

Public Safety Committee  
Warren County Office of Emergency Services  
AGENDA  
April 19, 2021

Committee Members: DIAMOND, Magowan, Braymer, Frasier and Shepler

- I. Committee meeting called to order by Chairman
- II. Motion to approve minutes of prior committee meeting
- III. Action Agenda/New Business
  1. **Request:** Resolution request to award bid and establish a new contract with Contingency Management Consulting Group LLC for the provision of assistance in emergency planning, training and exercise (WC 17-21). *Attachment #1*  
**Rationale:** The term would commence on June 19, 2021 and terminate on December 31, 2021 with the possibility of four (4) additional one (1) calendar year terms.
  2. **Request:** Resolution request to award bid and establish a new contract with DebrisTech LLC for the provision of assistance in emergency response, debris monitoring services and cost recovery (WC 18-21). *Attachment #2*  
**Rationale:** The term would commence on June 19, 2021 and terminate on December 31, 2021 with the possibility of four (4) additional one (1) calendar year terms.
- IV. Information for Discussion/Review
- V. Referrals and Pending Items
- VI. Privilege of the Floor and Public Comment (please allow for 15 second delay on live stream meetings)
- VII. Motion to adjourn

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**Attachments**

#1 Request for New Contract

#2 Request for New Contract

## ***RESOLUTION REQUEST FORM NO. 3***

### ***Request for New Contract***

**DEPARTMENT NAME:** Office of Emergency Services

**DATE:** April 19, 2021

- (a) Is this a Result of a Bid or Request for Proposal?  
**Yes WC 17-21**
- (b) Purpose of Contract:  
**To provide assistance in emergency planning, training and exercise on an as-needed basis.**
- (c) Name of Contractor:  
**Contingency Management Consulting Group LLC**
- (d) Address of Contractor: **1602 Walnut Bottom Road  
Newville, PA 17241**
- (e) Contractor's Contact Person and Telephone Number:  
**Mr. Robert T. Bradshaw 717-458-8134 robert.bradshaw@cmcgllc.com**
- (f) Has or will the Contract be provided, if so, please attach:  
**To be provided**
- (g) Commencement Date of Contract:  
**June 19, 2021**
- (h) Termination Date of Contract:  
**December 31, 2021 with the possibility of four (4) one calendar-year extensions**
- (i) Payment Provisions:
  - i) lump sum amount
  - ii) hourly rate amount **Per staff cost proposal**
  - iii) total amount not to exceed
  - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (j) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title\* and Amount: **OR Capital Project OR Capital Reserve Project Number, Title, and Amount:**

**Various OES budget codes**

**Sample: A.1010 470 Legislative Board – Contract \$xx.xx  
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx**

\*as listed in budget and LOGOS

**WARREN COUNTY BID TABULATION SHEET**

<b>BID NO.:</b> WC 17-21 <b>ITEM(S):</b> RFP TO PROVIDE WARREN COUNTY WITH ASSISTANCE IN EMERGENCY PLANNING, TRAINING AND EXERCISE <b>DATE:</b> MARCH 11, 2021 <b>TIME:</b> 3:00 P.M.	<b>NAME &amp; ADDRESS OF BIDDER</b>	<b>NAME &amp; ADDRESS OF BIDDER</b>	<b>NAME &amp; ADDRESS OF BIDDER</b>	<b>NAME &amp; ADDRESS OF BIDDER</b>	<b>NAME &amp; ADDRESS OF BIDDER</b>	<b>NAME &amp; ADDRESS OF BIDDER</b>	<b>NAME &amp; ADDRESS OF BIDDER</b>
	Emergency Preparedness Solutions, LLC Attn: Robin Riecker 11037 Cosby Manor Road Utica, NY 13502 Ph: 518-649-6492 Fx: N/a	Contingency Management Consulting Group, LLC Attn: Robert Bradshaw 1602 Walnut Bottom Road Newville, PA 17241 Ph: 717-458-8134 Fx: N/a	Foit-Albert Associates, Architecture, Engineering, P.C. Attn: John Robson 425 New Karner Road Albany, NY 12205 Ph: 518-452-1037 Fx: 716-856-3961	Meridian Strategic Services, Inc. Attn: Seamus Leary PO Box 158 Esopus, NY 12429 Ph: 845-332-5599 Fx: N/a	Spin Global, LLC Attn: Joel Thomas 2334 Belleview Ave Cheverly, MD 20785 Ph: 202-731-8018 Fx: N/a	OPH Consulting Services Attn: Paul Luciano 112 W. Beach Drive Hilton, NY 14468 Ph: 802-881-1654 Fx: N/a	Tetra Tech, Inc. Attn: Andrew Mazzco 240 Continental Drive Suite 200 Dewark, DE 19713 Ph: 302-283-2233 Fx: 302-454-5988

<b>BID AWARDED TO:</b>	<b>TERM: JUNE 19, 2021 THROUGH DECEMBER 31, 2021</b>
√ <b>JULIE A. BUTLER, PURCHASING AGENT</b>	<b>RESOLUTION NO.: XX OF 2021</b>

<b>PROPOSED STAFF TITLES</b>	<b>HOURLY RATES</b>	<b>HOURLY RATES</b>	<b>HOURLY RATES</b>	<b>HOURLY RATES</b>	<b>HOURLY RATES</b>	<b>HOURLY RATES</b>	<b>HOURLY RATES</b>
Project Manager	\$120.00						
Senior Planner	\$100.00						
Senior Exercise Planner	\$100.00						
Senior Trainer	\$100.00						
Subject Matter Expert	\$100.00						
Consultant II	\$80.00						
Consultant I	\$60.00						
Senior Management		\$155.00					
Project Manager/Senior Consultant		\$135.00					
Senior Consultant		\$135.00					
Associate EP Consultant		\$115.00					
Junior EP Consultant		\$75.00					
Administrative/Graphics Support		\$75.00					

**WARREN COUNTY BID TABULATION SHEET**

<b>BID NO.: WC 17-21</b> <b>ITEM(S): RFP TO PROVIDE WARREN COUNTY WITH ASSISTANCE IN EMERGENCY PLANNING, TRAINING AND EXERCISE</b>  <b>DATE: MARCH 11, 2021</b> <b>TIME: 3:00 P.M.</b>	<b>NAME &amp; ADDRESS OF BIDDER</b>	<b>NAME &amp; ADDRESS OF BIDDER</b>	<b>NAME &amp; ADDRESS OF BIDDER</b>	<b>NAME &amp; ADDRESS OF BIDDER</b>	<b>NAME &amp; ADDRESS OF BIDDER</b>	<b>NAME &amp; ADDRESS OF BIDDER</b>	<b>NAME &amp; ADDRESS OF BIDDER</b>
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<b>PROPOSED STAFF TITLES</b>	<b>HOURLY RATES</b>	<b>HOURLY RATES</b>	<b>HOURLY RATES</b>	<b>HOURLY RATES</b>	<b>HOURLY RATES</b>	<b>HOURLY RATES</b>	<b>HOURLY RATES</b>
Technician			\$105.00				
Sr. Technician			\$115.00				
Sr. Emergency Planner			\$120.00				
Sr. Project Manager			\$175.00				
Principal-in-Charge			\$225.00				
Principal				\$200.00			
Senior Advisor				\$175.00			
Project Manager				\$135.00			
Subject Matter Expert				\$200.00			
Emergency Management Consultant I				\$120.00			
Emergency Management Consultant II				\$110.00			
Emergency Management Consultant III				\$75.00			
Emergency Management Analyst I				\$120.00			
Emergency Management Analyst II				\$110.00			

**WARREN COUNTY BID TABULATION SHEET**

<b>BID NO.:</b> WC 17-21 <b>ITEM(S):</b> RFP TO PROVIDE WARREN COUNTY WITH ASSISTANCE IN EMERGENCY PLANNING, TRAINING AND EXERCISE  <b>DATE:</b> MARCH 11, 2021 <b>TIME:</b> 3:00 P.M.	<b>NAME &amp; ADDRESS OF BIDDER</b>	<b>NAME &amp; ADDRESS OF BIDDER</b>	<b>NAME &amp; ADDRESS OF BIDDER</b>	<b>NAME &amp; ADDRESS OF BIDDER</b>	<b>NAME &amp; ADDRESS OF BIDDER</b>	<b>NAME &amp; ADDRESS OF BIDDER</b>	<b>NAME &amp; ADDRESS OF BIDDER</b>
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<b>PROPOSED STAFF TITLES</b>	<b>HOURLY RATES</b>	<b>HOURLY RATES</b>	<b>HOURLY RATES</b>	<b>HOURLY RATES</b>	<b>HOURLY RATES</b>	<b>HOURLY RATES</b>	<b>HOURLY RATES</b>
Administrative Assistant				\$50.00			
Grant Administrator				\$120.00			
Accountant				\$150.00			
Project Executive					\$170.00		
Project Manager					\$125.00		
Subject Matter Expert					\$150.00		
HSEM Specialist II					\$90.00		
HSEM Specialist I					\$75.00		
Administrative Specialist					\$65.00		
Project Manager						\$145.00	
Comments	Complete Proposal	Complete Proposal	-Missing Non-Collusive Certification -Reimbursable expenses at cost -Mileage at IRS rate -No markup	-Missing Addendums -Did Not Include Copy	-Missing Addendums -Other Direct Costs as ordered plus 10% fee	-Missing Addendum #3 -Missing Corporate Resolution	-Missing Cost Proposal

# RESOLUTION REQUEST FORM NO. 3

## Request for New Contract

DEPARTMENT NAME: Office of Emergency Services

DATE: April 19, 2021

- (a) Is this a Result of a Bid or Request for Proposal?  
**Yes WC 18-21**
- (b) Purpose of Contract:  
**To provide assistance in emergency response, debris monitoring and cost recovery on an as-needed basis.**
- (c) Name of Contractor:  
**DebrisTech LLC**
- (d) Address of Contractor: **925 Goodyear Blvd  
Picayune, MS 39466**
- (e) Contractor's Contact Person and Telephone Number:  
**Brooks Wallace 601-916-1113 brooks@debristech.com**
- (f) Has or will the Contract be provided, if so, please attach:  
**To be provided**
- (g) Commencement Date of Contract:  
**June 19, 2021**
- (h) Termination Date of Contract:  
**December 31, 2021 with the possibility of four (4) one calendar-year extensions**
- (i) Payment Provisions: i) lump sum amount  
ii) hourly rate amount **Per staff cost proposal**  
iii) total amount not to exceed  
iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (j) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title\* and Amount: **OR** Capital Project **OR** Capital Reserve Project Number, Title, and Amount:

### Various OES budget codes

Sample: A.1010 470 Legislative Board – Contract \$xx.xx  
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx

\*as listed in budget and LOGOS

**WARREN COUNTY BID TABULATION SHEET**

<b>BID NO.:</b> WC 18-21 <b>ITEM(S):</b> RFP TO PROVIDE WARREN COUNTY WITH ASSISTANCE IN EMERGENCY RESPONSE, DEBRIS MONITORING SERVICES AND COST RECOVERY <b>DATE:</b> MARCH 11, 2021 <b>TIME:</b> 3:00 P.M.	<b>NAME &amp; ADDRESS OF BIDDER</b>	<b>NAME &amp; ADDRESS OF BIDDER</b>	<b>NAME &amp; ADDRESS OF BIDDER</b>
	Tetra Tech, Inc. Attn: Andrew Mazzeo 240 Continental Drive Suite 200 Dewark, DE 19713 Ph: 302-283-2233 Fx: 302-454-5988	DebrisTech, LLC Attn: Debra McCormick 925 Goodyear Blvd. Picayune, MS 36466 Ph: 601-658-9598 Fx: 601-658-9656	Chloeta Attn: Emily Cochran 2501 Liberty Pkway, Suite 176 Midwest City, OK 73110 Ph: 877-245-6382 Fx: 405-212-5040

**BID AWARDED TO:**

√  
**JULIE A. BUTLER, PURCHASING AGENT**

PROPOSED STAFF TITLES	HOURLY RATES	OVERTIME RATES	HOURLY RATES	OVERTIME RATES	HOURLY RATES	OVERTIME RATES
Field Project Manager	\$78.00	\$78.00				
Deputy Field Project Manager/Technical Support	\$68.00	\$68.00				
Operations Manager	\$62.00	\$62.00				
Health and Safety Officer	\$62.00	\$62.00				
Data Manager	\$58.00	\$58.00				
Billing/Invoice Manager	\$52.00	\$52.00				
GIS Operator	\$52.00	\$52.00				
Field Supervisor	\$45.00	\$45.00				
Billing/Invoice Analyst	\$42.00	\$42.00				
Disposal Site Monitor	\$36.00	\$36.00				
Collection Monitor	\$36.00	\$36.00				
Citizen Drop-Off Site Monitor	\$36.00	\$36.00				
Project Coordinator	\$37.00	\$37.00				
Load Ticket Data Entry Clerk	\$35.00	\$35.00				
Call Center Staff	\$35.00	\$35.00				

**WARREN COUNTY BID TABULATION SHEET**

<b>BID NO.:</b> WC 18-21 <b>ITEM(S):</b> RFP TO PROVIDE WARREN COUNTY WITH ASSISTANCE IN EMERGENCY RESPONSE, DEBRIS MONITORING SERVICES AND COST RECOVERY <b>DATE:</b> MARCH 11, 2021 <b>TIME:</b> 3:00 P.M.	<b>NAME &amp; ADDRESS OF BIDDER</b>		<b>NAME &amp; ADDRESS OF BIDDER</b>		<b>NAME &amp; ADDRESS OF BIDDER</b>	
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<b>PROPOSED STAFF TITLES</b>	<b>HOURLY RATES</b>	<b>OVERTIME RATES</b>	<b>HOURLY RATES</b>	<b>OVERTIME RATES</b>	<b>HOURLY RATES</b>	<b>OVERTIME RATES</b>
Project Manager			\$115.00	\$172.50		
Operations Manager			\$95.00	\$142.50		
Field Supervisor			\$89.00	\$133.50		
Debris Monitor			\$65.00	\$97.50		
Project Manager					\$68.68	\$68.68
Program Manager					\$79.50	\$79.50
Incident Commander					\$101.47	\$101.47
Safety Officer					\$84.72	\$84.72
Liaison Officer					\$84.72	\$84.72
Public Information Officer					\$69.96	\$69.96
Operations Section Chief					\$77.14	\$77.14
Logistics Section Chief					\$77.14	\$77.14
Planning Section Chief					\$77.14	\$77.14
Finance/Admin Section Chief					\$77.14	\$77.14
Strike Team Leader					\$63.35	\$63.35
Task Force Leader					\$63.35	\$63.35
Single Resource Boss					\$51.84	\$51.84
Laborer					\$26.78	\$40.17
Subject Matter Expert I					\$50.43	\$50.43

**WARREN COUNTY BID TABULATION SHEET**

<b>BID NO.:</b> WC 18-21 <b>ITEM(S):</b> RFP TO PROVIDE WARREN COUNTY WITH ASSISTANCE IN EMERGENCY RESPONSE, DEBRIS MONITORING SERVICES AND COST RECOVERY <b>DATE:</b> MARCH 11, 2021 <b>TIME:</b> 3:00 P.M.	<b>NAME &amp; ADDRESS OF BIDDER</b>		<b>NAME &amp; ADDRESS OF BIDDER</b>		<b>NAME &amp; ADDRESS OF BIDDER</b>	
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<b>PROPOSED STAFF TITLES</b>	<b>HOURLY RATES</b>	<b>OVERTIME RATES</b>	<b>HOURLY RATES</b>	<b>OVERTIME RATES</b>	<b>HOURLY RATES</b>	<b>OVERTIME RATES</b>
Subject Matter Expert II					\$81.03	\$81.03
Subject Matter Expert III					\$118.85	\$118.85
Administrative Support					\$48.62	\$72.92
Technical Writer I					\$51.73	\$77.60
Technical Writer II					\$67.02	\$100.53
Comments	Complete Proposal		Complete Proposal		Complete Proposal	

PUBLIC SAFETY COMMITTEE  
SHERIFF AGENDA  
April 19, 2021

COMMITTEE MEMBERS: Supervisors Diamond, Magowan, Braymer, Frasier and Shepler

- I. Committee meeting called to order by Chair
- II. Approval of minutes of prior Committee Meeting
- III. Action Agenda/New Business Items:
  1. Request: To enter into an agreement with the Great Escape Theme Park, LP for reimbursement of dedicated on-site police services.  
Rationale: Great Escape Theme Park, LP (Six Flags) has requested to have one uniformed Patrol Officer in the theme park every day they are open and operating. The agreement will allow for reimbursement of these services.
  2. Request: To enter into an agreement with the Village of Lake George for reimbursement of dedicated seasonal police services.  
Rationale: The Village of Lake George has requested to have uniformed Patrol Officers assigned to the Village during the summer season. The agreement will allow for reimbursement of these services.
  3. Request: To enter into an agreement with Chic's Marina for routine service and emergency repairs to Sheriff's Office patrol vessels.  
Rationale: The Sheriff's Office patrol vessels require annual service at the start and end of the summer season, as well as period repairs throughout the year. This agreement will allow for payment of such service and repairs.
  4. Request: To enter into an Intermunicipal agreement with the Town of Schroon and the Essex County Sheriff's Office to provide marine law enforcement services on Schroon Lake.  
Rationale: The agreement will allow the Town of Schroon to reimburse the Sheriff's Office for marine law enforcement services.
  5. Request: To renew an Intermunicipal agreement with the Town of Horicon to provide marine law enforcement services on Schroon Lake.  
Rationale: The agreement will allow the Town of Horicon to reimburse the Sheriff's Office for marine law enforcement services.
  6. Request: To rescind Resolution No. 87 of 2021 that allowed for an agreement between the Warren County Sheriff's Office and MCI Communications Services, LLC (d/b/a Verizon Business Services) for internet fiber services.  
Rationale: MCI Communications Services provides the internet service at New York State Contract pricing. An agreement to allow for payment is not required.

7. Request: To create and fill a new part-time Patrol Officer position at an hourly rate of \$20.3716 to process and submit civil fingerprints to the New York State Division of Criminal Justice Services for Warren County pistol permit applicants.

Rationale: The position will allow the Sheriff's Office to process and submit fingerprints for Warren County pistol permit applicants.

8. Request: To fill Patrol Officer #TBD.

Rationale: A Patrol Officer position will be vacated in May upon retirement of a member.

IV. Discussion Items:

V. Referrals/Pending Items:

1. Part-time Patrol Officer to process and submit civil pistol permit applicant fingerprints

VI. Privilege of the floor and public comment (please allow for 15 second delay on live stream meetings)

VII. Motion to adjourn

- 
- Attachments:
1. Resolution Request Form No. 3 - Request for New Contract (Great Escape Theme Park LP)
  2. Resolution Request Form No. 3 - Request for New Contract (Village of Lake George)
  3. Resolution Request Form No. 3 - Request for New Contract (Chic's Marina)
  4. Resolution Request Form No. 3 - Request for New Contract (Town of Schroon/Essex Co SO)
  5. Resolution Request Form No. 4 - Request to Extend Existing Contract (Town of Horicon)
  6. Resolution Request Form No. 20 - Miscellaneous (Rescind Resolution)
  7. Resolution Request Form No. 11 - Request to Create New Position (Civil Fingerprints)  
Resolution Request Form No. 12 - Notice of Intent to Fill Vacant Position (Civil Fingerprints)
  8. Resolution Request Form No. 12 - Notice of Intent to Fill Vacant Position (Patrol Officer)

## ***RESOLUTION REQUEST FORM NO. 3***

### ***Request for New Contract***

**DEPARTMENT NAME:** Sheriff

**DATE:** April 19, 2021

- (a) **Is this a Result of a Bid or Request for Proposal?** No
- (b) **Purpose of Contract:** Dedicated police services to Great Escape Theme Park, LP
- (c) **Name of Contractor:** Great Escape Theme Park, LP
- (d) **Address of Contractor:** 1172 State Route 9, Queensbury NY 12804
- (e) **Contractor's Contact Person and Telephone Number:** Rebecca Wood, President  
(518) 792-3500
- (f) **Has or will the Contract be provided, if so, please attach:** Yes
- (g) **Commencement Date of Contract:** Upon Execution
- (h) **Termination Date of Contract:** 12/31/2021
- (i) **Payment Provisions:**
  - i) **lump sum amount**
  - ii) **hourly rate amount** Officer hourly OT rate + fringe
  - iii) **total amount not to exceed**
  - iv) **how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.)**
- (j) **Where are the Funds for this Contract? List Budget Code, Object Code, Full Title\* and Amount: OR Capital Project OR Capital Reserve Project Number, Title, and Amount:**

A.3110 120 General Sheriff's Law Enforcement - Salaries - Overtime

\* as listed in budget and LOGOS

**AGREEMENT FOR LIMITED POLICE PRESENCE  
WITHIN THE GREAT ESCAPE THEME PARK**

THIS AGREEMENT made by and between the **COUNTY OF WARREN SHERIFF'S DEPARTMENT**, having its principal offices and place of business located at the Warren County Municipal Center with a mailing address of 1400 State Route 9, Lake George, New York 12845 (the "Provider"), and

**THE GREAT ESCAPE THEME PARK, LP**, an organization formed under the laws of the State of New York, having its principal offices and place of business located at 1172 Route 9, Queensbury, New York 12804 (the "Park"),

1. The Park and the Provider agree that the Provider shall provide a law enforcement presence at the Great Escape Theme Park on such dates and times as the parties agree upon during the 2021 season. If the Provider cannot maintain presence during a scheduled shift the Provider will not be held liable.

2. In consideration of the services to be provided by the Provider, the Park shall pay the Provider the actual hourly rate for the assigned personnel plus actual fringe benefits for each uniformed law enforcement officer at the Park for the hours and dates agreed upon. Payment shall be made in accordance with the provisions in this Agreement herein under.

3. All personnel of the Provider providing law enforcement presence shall be within the employ of Provider only, which alone shall be responsible for their work, direction, supervision, compensation and all benefits.

4. The Park shall carry general liability coverage in the amounts of at least \$500,000 per occurrence (\$1,500,000 aggregate), and an Umbrella policy of at least \$2,000,000 with respect to the County and any of its employees or agents. The Park shall name the Warren County Sheriff, Warren County, its Board, officers and employees as additional insured on a primary, non-contributory basis to the Park's general liability policy. All coverage must be issued by an insurance company admitted to do business in New York State and maintaining an A.M. Best rating of A- or better.

5. The Park shall furnish to the Provider certificate(s) of insurance evidencing coverage and extensions stipulated in paragraph number 4, upon execution of this Agreement. The failure of the Provider to provide such certificate of insurance shall not be deemed a waiver by the Provider of the Park's obligation to provide same insurance coverage. In addition, and in the event of any defect in any certificate of insurance, regardless of when such defect may be discovered, the acceptance by the Provider of any such certificate of insurance shall not be deemed a satisfaction of the requirement that the Park provide insurance coverage as noted anywhere in this Agreement.

6. This Agreement shall commence upon execution by both parties and continue through the 2021 season, unless amended by mutual agreement of the parties or until terminated by either party with or without cause. The failure of either party to exercise any of its rights under this agreement for a breach thereof shall not be deemed to be a waiver of such rights or a waiver of any subsequent breach.

7. To the fullest extent permitted by law, the Park shall indemnify, hold harmless and defend the Warren County Sheriff's Department and Warren County, its boards, officers, employees and volunteers against any and all losses, claims, actions, demands, damages, liabilities, or expenses, including but not limited to attorney's fees and all other costs of defense, by reason of the liability imposed by law or otherwise upon the Warren County Sheriff's Department or Warren County, its boards, officers, employees and volunteers for damages because of bodily injuries, including death, at any time resulting therefrom, sustained by any person or persons, including the Park's employees, or on account of damages to property including loss of use thereof, arising directly or indirectly from the Park's operation of the Great Escape or from any of the acts or omissions on the part of the Park, its employees, agents, representatives, materialmen, suppliers, and/or subcontractors, guests and invitees. If such indemnity is made void or otherwise impaired by any law controlling the construction thereof, such indemnity shall be deemed to conform to the indemnity permitted by law, so as to require indemnification, in whole or in part, to the fullest extent permitted by law.

8. Provider shall strictly observe and comply with all safety laws, rules, and regulations (including but not limited to the Federal Occupational Safety and Health Act, the New York Labor Law, and all regulations promulgated pursuant to such laws) and to provide such protection as necessary to protect its workers and the workers of other contractors. In the event that additional safety measures are required, Provider agrees that it will install or procure such additional safety measures at its sole expense. To the fullest extent permitted by law, Provider shall hold harmless, indemnify and defend Warren County, its boards, officers, employees and volunteers against all losses, claims, fines, or expenses, including but not limited to attorney's fees, resulting from the enforcement of these laws and for related acts of its officers, employees, subcontractors, suppliers, and materialmen.

9. Any type of Sexual Harassment is against Warren County policy and is unlawful. Provider acknowledges and agrees that it has read the entirety of the Warren County Sexual Harassment Policy, a copy of which can be found [online at https://warrencountyny.gov/hr/fonns.php](https://warrencountyny.gov/hr/fonns.php) under Discrimination and Harassment. This agreement incorporates the entire policy as a material term of this agreement. Provider shall follow the policy in its entirety. If a complaint does arise, Provider is to notify Warren County promptly. To the fullest extent permitted by law, Provider shall indemnify, hold harmless and defend Warren County, its boards, officers, employees and volunteers against any and all losses, claims, actions, demands, damages, liabilities, or expenses, including but not limited to attorney's fees and all other costs to defense, resulting from Provider and/or agent's breach of this policy.

10. Any notice given in connection with this Agreement shall be given in writing and shall be delivered either by hand to the party or by mail or overnight delivery to the party's address stated above.

11. In the event that any schedule or attachment to this Agreement shall conflict with the various numbered clauses or provisions of this Agreement, such clauses or provisions shall be controlling, as to the intended Agreement of the parties.

12. This is the entire Agreement of the parties and cannot be changed or modified except by mutual written Agreement. If any part of this Agreement shall be held unenforceable, the rest of this Agreement will nevertheless remain in full force and effect. This Agreement may be

executed in any number of counterparts. This Agreement may not be assigned, in whole or in part, by the Provider without prior approval by the Provider in writing.

13. Delivery of Services

a. Service Area

The Provider shall provide a law enforcement presence within the physical boundaries of the Great Escape Theme Park.

b. Quantity of Services

The Provider will assign to the Park one (1) uniformed law enforcement officer for foot patrol on such dates and times as the parties agree upon and continuing as necessary through the 2021 operating season.

c. How Delivered

The scheduling, direction and supervision of the Provider's personnel and those matters incident to the delivery of additional law enforcement services to the Park shall be determined by the Provider.

d. Billing and Payment

Provider shall forward itemized invoices to the Park on a monthly basis. Upon presentation of a billing statement, the Park shall within thirty (30) days, pay to the Provider the amounts due as agreed upon herein for the services rendered. Failure to render payment within thirty (30) days of receipt of invoice shall constitute grounds for immediate termination of this Agreement.

e. Termination

Either party may terminate this Agreement with or without cause at any time or for convenience at any time upon ten (10) days written notice to the Provider.

f. Payment Upon Termination

If either party terminates this Agreement prior to the completion of services, the Sheriff shall be paid for those services rendered pursuant to this Agreement on a pro-rated basis.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the day and year of execution of the last signatory hereunder.

Approved as to Form:

**COUNTY OF WARREN**

\_\_\_\_\_  
Name: \_\_\_\_\_  
Warren County Attorney's Office  
Date: \_\_\_\_\_

\_\_\_\_\_  
Name: \_\_\_\_\_  
Chairman of the Board  
Date: \_\_\_\_\_

**THE GREAT ESCAPE THEME PARK, LP**

\_\_\_\_\_  
Rebecca Wood, Park President  
Date: \_\_\_\_\_

## ***RESOLUTION REQUEST FORM NO. 3***

### ***Request for New Contract***

**DEPARTMENT NAME:** Sheriff

**DATE:** April 19, 2021

- (a) **Is this a Result of a Bid or Request for Proposal?** No
- (b) **Purpose of Contract:** Dedicated police services in the Village of Lake George
- (c) **Name of Contractor:** Village of Lake George
- (d) **Address of Contractor:** 26 Old Post Road, Lake George NY 12845
- (e) **Contractor's Contact Person and Telephone Number:** Robert M. Blais, Mayor  
(518) 668-5771
- (f) **Has or will the Contract be provided, if so, please attach:** No
- (g) **Commencement Date of Contract:** Upon Execution
- (h) **Termination Date of Contract:** 12/31/2021
- (i) **Payment Provisions:**
  - i) **lump sum amount**
  - ii) **hourly rate amount** Officer hourly OT rate + fringe
  - iii) **total amount not to exceed**
  - iv) **how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.)**
- (j) **Where are the Funds for this Contract? List Budget Code, Object Code, Full Title\* and Amount: OR Capital Project OR Capital Reserve Project Number, Title, and Amount:**

A.3110 120 General Sheriff's Law Enforcement - Salaries - Overtime

\* as listed in budget and LOGOS

**AGREEMENT FOR POLICE PRESENCE WITHIN  
THE VILLAGE OF LAKE GEORGE**

**THIS AGREEMENT**, by and between the **COUNTY OF WARREN**, a municipal corporation with offices located at 1340 State Route 9, Lake George, New York (the “County”) for itself, and also for the *Warren County Sheriff’s Department* (the “Sheriff’s Department”) with offices at 1400 State Route 9, Lake George, New York; and the

**VILLAGE OF LAKE GEORGE**, County of Warren, a municipal corporation with offices located at 26 Old Post Road, Lake George, New York (the “Village”).

WHEREAS, the County, and Village of Lake George are authorized to enter into agreements for the performance of their respective functions on a cooperative or contract basis pursuant to Article 5-G of the New York General Municipal Law, and

WHEREAS, the Village brings thousands of individuals to Warren County annually, and

WHEREAS, for the purpose of enhancing public safety and welfare in The Village, the Village of Lake George is requesting the Warren County Sheriff’s Office to provide police presence in The Village on such dates and times as the parties agree upon and continuing through the 2020 season, and

WHEREAS, for the police presence, the Village of Lake George has agreed to pay the Warren County Sheriff’s Office an hourly overtime rate for the specific employee plus fringe benefits, and

WHEREAS, the police presence at the Village of Lake George is budget neutral meaning it is provided at no additional cost to Warren County, and

WHEREAS, entering into this agreement has been approved by the respective boards of the parties;

**NOW WHEREFORE, THE PARTIES AGREE AS FOLLOWS:**

1. Scope of Services. The County shall provide police presence in the Village of Lake George, Thursday, Friday, and Saturday evenings from 6:00P.M. to 2:00A.M. commencing Memorial Day weekend and terminating on September 12, 2020.

2. Payment of Expenses. In consideration of the service to be provided, the Village shall pay the County the hourly overtime rate for the specific County employee providing the service, plus fringe benefits.

Upon presentation of a billing statement, the Village shall pay to the County the amounts due as agreed upon herein for the services rendered. Failure to render payment within ten (10) days of receipt of the invoice shall constitute grounds for immediate termination of this Agreement.

3. Term of Agreement. The agreement shall commence upon execution by both parties and terminate December 31, 2020. Either party may terminate this agreement, for any reason, upon ten (10) days written notice.

If either party terminates this Agreement prior to the completion of services, the Sheriff shall be paid for those services rendered pursuant to this Agreement on a pro-rated basis.

4. County Personnel. All personnel providing police presence shall be within the employ of the County only. The Sheriff or his designee shall be responsible for their work, direction, and supervision.

5. Indemnification, Defense and Hold Harmless. To the fullest extent permitted by law, the Village shall indemnify, hold harmless and defend the Warren County Sheriff 's Department and Warren County, its Board, officers, employees and volunteers against any and all losses, claims, actions, demands, damages, liabilities, or expenses, including but not limited to attorney's fees and all other costs of defense, by reason of the liability imposed by law or otherwise upon the Warren County Sheriff's Department or Warren County, its Board, officers, employees and volunteers for damages because of bodily injuries, including death, at any time resulting therefrom, sustained by any person or persons, including the Village's employees, or on account of damages to property including loss of use thereof, arising directly or indirectly from the Village's operation or from any of the acts or omissions on the part of the Village, its employees, agents, representatives, materialmen, suppliers, and/or subcontractors, guests and invitees. If such indemnity is made void or otherwise impaired by any law controlling the

construction thereof, such indemnity shall be deemed to conform to the indemnity permitted by law, so as to require indemnification, in whole or in part, to the fullest extent permitted by law.

The Village shall, upon the County's demand promptly and diligently defend at the Village's sole risk and expense, any and all suits, actions, or proceedings which may be brought or instituted against the County to provide defense under this paragraph and the Village shall pay and satisfy any judgment, decree, loss or settlement in connection therewith.

The Village shall and shall cause the Village's officers, employees and agents to cooperate with the County in connection with the investigation, defense or prosecution of any action, suit or proceeding related to the subject matter of this agreement.

6. Insurance. The Village shall carry General Liability coverage in the amounts of at least \$1,000,000 per occurrence \$2,000,000 aggregate, and an Umbrella policy of at least \$2,000,000 with respect to the County and any of its employees or agents. The Village shall name the Warren County Sheriff, Warren County, its Board, officers and employees as additional insured on a primary, non-contributory basis to the Village's General Liability policy. All coverage must be issued by an insurance company admitted to do business in New York State and maintaining an A.M. Best rating of A- or better.

The Village shall furnish to the Provider Certificate(s) of Insurance evidencing coverage and extensions stipulated in this paragraph, upon execution of this Agreement. The failure of the Village to provide such Certificate of Insurance shall not be deemed a waiver by the Provider of the Village's obligation to provide same insurance coverage. In addition and in the event of any defect in any Certificate of Insurance, regardless of when such defect may be discovered, the acceptance by the Provider of any such Certificate of Insurance shall not be deemed a satisfaction of the requirement that the Village provide insurance coverage as noted anywhere in this Agreement

7. Discrimination. In connection with the execution of this agreement the parties shall not discriminate against any employee or applicant for employment because of race, religion, age, color, sex or national origin.

Any type of Sexual Harassment is against Warren County policy and is unlawful. The Village acknowledges and agrees that they have read the entirety of the Warren County Sexual Harassment Policy, a copy of which can be found online at [www.warrencountyny.gov/hr/forms.php](http://www.warrencountyny.gov/hr/forms.php) under Discrimination and Harassment. This agreement incorporates the entire policy as a material term of this agreement. The Village shall follow the policy in its entirety. If a complaint does arise, the Village is to notify Warren County promptly. To the fullest extent permitted by law, the Village shall indemnify, hold harmless and defend Warren County, its Board, officers, employees and volunteers against any and all losses, claims, actions, demands, damages, liabilities, or expenses, including but not limited to attorney's fees and all other costs of defense, resulting from the Village and/or agent's breach of this policy.

8. Miscellaneous. This is the entire agreement of the parties and cannot be changed or modified except by mutual written agreement. If any part of this agreement shall be held unenforceable, the rest of this agreement will nevertheless remain in full force and effect. This agreement may be executed in any number of counterparts. Any dispute under this agreement or related to this agreement shall be decided in accordance with the Laws of the State of New York and shall be brought in a court of competent jurisdiction located in Warren County, New York.

IN WITNESS WHEREOF, the parties have executed this agreement on the day and year the last party executes.

**COUNTY OF WARREN**, for and on behalf of itself, and also for the **Warren County Sheriff's Department**

By: Frank E. Thomas

Hon. Frank Thomas, Chair, Board of Supervisors

**VILLAGE OF LAKE GEORGE**

By: Robert M. Blais

Hon. Robert M. Blais, Mayor

Approved as to Form:

Mary Clum  
Warren County Attorney



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
06/14/2019

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).**

<b>PRODUCER</b> Upstate Agency, LLC 20 South Street  Glens Falls NY 12801	<b>CONTACT NAME:</b> Valerie Childs, CISR, CPIA <b>PHONE (A/C, No, Ext):</b> (518) 730-0027 <b>FAX (A/C, No):</b> (518) 793-3627 <b>E-MAIL ADDRESS:</b> valerie.childs@upstateagency.com
<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURER A:</b> New York Municipal Insurance Reciprocal <b>NAIC #</b> 20690	
<b>INSURER B:</b> Liberty Mutual Insurance Co	
<b>INSURER C:</b>	
<b>INSURER D:</b>	
<b>INSURER E:</b>	
<b>INSURER F:</b>	

**COVERAGES**      **CERTIFICATE NUMBER:** 19-20 Master      **REVISION NUMBER:**

**THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.**

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			MPLVLGE001	06/01/2019	06/01/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 Employee Benefits \$ 1,000,000
A	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			MCAVLGE001	06/01/2019	06/01/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Hired/borrowed \$ 1,000,000
A	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$			MECVLGE001	06/01/2019	06/01/2020	EACH OCCURRENCE \$ 3000000 AGGREGATE \$ 6000000
<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N	N/A				PER STATUTE    OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Contractors Equipment (Including leased and rented equipment)			BMW58666127	06/01/2019	06/01/2020	Deductible \$1000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
 Certificate holder is additional insured as required by written contract or agreement

<b>CERTIFICATE HOLDER</b>  County of Warren 1340 State Rt. 9/Municipal Ctr  Lake George NY 12845	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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## ADDITIONAL COVERAGES

Ref #	Description Non-owned	Coverage Code NOWND	Form No.	Edition Date
Limit 1 1,000,000	Limit 2	Limit 3	Deductible Amount	Deductible Type
Premium				
Ref #	Description Uninsured motorist combined single limit	Coverage Code UMCSL	Form No.	Edition Date
Limit 1 50,000	Limit 2	Limit 3	Deductible Amount	Deductible Type
Premium				
Ref #	Description PIP-Basic	Coverage Code PIP	Form No.	Edition Date
Limit 1 50,000	Limit 2	Limit 3	Deductible Amount	Deductible Type
Premium				
Ref #	Description Mutual Aid	Coverage Code	Form No.	Edition Date
Limit 1 1,000,000	Limit 2	Limit 3	Deductible Amount	Deductible Type
Premium				
Ref #	Description	Coverage Code	Form No.	Edition Date
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type
Premium				
Ref #	Description	Coverage Code	Form No.	Edition Date
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type
Premium				
Ref #	Description	Coverage Code	Form No.	Edition Date
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type
Premium				
Ref #	Description	Coverage Code	Form No.	Edition Date
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type
Premium				
Ref #	Description	Coverage Code	Form No.	Edition Date
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type
Premium				
Ref #	Description	Coverage Code	Form No.	Edition Date
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type
Premium				

MPL 216 03 06 **GENERAL LIABILITY**

**NEW YORK MUNICIPAL SPECIAL**

**ADDITIONAL INSURED ENDORSEMENT**

This endorsement modifies insurance provided under the General Liability Policy.

**ADDITIONAL INSUREDS - BY CONTRACT, AGREEMENT OR PERMIT**

**WHO IS AN INSURED** is amended to include any person or organization which because of a written contract, agreement or permit coverage is provided under this policy, but only with regards to your operations, "your work" or facilities owned or used by you.

- a. This provision does not apply:
  - (1) Unless the written contract or agreement has been executed by the entity seeking coverage prior to the "bodily injury," "property damage," "personal and advertising injury;"
  - (2) To any person or organization included as an insured under this Coverage Part; or
  - (3) To any person or organization included as an insured by an endorsement issued by us and made a part of this Coverage Part.
  - (4) To any person or organization contracted to supply municipal products or services on your behalf.
- b. When a lessor of leased equipment becomes an insured under this provision, the following additional exclusions apply:
  - (1) To any "occurrence" which takes place after the equipment lease expires; or
  - (2) To "bodily injury" or "property damage" arising out of the sole negligence of the lessor.
- c. When an engineer, architect or surveyor becomes and insured under this provision, the following additional exclusions applies:

"Bodily injury," "property damage," "personal and advertising injury" arising out of the rendering of or the failure to render any professional services by or for you, including:

  - (1) The preparing, approving, or failing to prepare or approve maps, drawings, opinions, reports, surveys, change orders, designs or specifications; and
  - (2) Supervisory, inspection, or engineering services.
- d. When:
  - (1) Owners or other interests from whom land has been leased/borrowed; or

(2) Manager or owner/lessor of premises;

Becomes an insured under this provision, the following exclusions apply:

- (i) Any "occurrence" which takes place after you cease to be a tenant in that premises; or
- (ii) Structural alterations, new construction or demolition operations performed by or on behalf of the manager or lessor.

STATE OF NEW YORK WORKERS'  
COMPENSATION BOARD

CERTIFICATE OF PARTICIPATION IN WORKERS' COMPENSATION  
COUNTY SELF-INSURANCE PLAN

<p>1a. Legal name and address of participant in County Self-Insurance Plan</p> <p>Village of Lake George P O Box 791 Lake George NY 12845</p> <p>1b. Effective date of membership in the Plan <u>1/1/1992</u>.</p>	<p>1c. Telephone number of participant</p> <p>518-668-5771</p> <p>1d. NYS Unemployment Insurance Employer Registration Number of participant</p> <p>04-615588</p> <p>1e. Federal Employer Identification Number of participant <b>14 600 2271</b></p>
<p>2. Name and Address of the Entity Requesting Proof of coverage</p> <p>Warren County Attorney's Office 1340 State Route 9 Lake George, NY 12845</p>	<p>3. Name and address of County Self-Insurer</p> <p>Warren County Self-Insurance 1340 State Rt 9 Lake George NY 12845</p>

This certifies that the participant referenced above is complying with the mandatory coverage requirements of the New York State Workers' Compensation Law as a participating member of the County Self-Insurance Plan listed above and participation in such County Self-Insurance Plan is still in force. The County Self-Insurer's Administrator will send this Certificate of Participation to the certificate holder listed in box 2.

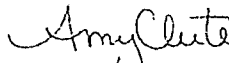
If the membership of the participant listed in box 1a is terminated, the County Self-Insurer's Administrator will notify the certificate holder within 10 days of termination. (These notices may be sent by regular mail.) Otherwise, this certificate is valid for a maximum of one year from the date certified by the county self-insurer.

*If this certificate is no longer valid according to the above guidelines and the participant referenced in box "1a" continues to be named on a permit, license or contract issued by the certificate holder, the participant must provide the certificate holder either with a new certificate or other authorized proof the participant is complying with the mandatory coverage requirements of the New York State Workers' Compensation Law.*

The County Self-Insurer must file this certificate with the Workers' Compensation Board's Self-Insurance Office. (See reverse.)

**Under penalty of perjury, I certify that I am an authorized representative of the County Self-Insurer referenced above and that the participant has the coverage as depicted on this form.**

Certified by: Amy Clute  
(Print name of authorized representative of County Self-Insurer)

Certified by:  8/9/17  
(Signature) (Date)

Title: Insurance Administrator

Telephone Number: 518-761-6528

## WORKERS' COMPENSATION LAW

### Section 57 Restriction on issue of permits and the entering into contracts unless compensation is secured.

1. The head of a state or municipal department, board, commission or office authorized or required by law to issue any permit for or in connection with any work involving the employment of employees in a hazardous employment defined by this chapter, and notwithstanding any general or special statute requiring or authorizing the issue of such permits, shall not issue such permit unless proof duly subscribed by an insurance carrier is produced in a form satisfactory to the chair, that compensation for all employees has been secured as provided by this chapter. Nothing herein, however, shall be construed as creating any liability on the part of such state or municipal department, board, commission or office to pay any compensation to any such employee if so employed.
2. The head of a state or municipal department, board, commission or office authorized or required by law to enter into any contract for or in connection with any work involving the employment of employees in a hazardous employment defined by this chapter, notwithstanding any general or special statute requiring or authorizing any such contract, shall not enter into any such contract unless proof duly subscribed by an insurance carrier is produced in a form satisfactory to the chair, that compensation for all employees has been secured as provided by this chapter.

**Please Note:** This certificate is valid for a maximum of one year from the date this form is approved by the authorized representative of the County Self-Insurance Plan. After that date, if the participant continues to be named on a permit, license or contract issued by the above government entity, the participant must provide that government entity with a new certificate. The participant must also provide a new certificate upon notice of cancellation or change in status of such participation in the County Self-Insurance Plan.

**The County Self-Insurer must file a copy of this certificate with the Workers' Compensation Board Self-Insurance Office at the address listed below.**

Workers' Compensation Board  
Self-Insurance Office-3<sup>rd</sup> Floor  
328 State Street  
Schenectady, NY 12305

# Warren County Board of Supervisors

## RESOLUTION NO. 115 OF 2020

**RESOLUTION INTRODUCED BY SUPERVISORS LEGGETT, SIMPSON, BRAYMER, DIAMOND, DRISCOLL, SEEBER AND SHEPLER**

**AUTHORIZING THE WARREN COUNTY SHERIFF TO EXECUTE AN AGREEMENT WITH THE VILLAGE OF LAKE GEORGE FOR POLICE PRESENCE DURING THE 2020 SEASON**

WHEREAS, the Village of Lake George (“The Village”) brings thousands of individuals to Warren County annually, and

WHEREAS, for the purpose of enhancing public safety and welfare in The Village, the Village of Lake George is requesting the Warren County Sheriff’s Office to provide police presence in The Village on such dates and times as the parties agree upon and continuing through the 2020 season, and

WHEREAS, for the police presence, the Village of Lake George has agreed to pay the Warren County Sheriff’s Office an hourly overtime rate for the specific employee plus fringe benefits, and

WHEREAS, the police presence in the Village of Lake George is budget neutral meaning it is provided at no additional cost to Warren County, and

WHEREAS, the Warren County Sheriff is requesting to enter into an agreement with the Village of Lake George, to provide police presence in The Village on such dates and times as the parties agree upon commencing upon execution by both parties and terminating December 31, 2020, now, therefore, be it

RESOLVED, that the Warren County Sheriff enter into an agreement with the Village of Lake George to provide police presence within The Village on such dates and times as the parties agree upon, commencing upon execution by both parties and terminating December 31, 2020 at an hourly overtime rate for the specific employee plus fringe benefits, with the Village of Lake George providing liability insurance and indemnification of Warren County, in a form approved by the County Attorney, and be it further

RESOLVED, that any necessary budget amendments to reflect the Sheriff’s Office increase in overtime and the budget neutral impact of this agreement are hereby authorized.

# ***RESOLUTION REQUEST FORM NO. 3***

## ***Request for New Contract***

**DEPARTMENT NAME:** Sheriff

**DATE:** April 19, 2021

- (a) **Is this a Result of a Bid or Request for Proposal?** Yes
- (b) **Purpose of Contract:** Routine service and emergency repairs to patrol vessels
- (c) **Name of Contractor:** Chic's Marina
- (d) **Address of Contractor:** 4782 Lakeshore Drive, Bolton Landing NY 12814
- (e) **Contractor's Contact Person and Telephone Number:** Kristen DePace  
(518) 644-2170
- (f) **Has or will the Contract be provided, if so, please attach:** No
- (g) **Commencement Date of Contract:** Upon Execution
- (h) **Termination Date of Contract:** 12/31/2021
- (i) **Payment Provisions:**
  - i) lump sum amount SEE ATTACHMENT
  - ii) hourly rate amount
  - iii) total amount not to exceed
  - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.)
- (j) **Where are the Funds for this Contract? List Budget Code, Object Code, Full Title\* and Amount: OR Capital Project OR Capital Reserve Project Number, Title, and Amount:**

A.3110 441 General Sheriff's Law Enforcement - Auto Supplies & Repair

\* as listed in budget and LOGOS

PROPOSAL

PROPOSAL OF:  
COMPANY NAME: Chic's Marina

TO: Terry M. Comeau, Undersheriff  
Gregory Dunn, Patrol Sergeant, Marine Unit Supv.  
Warren County Sheriff's Office  
1400 State Route 9  
Lake George, NY 12845

The undersigned having carefully examined the specifications and having to his satisfaction ascertained all the facts concerning these specifications, herewith submit the following bid proposal:

- A. ONE TUNE-UP FOR TWO TWIN 200HP, Yamaha ENGINES: \$740.00 x 2 = \$1480.00  
(NOTE: Must include spark plugs, filters, gaskets, and all associated parts and labor.)
- B. ONE TUNE-UP FOR THREE SINGLE 90HP OMC ENGINES: \$355.00 x 3 = \$1,065.00  
(NOTE: Must include spark plugs, filters, gaskets, and all associated parts and labor.)
- C. ONE TUNE-UP FOR SINGLE 200HP MERCURY OMC ENGINE: \$1,000.00  
(NOTE: Must include spark plugs, filters, gaskets, and all associated parts and labor.)
- D. ONE SPRING START FOR (2) 24FT BOSTON WHALERS, (2) 17FT BOSTON WHALERS, (1) PROLINE 22FT AND (1) SWEETWATER PONTOON BOAT 24FT: \$2150.00  
(Including, but not limited to, washing the hull, draining, pressure testing, refilling gear cases, lubricating all fittings, checking all fluid levels, changing all VRO filters, changing fuel filters, launching, and test-running all equipment for all six (6) items as listed in specifications.)
- E. ONE WINTER SHUT-DOWN FOR (2) 24FT BOSTON WHALERS, (2) 17FT BOSTON WHALERS, (1) PROLINE 22FT AND (1) SWEETWATER PONTOON BOAT: \$3240.00  
(Including, but not limited to, draining all gear cases, winterizing engines, shrink-wrapping boats, and storing from winter to spring at a safe and secure location for all six (6) items as listed in specifications.)

PERCENTAGE MARKUP ON PARTS: no markup

TOTAL AMOUNT ITEMS (A-D): \$8,595.00

F. HOURLY RATE FOR LABOR: \$110.00

The vendor hereby certifies that there are no Federal or State taxes included in the above prices and that he is the only intermediary between manufacturer and purchaser.

DATE: 4/12/21 FEDERAL ID#: 14-1498452

NAME OF FIRM: Chic's Marina, Inc

BUSINESS ADDRESS: PO Box 1237, 4782 Lakeshore Dr, Bolton Landing, NY

SIGNATURE OF BIDDER: [Signature] TITLE: Owner

NAME OF BIDDER (PRINTED): Kristen DePace

PHONE #: 518, 644-2170 FAX #: 518, 644-2199

kristen@chicsmarina.com

## ***RESOLUTION REQUEST FORM NO. 3***

### ***Request for New Contract***

**DEPARTMENT NAME:** Sheriff

**DATE:** April 19, 2021

- (a) **Is this a Result of a Bid or Request for Proposal?** No
- (b) **Purpose of Contract:** Provide marine law enforcement services on Schroon Lake
- (c) **Name of Contractor:** Town of Schroon
- (d) **Address of Contractor:** 15 Leland Avenue, Schroon Lake NY 12870
- (e) **Contractor's Contact Person and Telephone Number:** Jeff Subra, Supervisor  
(518) 532-7737
- (f) **Has or will the Contract be provided, if so, please attach:** No
- (g) **Commencement Date of Contract:** Upon Execution
- (h) **Termination Date of Contract:** 12/31/2021
- (i) **Payment Provisions:**
  - i) **lump sum amount** \$4,000
  - ii) **hourly rate amount**
  - iii) **total amount not to exceed**
  - iv) **how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.)**
- (j) **Where are the Funds for this Contract? List Budget Code, Object Code, Full Title\* and Amount: OR Capital Project OR Capital Reserve Project Number, Title, and Amount:**

A.3110 2265 Sheriff's Law Enforcement - Schroon Lake Enforcement - \$4,000

\* as listed in budget and LOGOS

**INTERMUNICIPAL AGREEMENT**

**THIS AGREEMENT** made as of the 1<sup>st</sup> day of January, 2020, between

**TOWN OF SCHROON**, a municipal corporation duly organized and existing under the laws of the State of New York with principal offices located in Schroon Lake, Essex County, New York (hereinafter referred to as "Town"); and

**WARREN COUNTY**, with principal offices located in Lake George, Warren County, New York (hereinafter referred to as "Warren County"); and

**ESSEX COUNTY SHERIFF'S DEPARTMENT**, a department of Essex County with principal offices located in Lewis, Essex County, New York (hereinafter referred to as "Essex County").

**WITNESSTH:**

**WHEREAS**, the Town desires to have a boat patrol law enforcement services on Schroon Lake; and

**WHEREAS**, by Intermunicipal Agreement among the parties hereto and dated January 1, 2020, it was agreed that for certain consideration Warren County would furnish boat patrol law enforcement services on the portion of Schroon Lake located within Essex County upon certain terms and conditions specified in said Intermunicipal Agreement and the parties hereto desire to renew and continue said Intermunicipal Agreement for an additional term, and

**WHEREAS**, in order to promote the health, safety and welfare of persons using Schroon Lake, the parties hereto desire to continue the Intermunicipal Agreement pursuant to General Municipal Law Article 5-G with respect to the provision by Warren County of boat patrol law enforcement services on the portion of Schroon Lake located within Essex County.

**NOW, THEREFORE,** the parties hereto mutually agree as follows:

1. Warren County agrees to provide and furnish boat patrol law enforcement services on the portion of Schroon Lake located within Essex County, and will endeavor to furnish such services four (4) days per week subject to Warren County's law enforcement resources and emergency situations.
2. The Town agrees to pay to Warren County the sum of Four Thousand Dollars (\$4,000) per year for providing and furnishing such services, which Warren County agrees to accept as full payment of its actual and necessary expenses in providing and performing such services during each year of this agreement. The annual payment shall be made on or before September 1<sup>st</sup> of each year.
3. Essex County expressly agrees that the Sheriff's Deputy assigned by Warren County to provide and perform boat patrol law enforcement services under this agreement shall be appointed and designated as special deputies of the Essex County Sheriff's Department.
4. The parties agree to cooperate with and assist each other in the carrying out and performance of this agreement.
5. Warren County agrees to defend, indemnify and hold harmless Essex County from any claim or cause of action which may arise out of Warren County's performance of this agreement and/or negligence; and Essex County agrees in a like manner to defend, indemnify and hold harmless Warren County from any claim or cause of action which may arise out of Essex's performance of this agreement and/or negligence.

6. Each party to this agreement shall be responsible for maintaining its own liability insurance coverage. However, the parties may agree to jointly procure and carry liability insurance covering the parties as named insureds, and in such event the costs of such insurance shall be paid equally by the parties.
7. The term of this agreement shall be, for a period of one (1) year commencing on January 1, 2020 and terminating on December 31, 2020. This agreement may be terminated by any party for cause at any time or for convenience by providing thirty (30) days written notice to all other parties.
8. Should the parties deem it necessary or the situation warrant it, communications and/or notice shall be deemed given sufficiently for purposes of this Agreement, if the same are committed to written form and delivered respectively to:

**Warren County**

Warren County Sheriff's Dept.  
 1400 State Route 9  
 Lake George, New York 12845  
 Attn: James LaFarr, Sheriff

**Town**

Town of Schroon  
 15 Leland Avenue  
 P. O. Box 578  
 Schroon Lake, New York 12870  
 Attn: Michael Marnell, Supervisor

*Jeffrey Subra*

With a copy (which shall not constitute notice) to:

Warren County Attorney  
 1340 State Route 9  
 Lake George, New York 12845

**Essex County**

Essex County Sheriff's Dept.  
 702 Stowersville Road  
 Lewis, New York 12950  
 Attn: ~~Richard C. Cutting~~, Sheriff


*David Reynolds*

9. This is the entire Agreement of the parties and cannot be changed or modified except by mutual written agreement. If any part of this Agreement shall be held

unenforceable, the rest of this Agreement will nevertheless remain in full force and effect. This Agreement may be executed in any number of counterparts. This Agreement may not be assigned, in whole or in part, by the Provider without prior approval by the County in writing. Any dispute under this Agreement or related to this Agreement shall be decided in accordance with the laws of the State of New York.

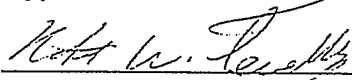
IN WITNESS WHEREOF, this agreement has been executed by the duly authorized representative of each party.

TOWN OF SCHROON


By:   
JEFFREY SUBRA, Supervisor

Dated: 3/10, 2020

Approved as to form:

  
Warren County Attorney, ATTORNEY

COUNTY OF WARREN

By:   
FRANK THOMAS, Chairman  
Board of Supervisors


Dated: 2/21, 2020

WARREN COUNTY SHERIFF'S DEPT.

By:   
JAMES LAFARR, Sheriff

Dated: March 2, 2020

ESSEX COUNTY SHERIFF'S DEPT.

By:   
DAVID REYNOLDS, Sheriff

Dated: 4/13/, 2020

# Warren County Board of Supervisors

## RESOLUTION NO. 59 OF 2020

RESOLUTION INTRODUCED BY SUPERVISORS LEGGETT, SIMPSON, BRAYMER, DIAMOND, DRISCOLL, SEEGER AND SHEPLER

**AUTHORIZING RENEWAL OF INTERMUNICIPAL AGREEMENT WITH THE TOWN OF SCHROON AND ESSEX COUNTY SHERIFF'S DEPARTMENT FOR MARINE LAW ENFORCEMENT ON SCHROON LAKE IN THE TOWN OF SCHROON, ESSEX COUNTY, NEW YORK**

RESOLVED, that Warren County renew and continue the Intermunicipal Agreement (the previous agreement being authorized by Resolution No. 230 of 2017), with the Town of Schroon, and the Essex County Sheriff's Department, to provide boat patrol law enforcement services on the portion of Schroon Lake located within Essex County, for an amount of Four Thousand Dollars (\$4,000) to be paid to Warren County, for a term commencing January 1, 2020 and terminating December 31, 2020, and the Chairman of the Board of Supervisors and the Warren County Sheriff are hereby authorized to execute a renewal of the Intermunicipal Agreement with the Town of Schroon and the Essex County Sheriff's Department in a form approved by the County Attorney.

## ***RESOLUTION REQUEST FORM NO. 4***

### ***Request for Extending, Rescinding or Amending Existing Contract***

**DEPARTMENT NAME:** Sheriff

**DATE:** April 19, 2021

- (a) **Purpose of Contract Change:** Extension of Intermunicipal Agreement with the Town of Horicon for marine law enforcement services on Schroon Lake
- (b) **Resolution Number, or Numbers if Amended, which Authorized the Original Contract:** 281 of 2018
- (c) **Name of Contractor:** Town of Horicon
- (d) **Address of Contractor:** 6604 State Route 8, Brant Lake NY 12815
- (e) **Contractor's Contact Person and Telephone Number:** Sylvia Smith, Supervisor  
(518) 494-3647
- (f) **Commencement Date of Extension:** Upon Execution
- (g) **Termination Date of Extension:** 12/31/2021
- (h) **Payment Provisions:**
  - i) lump sum amount \$2,500
  - ii) hourly rate amount
  - iii) total amount not to exceed
  - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.)
- (i) **Where are the Funds for this Contract? List Budget Code, Object Code, Full Title\* and Amount: OR Capital Project OR Capital Reserve Project Number, and Title, and Amount:**

A.3110 2265 Sheriff's Law Enforcement - Schroon Lake Enforcement - \$2,500

Sample: A.3110 470 General Sheriff's Law Enforcement - Contract \$ xx.xx  
Capital Project No. H289.9550 480 - Old Jail Renovations \$xx.xx

\* as listed in budget and LOGOS

**EXTENSION OF INTERMUNICIPAL AGREEMENT**

**THIS EXTENSION AGREEMENT** is made by and between the **TOWN OF HORICON**, a municipal corporation duly organized and existing under the laws of the State of New York with principal offices located at 6604 State Route 9, Brant Lake, New York 12815 (hereinafter referred to as "Town"); and

**WARREN COUNTY, acting for and on behalf of the WARREN COUNTY SHERIFF'S DEPARTMENT**, a department of Warren County with principal offices located at 1340 State Route 9, Lake George, New York 12845 (hereinafter referred to as "County").

**WITNESSTH:**

**WHEREAS**, the Town of Horicon desires to have boat patrol law enforcement services on Schroon Lake; and

**WHEREAS**, in order to promote the health, safety and welfare of persons using Schroon Lake, the parties hereto desire to extend the previous municipal cooperation agreement pursuant to General Municipal Law Article 5-G for Warren County to provide boat patrol law enforcement services on the portion of Schroon Lake located within the Town of Horicon.

**NOW, THEREFORE**, the parties hereto mutually agree as follows:

1. The County agrees to provide and furnish boat patrol law enforcement services on the portion of Schroon Lake located within the Town of Horicon, and will endeavor to furnish such services subject to the County's law enforcement resources and emergency situations.
2. The Town agrees to pay to the County the sum of Two Thousand Five Hundred Dollars (\$2,500) per year for providing and furnishing such services, which the

County agrees to accept as full payment of its actual and necessary expenses in providing and performing such services during each year of this agreement.

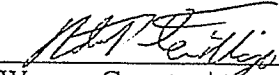
3. The parties agree to cooperate with and assist each other in carrying out the performance of this agreement.
4. The County agrees to defend, indemnify and hold harmless the Town from any claim or cause of action which may arise out of the County's performance of this agreement and/or negligence.
5. Each party to this agreement shall be responsible for maintaining its own liability insurance coverage. However, the parties may agree to jointly procure and carry liability insurance covering the parties as named insureds, and in such event the costs of such insurance shall be paid equally by the parties.
6. The term of this agreement shall commence January 1, 2020 and terminate December 31, 2020, or upon thirty (30) days written notice to the other party, with an option to renew for one (1) additional one (1) year term.
7. Should the parties deem it necessary or the situation warrant it, communications and/or notice shall be deemed sufficient for purposes of this Agreement, if the same are committed to written form and delivered respectively to:

**Warren County**  
Warren County Sheriff's Dept.  
1400 State Route 9  
Lake George, NY 12845  
Attn: James LaFarr, Sheriff


**Town**  
Town of Horicon  
6604 State Route 8  
Brant Lake, New York 12815  
Attn: Matthew J. Simpson, Supervisor

IN WITNESS WHEREOF, this agreement has been executed by the duly authorized representative of each party.

Approved as to form:


  
\_\_\_\_\_  
Warren County Attorney, ASSISTANT.

COUNTY OF WARREN

By:   
\_\_\_\_\_  
FRANK THOMAS, Chairman  
Board of Supervisors

Dated: 9/3/20

TOWN OF HORICON

By:   
\_\_\_\_\_  
MATTHEW J. SIMPSON, Supervisor

Dated: 9/9/2020

# Warren County Board of Supervisors

## RESOLUTION NO. 281 OF 2018

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

### AUTHORIZING INTERMUNICIPAL AGREEMENT WITH THE TOWN OF HORICON FOR MARINE LAW ENFORCEMENT ON SCHROON LAKE IN THE TOWN OF HORICON, COUNTY OF WARREN

WHEREAS, the Town of Horicon desires to have boat patrol law enforcement services on the portion of Schroon Lake located within the Town of Horicon, County of Warren, and

WHEREAS, in order to promote the health, safety and welfare of persons using Schroon Lake, it has been recommended that Warren County provide said boat patrol law enforcement services on the portion of Schroon Lake located within the Town of Horicon, County of Warren, now, therefore, be it

RESOLVED, that Warren County enter into an intermunicipal agreement with the Town of Horicon, Town Hall, 6604 State Rte. 8, Brant Lake, New York 12815, to provide the Town of Horicon with boat patrol law enforcement services on the portion of Schroon Lake located within the Town of Horicon, County of Warren, in the amount of Two Thousand Five Hundred Dollars (\$2,500) to be paid to Warren County for a term commencing May 1, 2018 and terminating December 31, 2018, with an option to renew for up to three (3) additional annual terms, and the Chairman of the Board of Supervisors and/or the Warren County Sheriff, be, and hereby are, authorized to execute an intermunicipal agreement in the form approved by the County Attorney.

# ***RESOLUTION REQUEST FORM NO. 20***

## ***Miscellaneous***

***\*Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.  
Please attach any backup information available and be as detailed as possible.***

**DEPARTMENT NAME:** Sheriff

**DATE:** April 19, 2021

- (a) **Purpose of Request:** To rescind Resolution No. 87 of 2021 that allowed for an agreement between the Warren County Sheriff's Office and MCI Communications Services, LLC (d/b/a Verizon Business Services) for internet services.
  
- (b) **Details:** MCI Communications Services, LLC (d/b/a Verizon Business Services) provides the internet service at New York State Contract pricing rates, therefore the agreement is not required.
  
- (c) **Previous Resolution Number:** N/A
  
- (d) **Where are Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount:**

N/A

\* as listed in budget and LOGOS

# Warren County Board of Supervisors

## RESOLUTION No. 87 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS DIAMOND, MAGOWAN, BRAYMER, FRASIER AND SHEPLER**

**AUTHORIZING AGREEMENT WITH MCI COMMUNICATIONS SERVICES, LLC D/B/A VERIZON BUSINESS SERVICES TO INSTALL AND PROVIDE ETHERNET E-LINE FIBER OPTIC COMMUNICATIONS SERVICE AT THE WARREN COUNTY SHERIFF'S OFFICE AND THE HAGUE RADIO TOWER SITE TO IMPROVE RADIO COMMUNICATIONS**

RESOLVED, that Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to enter into an agreement with MCI Communications Services, LLC d/b/a Verizon Business Services, 505 North Point Parkway, Alpharetta, Georgia 30022, to install and provide ethernet e-line fiber optic communications service at the Warren County Sheriff's Office and the Hague Radio Tower Site, 4 West Hague Road, Hague, New York, to improve radio communications, for an amount not to exceed Eight Hundred Seventy Dollars and Twenty Cents (\$870.20) per month, plus a one time connection fee of Twenty-Five Dollars (\$25), for a term commencing upon execution by both parties and terminating Thirty-Six (36) months from 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.3020 428 Sheriff's 911 Center, Data Processing & Internet Fees.

**From:** Butler, Julie [<mailto:butlerj@warrencountyny.gov>]  
**Sent:** Friday, April 2, 2021 8:51 AM  
**To:** Girard, Monica <[Monica.Girard@WarrenCountySheriffNY.us](mailto:Monica.Girard@WarrenCountySheriffNY.us)>  
**Cc:** Comeau, Terry <[Terry.Comeau@WarrenCountySheriffNY.us](mailto:Terry.Comeau@WarrenCountySheriffNY.us)>; Allen, Amanda <[allena@warrencountyny.gov](mailto:allena@warrencountyny.gov)>; Sawyer, Ashley <[sawyera@warrencountyny.gov](mailto:sawyera@warrencountyny.gov)>; Curren, Carla <[currenc@warrencountyny.gov](mailto:currenc@warrencountyny.gov)>  
**Subject:** PO 499

Monica,

I spoke to Terry, Amanda & Ashley yesterday regarding Resolution 87 of 2021. This is to confirm that said Resolution will be rescinded through the next committee/board cycle, but in the meantime, it's ok to proceed with the PO referencing State Contract only.

Please remove reference to the Resolution in the PO reso field and delete the copy you've attached as backup. In addition, the amount of the PO should only be for the remainder of the year. It cannot be for a full 12 month term.

Please don't hesitate to contact me should you have any questions.

***Julie A. Butler***

Warren County Purchasing Agent  
Human Services Building, 3<sup>rd</sup> Floor  
1340 State Route 9  
Lake George, NY 12845  
Ph: 518-761-6538  
Fax: 518-761-6395

# ***RESOLUTION REQUEST FORM NO. 11***

## ***Request to Create New Position***

**DEPARTMENT NAME:** Sheriff

**DATE:** April 19, 2021

- (a) **Title of Requested Position:** Patrol Officer - Part Time
- (b) **Annual Base Salary (and Grade of Applicable):** N/A (\$20.3716/hour)
- (c) **Effective Date for New Position:\***  
**\*Please do not backdate unless the purpose is to correct an error.**

Upon Approval of the Board of Supervisors

- (d) **List Any Position in the Department's Table of Organization Being Deleted as a Result of this Request (Include annual salary and grade if applicable):**

N/A

- (e) **Where are Funds in the Budget for this Position? List Budget Code, Object Code, Full Title and Amount:**

A.3110 130 General Sheriff's Law Enforcement - Salaries - Part Time

- (f) **Has Personnel Officer Reviewed and Approved of the New Position Title?:** No  
**(This is necessary BEFORE bringing the request to committees.)**

- (g) **Is this a mandated position? If so, please explain:** No

- (h) **Is there expected revenue from this position? If so, please explain:** Yes

Fees will be assessed and paid to the County for each civil fingerprint submission.

# RESOLUTION REQUEST FORM NO. 12

Schedule "A"

## NOTICE OF INTENT TO FILL VACANT POSITION

This notice of intent is filed whenever a department head plans to fill an *existing* funded position in their budget that is vacated due to a retirement, resignation, termination or promotion. This notice may not be used for requests to create a *new* position. For complete instructions on the procedure to be followed, see the reverse of this form.

### DEPARTMENT HEAD COMPLETES THIS SECTION

Department: Sheriff Payroll Dept. No: 30.00  
Title of Position: Patrol Officer - Part Time Base Salary of Position: \$20.3716/hr Grade: \_\_\_\_\_  
Filling at Step # (If Known): \_\_\_\_\_  
Budget code and title: A.3110 130 Sheriff's Law Enforcement Salaries - Part Time Union  Non-Union   
This position is vacated due to:  Retirement  Resignation  Termination  Promotion  Other  
Employee No./Last Name: New Position (Civil Fingerprints) Date of Vacancy: N/A  
Is this position mandated?  Yes  No Is the position reimbursable?  Yes  No  
Source of reimbursement:  Federal \_\_\_\_\_ %  State \_\_\_\_\_ %  Other \_\_\_\_\_ %

### CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

Competitive-active eligible list  Competitive-no list (*hiring would be provisional*)  Non-Competitive  Other \_\_\_\_\_

**Actual Impact to Budget Report will be provided monthly by Human Resources Director.**

**Candidate's qualifications must be approved by Personnel Officer prior to hiring.** \_\_\_\_\_

**Human Resources Director has approved this form when initialed.** \_\_\_\_\_

### COUNTY ADMINISTRATOR COMPLETES THIS SECTION

- The Administrator has no objection to the filling of the vacancy.
- The Administrator objects to the filling of the vacancy.

Administrator Signature \_\_\_\_\_ Date \_\_\_\_\_

### BUDGET OFFICER COMPLETES THIS SECTION

- The Budget Officer has no objection to the filling of the vacancy.
- The Budget Officer objects to the filling of the vacancy.

Budget Officer Signature \_\_\_\_\_ Date \_\_\_\_\_

### SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee \_\_\_\_\_

- The committee has no objection to the filling of the vacancy.
- The committee objects to the filling of the vacancy.
- In the case of an emergency, Committee Chair has no objection to the filling of the vacancy.
- In the case of an emergency, Committee Chair objects to the filling of the vacancy.

Ranking Committee Member Signature \_\_\_\_\_ Date \_\_\_\_\_

# RESOLUTION REQUEST FORM NO. 12

Schedule "A"

## NOTICE OF INTENT TO FILL VACANT POSITION

This notice of intent is filed whenever a department head plans to fill an *existing* funded position in their budget that is vacated due to a retirement, resignation, termination or promotion. This notice may not be used for requests to create a *new* position. For complete instructions on the procedure to be followed, see the reverse of this form.

### DEPARTMENT HEAD COMPLETES THIS SECTION

Department: Sheriff Payroll Dept. No: 30.00

Title of Position: Patrol Officer #TBD Base Salary of Position: \$42,373 (1st Yr) Grade: \_\_\_\_\_

Filling at Step # (If Known): \_\_\_\_\_

Budget code and title: A.3110 110 Sheriff's Law Enforcement Salaries - Regular Union  Non-Union

This position is vacated due to:  Retirement  Resignation  Termination  Promotion  Other

Employee No./Last Name: TBD Date of Vacancy: May 2021

Is this position mandated?  Yes  No Is the position reimbursable?  Yes  No

Source of reimbursement:  Federal \_\_\_\_\_%  State \_\_\_\_\_%  Other \_\_\_\_\_%

### CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

Competitive-active eligible list  Competitive-no list (*hiring would be provisional*)  Non-Competitive  Other \_\_\_\_\_

**Actual Impact to Budget Report will be provided monthly by Human Resources Director.**

**Candidate's qualifications must be approved by Personnel Officer prior to hiring.** \_\_\_\_\_

**Human Resources Director has approved this form when initialed.** \_\_\_\_\_

### COUNTY ADMINISTRATOR COMPLETES THIS SECTION

The Administrator has no objection to the filling of the vacancy.

The Administrator objects to the filling of the vacancy.

Administrator Signature \_\_\_\_\_ Date \_\_\_\_\_

### BUDGET OFFICER COMPLETES THIS SECTION

The Budget Officer has no objection to the filling of the vacancy.

The Budget Officer objects to the filling of the vacancy.

Budget Officer Signature \_\_\_\_\_ Date \_\_\_\_\_

### SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee \_\_\_\_\_

The committee has no objection to the filling of the vacancy.

The committee objects to the filling of the vacancy.

In the case of an emergency, Committee Chair has no objection to the filling of the vacancy.

In the case of an emergency, Committee Chair objects to the filling of the vacancy.

Ranking Committee Member Signature \_\_\_\_\_ Date \_\_\_\_\_