
2. The estimated total cost of Capital Project No. H278 Middleton Bridge over Schroon River is now Five Hundred Seventy-Nine Thousand Six Hundred Seventy Dollars and Zero Cents (\$579,670).
3. The proposed method of financing the increase in such Capital Project consists of the following:
 - a. Federal grant funding in the amount of One Hundred Eighty-Six Thousand Thirty-Eight Dollars and Zero Cents (\$186,038);
 - b. State Marchiselli grant funding in the amount of Fifty-Eight Thousand Six Hundred Thirty-Two Dollars and Zero Cents (\$58,632);
 - c. Local share funding in the amount of Zero Dollars and Zero Cents (\$0.00) *no additional funds needed at this time,*

and be it further

RESOLVED, that the Warren County budget for 2019 be, and hereby is, amended accordingly, and be it further

RESOLVED, that the Warren County Board of Supervisors hereby authorizes and approves the County Treasurer to transfer the funds in the amount indicated below:

<u>TRANSFER TO</u>	<u>AMOUNT</u>
H278 Middleton Bridge over Schroon River	\$244,670

Warren County Board of Supervisors

RESOLUTION NO. 449 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS SOKOL, SIMPSON, MERLINO, DICKINSON, STROUGH, BEATY, FRASIER, MCDEVITT, GERAGHTY, BRAYMER AND HYDE

INCREASING CAPITAL PROJECT NO. H361 BRANT LAKE LOWER DAM; AUTHORIZING TRANSFER OF FUNDS; AND AMENDING WARREN COUNTY BUDGET FOR 2019

RESOLVED, that the Warren County Board of Supervisors does hereby increase Capital Project No. H361 Brant Lake Lower Dam, as follows:

1. Capital Project No. H361 Brant Lake Lower Dam is hereby increased in the amount of Nine Thousand Dollars and Zero Cents (\$9,000).
2. The estimated total cost of Capital Project No. H361 Brant Lake Lower Dam is now Fifty-Four Thousand Dollars and Zero Cents (\$54,000).
3. The proposed method of financing the increase in such Capital Project consists of the following:
 - a. A transfer of funds in the amount of Nine Thousand Dollars and Zero cents (\$9,000) from Budget Code D.9950 910, County Road, Transfers-Capital Projects, Interfund Transfers,

and be it further

RESOLVED, that the Warren County budget for 2019 be, and hereby is, amended accordingly, and be it further

RESOLVED, that the Warren County Board of Supervisors hereby authorizes and approves the County Treasurer to transfer the funds in the amount indicated below:

<u>TRANSFER TO</u>	<u>AMOUNT</u>
H361 Brant Lake Lower Dam	\$9,000

Warren County Board of Supervisors

RESOLUTION NO. 450 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS SOKOL, SIMPSON, MERLINO, DICKINSON, STROUGH, BEATY, FRASIER, McDEVITT, GERAGHTY, BRAYMER AND HYDE

AUTHORIZING THE APPROPRIATION OF FUNDS FROM DEFERRED REVENUE - GASLIGHT VILLAGE PARKING FEES TO THE CHARLES R. WOOD PARK PROPERTY BUDGET; AUTHORIZING REIMBURSEMENT TO THE VILLAGE OF LAKE GEORGE FOR VARIOUS EXPENSES AT THE CHARLES R. WOOD PARK; AND AMENDING 2019 WARREN COUNTY BUDGET

WHEREAS, the Superintendent of Public Works has advised that the Village of Lake George has submitted invoices totaling Eleven Thousand Five Hundred Thirty-Nine Dollars and Nine Cents (\$11,539.09) for various expenses associated with the Festival Space of the Charles R. Wood Park, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby appropriates funds in the amount of Ten Thousand One Hundred Fourteen Dollars and Fifty-Two Cents (\$10,114.52) from Deferred Revenue - Gaslight Village Parking Fees (A.691.07) to Budget Code A.1625 413 Charles R. Wood Park, Repair & Maint.-Building/Property; One Thousand Four Hundred Nineteen Dollars and Seventy-Nine Cents (\$1,419.79) from Deferred Revenue - Gaslight Village Parking Fees (A.691.07) to Budget Code A.1625 410 Charles R. Wood Park, Supplies; and Four Dollars and Seventy-Eight Cents (\$4.78) from Deferred Revenue - Gaslight Village Parking Fees (A.691.07) to Budget Code A.1625 424 Charles R. Wood Park, Postage, and be it further

RESOLVED, that the Warren County Board of Supervisors does hereby authorize payment in a total amount of Eleven Thousand Five Hundred Thirty-Nine Dollars and Nine Cents (\$11,539.09) for expenses associated with the Festival Space of the Charles R. Wood Park, and be it further

RESOLVED, that the Warren County Budget for 2019 be, and hereby is, amended accordingly.

Warren County Board of Supervisors

RESOLUTION NO. 451 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS SOKOL, SIMPSON, MERLINO, DICKINSON, STROUGH, BEATY, FRASIER, MCDEVITT, GERAGHTY, BRAYMER AND HYDE

AUTHORIZING SALE OF TOWN OF CHESTER TAX MAP PARCEL NO. 104.10-4-5 TO THE TOWN OF CHESTER FOLLOWING THE 2019 WARREN COUNTY TAX FORECLOSURE ACTION

WHEREAS, Town of Chester Tax Map Parcel No. 104.10-4-5 is a .90 acre lot located at 10 Pine Street, Chester, New York and is included in the 2019 County Tax Foreclosure proceeding as a result of delinquent taxes, penalties and interest due for years 2009-2019 totaling Ninety-Three Thousand Six Hundred Seventy-Nine Dollars and Sixty-Three Cents (\$93,679.63), and

WHEREAS, Supervisor Craig Leggett has advised that the Town of Chester desires to purchase the above-referenced parcel in keeping with the provisions of Resolution No. 632 of 2005 which allows a municipality to purchase a property in foreclosure for either the amount of the delinquent taxes plus penalties and interest due at the time of foreclosure or one-third (1/3) of the market value, whichever is lower, and

WHEREAS, the market value of Town of Chester Tax Map Parcel No. 104.10-4-5 is Twenty Two Thousand Five Hundred Dollars (\$22,500), making the one-third (1/3) purchase price Seven Thousand Five Hundred Dollars (\$7,500), now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the sale of Town of Chester Tax Map Parcel No. 104.10-4-5 to the Town of Chester, for the amount of Seven Thousand Five Hundred Dollars (\$7,500), provided, however, that if the Town of Chester re-sells the property within five (5) years following acquisition, the Town of Chester shall pay to the County fifty percent (50%) of the profit made on such sale with profit being defined as that amount received by the Town of Chester in excess of the cost of acquisition and the cost of any improvements made to the property which are funded by the Town of Chester, and be it further

RESOLVED, that upon payment of the amount due for the parcels the Chairman of the Board of Supervisors be, and hereby is, authorized to execute a Quitclaim Deed and any other necessary documents to facilitate the conveyance in a form approved by the County Attorney.

Warren County Board of Supervisors

RESOLUTION NO. 452 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS BRAYMER, SIMPSON, STROUGH, DICKINSON, McDEVITT, MERLINO, LOEB, HOGAN AND HYDE

RESOLUTION SETTING PUBLIC HEARING ON WARREN COUNTY SEWER DISTRICT (INDUSTRIAL PARK) ASSESSMENT ROLL

WHEREAS, the proposed Warren County Sewer District (Industrial Park) Assessment Roll for 2020 has been presented, and

WHEREAS, the Warren County Board of Supervisors must conduct a public hearing prior to adoption of the roll, now therefore, be it

RESOLVED, that the Warren County Board of Supervisors shall hold a public hearing on November 15, 2019 at 10:00 a.m. at the Supervisors Room in the Warren County Municipal Center, 1340 State Route 9, Queensbury, New York to hear all interested parties and citizens concerning the proposed Warren County Sewer District (Industrial Park) Assessment Roll for 2020, and, be it further

RESOLVED, that the Warren County Board of Supervisors authorizes and directs the Clerk of the Board of Supervisors to publish a Notice of Public Hearing in the official newspapers for Warren County not less than five (5) days prior to the hearing date and authorizes and directs the Sewer District Administrator to mail a copy of the Notice to all property owners within the Benefit Assessment District.

2020 Benefit Tax Roll

Warren County Sewer District (Industrial Park)

Tax Map #	Owner	Property Location	Acres	Rate/Acre	Tax
297.8-1-10	IDA Warr & Wash	Queensbury Ave	12.97	64.1528	832.06
297.8-1-12	County of Warren DPW	Queensbury Ave	5.54	64.1528	355.41
297.8-1-13	County of Warren DPW	Queensbury Ave	8.12	64.1528	520.92
297.8-1-14.1	Angio Dynamics, Inc.	Marcy Drive	0.97	64.1528	62.23
297.8-1-14.2	Angio Dynamics, Inc.	Marcy Drive	0.70	64.1528	44.91
297.8-1-15	Angio Dynamics, Inc.	Marcy Drive	1.17	64.1528	75.06
297.8-1-16	Adk Industrial Pk	Marcy Drive	1.00	64.1528	64.15
297.8-1-17	Adk Industrial Pk	Marcy Drive	1.44	64.1528	92.38
297.8-1-20	TJ Upstate Prop	Queensbury Ave	6.09	64.1528	390.69
297.8-1-21.1	SMS Ent LLC	Marcy Drive	1.60	64.1528	102.64
297.8-1-21.2	SMS Ent LLC	Marcy Drive	0.11	64.1528	7.06
297.8-1-22.1	C&R Properties, LLC	Queensbury Ave	1.60	64.1528	102.64
297.8-1-22.2	C&R Properties, LLC	Queensbury Ave	0.20	64.1528	12.83
297.8-1-23	SMS Ent LLC	Queensbury Ave	2.00	64.1528	128.31
297.8-1-24	543 Queensbury Ave, LLC	Marcy Drive	2.64	64.1528	169.36
297.8-1-25	Adk Ind Pk Co LLC	Queensbury Ave	1.62	64.1528	103.93
297.8-1-26	543 Queensbury Ave., LLC	Queensbury Ave	2.82	64.1528	180.91
297.8-1-27.1	Adk Industrial Pk	Marcy Drive	1.46	64.1528	93.66
297.8-1-27.2	Angio Dynamics, Inc.	Marcy Drive	0.84	64.1528	53.89
297.12-1-1	City of Glens Falls	Queensbury Ave	4.59	64.1528	294.46
297.12-1-2	509 Queensbury Ave L	Queensbury Ave	2.79	64.1528	178.99
297.12-1-3	Queensbury 400 Prop	Queensbury Ave	<u>1.84</u>	64.1528	<u>118.04</u>

62.11 3,984.53

LEVY:

Qsby Invoice 3,984.53

TAX RATE: 64.1528

Warren County Board of Supervisors

RESOLUTION NO. 453 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS BRAYMER, SIMPSON, STROUGH, DICKINSON, McDEVITT, MERLINO, LOEB, HOGAN AND HYDE

ADOPTING EQUALIZATION RATES FOR MUNICIPALITIES IN WARREN COUNTY FOR 2019

WHEREAS, the State Board of Real Property Tax Services has provided the Certificate of County Equalization Rates for 2019 Assessment Rolls for Municipalities in the County of Warren, which sets forth equalization rates which are to be used in the apportionment of the 2020 county tax levy for each town and city in the County and a copy of said Certificate dated September 4, 2019, has been filed in the Office of the Clerk of the Board of Supervisors, now, therefore, be it

RESOLVED, that the equalization rates established by the State Board of Real Property Tax Services are hereby accepted and approved and the equalization rates for each town and city in the County of Warren for the year 2020 are hereby established as follows:

<u>MUNICIPALITY</u>	<u>EQUALIZATION RATE</u>
Bolton	90.00
Chester	100.00
City of Glens Falls	75.00
Hague	75.50
Horicon	100.00
Johnsburg	1.90
Lake George	90.00
Lake Luzerne	100.00
Queensbury	100.00
Stony Creek	1.00
Thurman	95.51
Warrensburg	100.00

Warren County Board of Supervisors

RESOLUTION NO. 454 OF 2018

RESOLUTION INTRODUCED BY SUPERVISORS BRAYMER, SIMPSON, STROUGH, DICKINSON, McDEVITT, MERLINO, LOEB, HOGAN AND HYDE

RELATING TO UNPAID SCHOOL TAXES

WHEREAS, Section 1330 of the Real Property Tax Law provides that any school district other than a city school district shall transmit a statement and certificate of unpaid school taxes to the County Treasurer so that the same is received not later than the 15th day of November following the levy of the tax, and further that the Warren County Treasurer shall transmit such statement and certificate of unpaid taxes to the Board of Supervisors, now, therefore, be it

RESOLVED, that the Board of Supervisors shall, upon receipt of the statement and certificate of unpaid school taxes from the County Treasurer, relevy the amount of such unpaid taxes with seven per centum (7%) of the amount of principal and interest in addition thereto at the county and town tax levy for the fiscal year 2020.

Warren County Board of Supervisors

RESOLUTION NO. 455 OF 2019

RESOLUTION INTRODUCED BY CHAIRMAN CONOVER

APPOINTING REPRESENTATIVES TO ADIRONDACK PARK LOCAL GOVERNMENT REVIEW BOARD DUE TO A RESIGNATION

WHEREAS, by Resolution No. 9 of 2019 Matthew J. Simpson was appointed to serve as the representative of Warren County to serve upon the Adirondack Park Local Government Review Board, and Kevin B. Geraghty was appointed to serve as 1st alternate representative, for the term expiring December 31, 2019, and

WHEREAS, Matthew J. Simpson has announced his resignation from the Adirondack Park Local Government Review Board effective October 25, 2019, now, therefore, be it

RESOLVED, that Kevin B. Geraghty, be, and hereby is, appointed as the representative of Warren County to serve upon the Adirondack Park Local Government Review Board, to serve the remainder of the unexpired term vacated by Matthew J. Simpson which is to expire on December 31, 2019, and be it further

RESOLVED, that Frank Thomas, be, and hereby is, appointed as 1st alternate representative of Warren County to serve upon the Adirondack Park Local Government Review Board, for a term to expire on December 31, 2019.

Warren County Board of Supervisors

RESOLUTION NO. 456 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS THOMAS, MERLINO, STROUGH, WILD, SOKOL, BEATY, DICKINSON, GERAGHTY, FRASIER, DIAMOND AND McDEVITT

OPPOSING THE WITHHOLDING OF LOCAL SALES TAX REVENUES FOR THE PURPOSE OF SHIFTING THE COST OF STATE PROGRAMS ON TO LOCAL GOVERNMENTS

WHEREAS, the 2019-20 Enacted State Budget eliminated Aid and Incentives for Municipalities (AIM) program funding for 1,326 towns and villages in New York State, and

WHEREAS, the 2019-20 Enacted State Budget Office included unprecedented statutory changes that require the State Comptroller to withhold certain county sales tax revenues and make payments to the impacted towns and villages in the amounts that they had previously received through AIM in State Fiscal Year 2018-2019, and

WHEREAS, pursuant to the 2019-20 Enacted Budget, the State Comptroller will withhold \$224,293 in sales tax revenues otherwise due to Warren County and its municipalities in two withholdings, the first occurring on December 6, 2019, and the second in May 2020, and

WHEREAS, pursuant to Local Laws that authorize the collection of this \$224,293 in sales tax revenue, said revenue would have otherwise been shared locally in the amounts of \$112,147 to the Towns and the Village of Lake George, \$2,243 to the City of Glens Falls, and \$109,904 to the County of Warren, and

WHEREAS, the \$114,389 in sales tax revenue that would have otherwise been distributed to the City, Towns and Village but will instead be withheld by the State Comptroller represents a direct reduction of revenue to each of these localities, and

WHEREAS, the \$109,904 in sales tax revenue that would have otherwise been retained by the County of Warren must be offset by county property tax collections, and therefore represents an additional negative fiscal impact to taxpayers in each of these localities, and

WHEREAS, the impacts above equate to a new financial burden being placed upon taxpayers of each municipality as follows:

Town of Bolton:	\$ 35,926
Town of Chester:	\$ 15,435
City of Glens Falls:	\$ 12,142
Town of Hague:	\$ 12,380
Town of Horicon:	\$ 13,417
Town of Johnsburg:	\$ 9,287
Village of Lake George:	\$ 5,245
Town of Lake George:	\$ 20,124
Town of Lake Luzerne:	\$ 8,663

RESOLUTION NO. 456 OF 2019

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Town of Queensbury:	\$ 78,351
Town of Stony Creek:	\$ 2,778
Town of Thurman:	\$ 3,535
Town of Warrensburg:	\$ 7,010
TOTAL:	\$224,293, and

WHEREAS, the \$224,293 financial impact of the AIM program in Warren County has, since the program's inception, been supported by the state in order to relieve financial pressure on localities but will now be financed by the very localities within Warren County that the program is intended to assist, thereby contradicting the program's very purpose, and

WHEREAS, transferring costs for the AIM program from the state to local taxpayers represents a tax shift from broad-based state income taxes to regressive local property taxes, and

WHEREAS, the statutory changes authorizing the state to capture local sales tax revenue, which exists by virtue of local laws authorizing the collection of such revenue, are unprecedented, likely illegal, and set a dangerous precedent of the state balancing its own budget by forcibly seizing and spending local tax revenue, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors urges the Governor and State Legislature to repeal all state laws authorizing the financing of AIM payments through local sales tax revenue and fully restore the AIM program as a state aid program financed by state appropriations, and be it further

RESOLVED, that the Warren County Board of Supervisors hereby directs the County Administrator, County Attorney and County Treasurer to work with their counterparts in neighboring counties as well as the New York State Association of Counties in researching legal remedies that counties can use to challenge the dangerous precedent set by the statutory changes described herein, and be it further

RESOLVED, that the Clerk of the Board of Supervisors is hereby directed to forward copies of this resolution to the New York State Association of Counties, Governor Andrew M. Cuomo, Senator Elizabeth O'C. Little, Assemblyman Daniel G. Stec, the Intercounty Legislative Committee of the Adirondacks and all others deemed necessary and proper.

Warren County Board of Supervisors

RESOLUTION NO. 457 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS WILD AND DICKINSON

WAIVING THE RULES OF THE BOARD REQUIRING THAT A RESOLUTION BE PRESENTED IN WRITING REGARDING RATIFYING THE TERMS OF THE POLICE SUPERVISORS BENEVOLENT ASSOCIATION MEMORANDUM OF AGREEMENT AND AUTHORIZING THE CHAIRMAN OF THE BOARD TO SIGN THE COLLECTIVE BARGAINING AGREEMENT THAT INCORPORATES THE TERMS OF THE MEMORANDUM OF AGREEMENT

RESOLVED, that the Warren County Board of Supervisors waives the Rules of the Board requiring that a resolution be presented in writing regarding ratifying the terms of the Police Supervisors Benevolent Association Memorandum of Agreement and authorizing the Chairman of the Board to sign the Collective Bargaining Agreement which incorporates the terms of the Memorandum of Agreement.

Warren County Board of Supervisors

RESOLUTION NO. 458 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS LEGGETT & McDEVITT

RATIFYING THE TERMS OF THE POLICE SUPERVISORS BENEVOLENT ASSOCIATION MEMORANDUM OF AGREEMENT AND AUTHORIZING THE CHAIRMAN OF THE BOARD TO SIGN THE COLLECTIVE BARGAINING AGREEMENT THAT INCORPORATES THE TERMS OF THE MEMORANDUM OF AGREEMENT

RESOLVED, that the Warren County Board of Supervisors does hereby ratify the terms of the Police Supervisors Benevolent Association Memorandum of Agreement and does authorize the Chairman of the Board to sign the Collective Bargaining Agreement for the five-year period commencing retroactive to January 1, 2018 and terminating December 31, 2022 which incorporates the terms of the Memorandum of Agreement.