

PERSONNEL, ADMINISTRATION & HIGHER EDUCATION COMMITTEE

AGENDA

MARCH 3, 2022

**Committee Members:** *Thomas, Conover, Beaty, Frasier, Wild, Braymer and Runyon*  
*Chair of the Board shall serve as an Ex-Officio member when needed in accordance with Section C(4) of the Rules of the Board*

- I. Committee meeting called to order by Chair.
- II. Motion to approve minutes of prior Committee meetings.

**III. Action Agenda**

- 1) SUNY Adirondack representatives to provide an update on the College.
- 2) **Requests/Items to be Discussed by the Human Resources Director (Jackie Figueroa, Director):**
  - A) Review of report on tracking of vacancies filled.
  - B) Update on terminations and exit interviews.
- 3) **Requests/Items to be Discussed by the County Attorney (Larry Elmen, County Attorney):**

Request for executive session to discuss the following:

  - A) Current litigation updates (*subject to Section 105(1)(d) of the Public Officers Law*):
    - 1. Carprood v. Warren County
    - 2. CVA lawsuits - Michael Easterbrooks v. Schenectady County/Warren County
    - 3. Forest Enterprises Management v. Warren County
    - 4. Quester French v. Derek Williams
    - 5. Nicolas LeClair v. Sarah Raymond, et al
    - 6. Jason Lewis v. Primecare Medical, Inc.
  - B) County Attorney legal opinions (*subject to Section 108(3) of the Public Officers Law*):
    - 1. 2022.4 - Appointment Process for ARPA Special Committee Member Vacancy and Chair Vacancy
    - 2. 2022.5 - Sheriff Marine Patrols on Schroon Lake
    - 3. 2022.6 - Tourism Hospitality Group
    - 4. 2022.7 - County Sale of Real Property
- 4) **Requests/Items to be Discussed by the Clerk of the Board (Amanda Allen, Clerk of the Board):**

Resolution Tracking Report.
- 5) **Referrals from the Criminal Justice & Public Safety Committee (Chaired by Supervisor Geraci):**  
**Sheriff (James LaFarr, Sheriff) -**
  - A) Requesting that the Personnel, Administration & Higher Education Committee consider amending the Warren County Travel, Education and Vehicle Use Policy (*last adopted by Resolution No. 49 of 2021*) to authorize Department Heads to approve free training opportunities.
  - B) Authorizing the Warren County Sheriff to fill vacancies in budgeted and funded Patrol Officer positions and amending the Rules of the Board (*Section E(8) - last adopted by Resolution No. 68 of 2021*) to allow for same.
- 6) **Referral from the Health Services Committee (Chaired by Supervisor Frasier):**  
**Office for the Aging (Dee Park, Director, Office for the Aging) -**

Request to amend the Table of Organization and Salary Schedule to create and fill the new position of Services Assistant - Office for the Aging #4, *Grade 7, Base Annual Salary \$36,414*, and delete the position of Typist, *Grade 3, Base Annual Salary \$30,373*, effective March 21, 2022.
- 7) **Referral from the Human Services Committee (Chaired by Supervisor Driscoll):**

Request for the Personnel, Administration & Higher Education Committee to consider directing the Civil Service Office to produce a detailed written process and a checklist that Department Heads will use when advertising vacant positions.

*Continued*

8) **Referral from the Tourism Committee (Chaired by Supervisor Merlino):**

Request to amend the Table of Organization and Salary Schedule to create and fill the new position of Principal Account Clerk - Per Diem, *hourly rate of \$24.7685*, and to de-fund the full time Principal Account Clerk position effective April 4, 2022.

IV. **Pending Items:**

**SUNY ADIRONDACK:**

No items this month.

**PERSONNEL:**

- 1) Additional work to be done to present for consideration a formalized policy for the Employee of the Month Program at a future Committee meeting. (11.02.21)
- 2) Warren County Workplace Violence Policy to be reviewed for additional updates. (12.29.21)

**CIVIL SERVICE:**

No items this month.

**HUMAN RESOURCES:**

No items this month.

**CLERK OF THE BOARD:**

No items this month.

**COUNTY ATTORNEY:**

No items this month.

V. **Positions authorized for filling by Standing Committees since last meeting:**

***DPW*** - MEO(L) #12, *Grade 7, Base Annual Salary \$36,414*

***Office for the Aging*** - Meal Site Cook #7 (Long Lake), *Grade 2, Base Annual Salary \$18,584 (25 hrs/week)*, due to resignation

***Sheriff*** - Patrol Officer #48, *Base Salary \$45,854*, due to retirement

***Tourism*** - Director of Tourism, *Annual Salary \$67,533*, due to retirement  
- Communications Assistant, *Grade 9, Base Annual Salary \$39,246*, due to resignation in 2020

VI. Privilege of the Floor/Public Comment

VII. Motion to adjourn

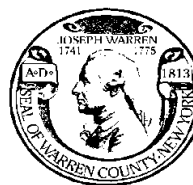
2022 - NOTICE OF INTENT TO FILL TRACKING

Personnel Cmte./ Approval Date	Department	Position	Incumbent	Reason for Vacancy*	Incumbent Salary	Salary Approved	Date Filled	Hire	Salary Hired	Approved vs. Hired	Incumbent vs. Hired
7/29/2021	District Attorney	9th Assistant District Attorney (2662)	N/A	N	N/A	\$ 66,563.00	vacant				
7/29/2021	Office of Emergency Services	County Fire Coordinator- Part Time (2644)	Ogden	RM	\$ 11,500.00	\$ 11,500.00	12/29/2021	Bartlett	\$ 11,500.00	\$ -	\$ -
7/29/2021	Probation	Probation Assistant (1313)	Iatauro	RT	\$ 44,902.00	\$ 35,491.00	12/9/2021	Clarke	\$ 37,355.00	\$ 1,864.00	\$ (7,547.00)
7/29/2021	Probation	Probation Officer Trainee	N/A	N	N/A	\$ 45,831.00	vacant				
9/1/2021	Buildings & Grounds	Building Maintenance Worker #2 (2142)	Cleveland	RS	\$ 35,491.00	\$ 35,491.00	1/31/2022	Spring	\$ 36,414.00	\$ 923.00	\$ 923.00
9/1/2021	District Attorney	9th Assistant District Attorney (2662)	N/A	N	N/A	\$ 66,563.00	vacant				
9/1/2021	Health Services	Public Health Nurse #35 (2250)	Swan	RS	\$ 54,286.00	\$ 53,675.00	vacant				
9/1/2021	Health Services	Public Health Nurse #8 (1546)	McAvey	RS	\$ 63,947.00	\$ 53,675.00	vacant				
9/1/2021	Office for the Aging	Meal Site Cook #2 (1950)	Seitz	O	\$ 18,113.00	\$ 18,113.00	11/29/2021	Aldous	\$ 18,113.00	\$ -	\$ -
9/1/2021	Office for the Aging	Meal Site Manager #3 (1937)	Lewis	RT	\$ 26,653.00	\$ 14,491.00	vacant				
9/1/2021	Public Defender	Legal Clerk #1 (2664)	N/A	N	N/A	\$ 32,237.00	vacant				
9/30/2021	Civil Service	Civil Service Assistant (2568)	Jernigan	RS	\$ 40,972.00	\$ 38,809.00	12/4/2021	Graham	\$ 40,972.00	\$ 2,163.00	\$ -
9/30/2021	Countryside	Institutional Aide PT #18 (2629)	Semon	PR	\$ 29,603.00	\$ 29,603.00	vacant				
9/30/2021	District Attorney	Legal Clerk #5 (2585)	Cogdill	RS	\$ 32,848.00	\$ 32,237.00	vacant				
9/30/2021	Public Health	Senior Account Clerk #2 (2399)	Baker	RS	\$ 44,902.00	\$ 35,491.00	vacant				
9/30/2021	Sheriff	Patrol Officer #11 (1380)	Seelye	PR	\$ 75,295.00	\$ 44,735.00	1/24/2022		\$ 45,854.00	\$ 1,119.00	\$ (29,441.00)
11/2/2021	Public Works	MEO (L) #26 (1225)	Hayes	RT	\$ 44,901.00	\$ 35,491.00	2/7/2022	Rose	\$ 36,414.00	\$ 923.00	\$ (8,487.00)
11/2/2021	Public Works	MEO (M) #14 (1261)	Morehouse	PR	\$ 47,555.00	\$ 38,251.00	12/20/2021	Riffle	\$ 39,533.00	\$ 1,282.00	\$ (8,002.00)
11/2/2021	Sheriff	Investigative Sergeant #1 (2694)	N/A	N	N/A	\$ 82,495.00	11/22/2021	Affinito	\$ 82,495.00	\$ -	\$ -
11/2/2021	Social Services	HEAP Examiner #4 - temp (2429)	N/A	N	N/A	\$ 33,614.00	1/10/2022	Allen	\$ 34,448.00	\$ 834.00	\$ -
11/2/2021	Social Services	HEAP Examiner #5 - temp (2693)	N/A	N	N/A	\$ 33,614.00	vacant				
11/2/2021	Social Services	Caseworker #9 (1653)	Vice	O	\$ 47,244.00	\$ 45,831.00	1/3/2022	Hayes	\$ 47,022.00	\$ 1,191.00	\$ (222.00)
11/2/2021	Social Services	Caseworker #29 (1671)	Chapman	O	\$ 53,457.00	\$ 45,831.00	11/29/2021	Moore	\$ 47,244.00	\$ 1,413.00	\$ (6,213.00)
12/2/2021	Countryside	Institutional Aide PT #3 (2217)	Semon	RM	\$ 23,682.00	\$ 23,682.00	2/8/2022	Hill	\$ 24,298.00	\$ 616.00	\$ 616.00
12/2/2021	County Clerk	Legal Recording Clerk (1119)	Baker	RS	\$ 41,537.00	\$ 35,491.00	1/4/2022	Slater	\$ 36,414.00	\$ 923.00	\$ (5,123.00)
12/2/2021	DPW	MEO (M) #2 (1233)	Henkel	RS	\$ 44,717.00	\$ 38,521.00	vacant				
12/2/2021	Health Services	RPN #22 (2549)	Gutowski	RS	\$ 55,376.00	\$ 47,523.00	vacant				
12/2/2021	Health Services	RPN #32 (2332)	Wescott	RS	\$ 59,222.00	\$ 47,523.00	vacant				
12/2/2021	Health Services	RPN #37 (1543)	Brouillette	RS	\$ 48,101.00	\$ 47,523.00	vacant				
12/2/2021	Health Services	Senior Account Clerk #1 (1538)	DeCesare	RT	\$ 43,536.00	\$ 33,600.00	vacant				
12/2/2021	Health Services	WIC Assistant (1582)	Stockwell	RS	\$ 31,099.00	\$ 30,520.00	vacant				
12/2/2021	Health Services	Infant Feeding Advocate-Part Time (2081)	Langworthy	RS	\$ 14,013.00	\$ 14,013.00	vacant				
12/2/2021	Health Services	Medical Records Coder PT (2598)	New	N	N/A	\$ 24,471.00	vacant				
12/2/2021	Health Services	RPN #40 (2624)	N/A	N	N/A	\$ 47,523.00	vacant				
12/2/2021	Sheriff	Investigator #6 (1385)	David	RT	\$ 83,503.00	\$ 83,503.00	1/31/2022	Schroeck	\$ 78,138.00	\$ (5,365.00)	\$ (5,365.00)
12/2/2021	Sheriff	Patrol Officer #TBD		PR		\$ 44,736.00	vacant				
12/2/2021	Social Services	Caseworker #21 (1668)	Watkins	PR	\$ 58,097.00	\$ 47,023.00	vacant				
12/2/2021	Social Services	Caseworker #4 (1650)	Parker	PR	\$ 57,597.00	\$ 47,023.00	2/22/2022	Hargraves	\$ 58,597.00	\$ 11,574.00	\$ 1,000.00
12/2/2021	Social Services	Caseworker #20 (1649)	Tennant	RS	\$ 47,244.00	\$ 45,831.00	1/3/2022	Dolly	\$ 47,022.00	\$ 1,191.00	\$ (222.00)
12/2/2021	Social Services	Social Welfare Examiner #12 (1751)	Darcy	PR	\$ 37,436.00	\$ 36,957.00	vacant				
12/20/2021	County Clerk	Legal Recording Clerk #2 (2698)	N/A	N	N/A	\$ 35,491.00	12/27/2021	Strong-Norman	\$ 35,491.00	\$ -	\$ -
12/20/2021	Employment & Training	E&T Counselor II #1 (2696)	N/A	N	N/A	\$ 40,003.00	12/20/2021	Mender	\$ 43,805.00	\$ 3,802.00	\$ -
12/20/2021	Employment & Training	E&T Counselor II #2 (2697)	N/A	N	N/A	\$ 40,003.00	12/20/2021	Metcalfe	\$ 47,892.00	\$ 7,889.00	\$ -
12/20/2021	Office for the Aging	Services Assistant - OFA #3 (2700)	N/A	N	N/A	\$ 33,600.00	vacant				
12/20/2021	Office for the Aging	Meal Site Cook #12 (2699)	N/A	N	N/A	\$ 18,113.00	vacant				

2022 - NOTICE OF INTENT TO FILL TRACKING

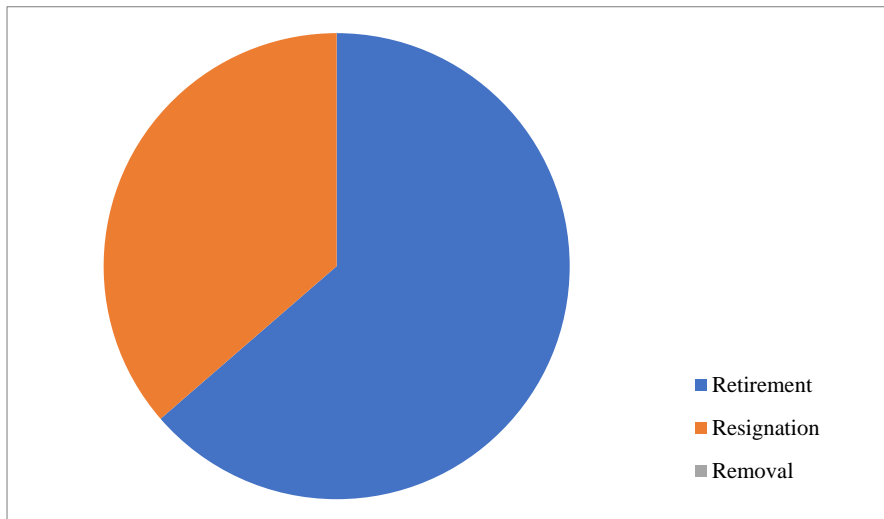
Personnel Cmte./ Approval Date	Department	Position	Incumbent	Reason for Vacancy*	Incumbent Salary	Salary Approved	Date Filled	Hire	Salary Hired	Approved vs. Hired	Incumbent vs. Hired
1/1/2022	Health Services	RPN #42 (2701)	N/A	N	N/A	\$ 51,502.00	vacant				
1/1/2022	Health Services	Public Health Program Manager (2678)	N/A	N	N/A	\$ 55,070.00	1/1/2022	Durkee	\$ 67,170.00	\$ 12,100.00	\$ -
1/1/2022	Health Services	Public Health Educator #1 (2681)	N/A	N	N/A	\$ 44,384.00	1/1/2022	Cohen	\$ 44,384.00	\$ -	\$ -
1/1/2022	Health Services	Public Health Educator #2 (1586)	N/A	N	N/A	\$ 44,384.00	1/18/2022	Crawford	\$ 44,384.00	\$ -	\$ -
1/1/2022	Health Services	EI Service Coordinator - PD (2556)	N/A	N	N/A	\$ 12,594.00	vacant				
1/1/2022	Health Services	Therapy Program Administrator (2677)	N/A	N	N/A	\$ 65,566.00	vacant				
1/1/2022	Sheriff	Patrol Officer #66 (2673)	N/A	N	N/A	\$ 44,736.00	1/24/2022	McPhail	\$ 45,854.00	\$ 1,118.00	\$ -
1/1/2022	Sheriff	Patrol Officer #67 (2674)	N/A	N	N/A	\$ 44,736.00	1/24/2022	Ordway	\$ 45,854.00	\$ 1,118.00	\$ -
1/1/2022	Sheriff	Patrol Officer #68 (2675)	N/A	N	N/A	\$ 44,736.00	1/24/2022	Ortiz	\$ 45,854.00	\$ 1,118.00	\$ -
1/1/2022	Sheriff	Patrol Officer #69 (2676)	N/A	N	N/A	\$ 44,736.00	1/24/2022	Crispell	\$ 45,854.00	\$ 1,118.00	\$ -
1/1/2022	Social Services	Senior Caseworker #9 (2685)	N/A	N	N/A	\$ 50,384.00	1/3/2022	Watkins	\$ 61,916.00	\$ 11,532.00	\$ -
1/1/2022	Social Services	Senior Caseworker #10 (2686)	N/A	N	N/A	\$ 50,384.00	1/3/2022	Parker	\$ 61,416.00	\$ 11,032.00	\$ -
1/1/2022	Social Services	Legal Clerk III (2687)	N/A	N	N/A	\$ 40,784.00	1/7/2022	Quagliana	\$ 42,852.00	\$ 2,068.00	\$ -
1/1/2022	Social Services	Senior Clerk (2688)	N/A	N	N/A	\$ 31,789.00	1/1/2022	Moynihan	\$ 38,282.00	\$ 6,493.00	\$ -
1/29/2022	Sheriff	Patrol Officer #70 (TBD)	N/A	N	N/A	\$ 44,736.00	vacant				
2/3/2022	Sheriff	Patrol Sergeant #12 (2708)	N/A	N	N/A	\$ 84,503.00	vacant				
2/3/2022	Social Services	Principal Account Clerk #3 (2709)	N/A	N	N/A	\$ 40,784.00	2/22/2022	Murray	\$ 47,656.00	\$ 6,872.00	\$ -
2/3/2022	County Clerk	Senior MV Examiner #3 (2710)	N/A	N	N/A	\$ 40,784.00	vacant				
2/3/2022	Mail Room	Messenger #2 (2711)	N/A	N	N/A	\$ 34,488.00	2/22/2022	Wilday	\$ 34,488.00	\$ -	\$ -
2/3/2022	Buildings & Grounds	Cleaner #12 (2470)	Tabano	RS	\$ 29,735.00	\$ 29,735.00	2/7/2022	Augusta	\$ 29,735.00	\$ -	\$ -
2/3/2022	Countryside	Cook/Manager (2265)	Olden	RT	\$ 43,764.00	\$ 33,076.00	2/15/2022	Quarters	\$ 42,264.00	\$ 9,188.00	\$ (1,500.00)
2/3/2022	County Clerk	MV Lic/Reg Clerk #8 (1122)	Conway	PR	\$ 47,262.00	\$ 37,918.00	vacant				
2/3/2022	Information Technology	Cybersecurity and Network Analyst (2672)	N/A	N	N/A	\$ 67,533.00	1/3/2022	Boutin	\$ 67,533.00	\$ -	\$ -
2/3/2022	Probation	Senior Account Clerk (1307)	Clarke	PR	\$ 37,355.00	\$ 36,414.00	vacant				
2/3/2022	Public Works	MEO (M) #9 (1238)	Monroe	RT	\$ 49,771.00	\$ 39,246.00	vacant				
2/3/2022	Public Works	MEO (L) #3 (1249)	Cameron	PR	\$ 36,723.00	\$ 36,414.00	vacant				
2/3/2022	Public Works	MEO (L) #13 (1263)	Cameron	RS	\$ 35,491.00	\$ 36,414.00	vacant				
2/3/2022	Public Works	MEO (L) #27 (2256)	Hart	RM	\$ 35,491.00	\$ 36,414.00	2/14/2022	Allen	\$ 36,414.00	\$ -	\$ 923.00
2/3/2022	Sheriff	Patrol Officer #62 (1326)	Howse	PR	\$ 77,178.00	\$ 45,854.00	vacant				
2/3/2022	Sheriff	Communications Officer #20 (2544)	Crispell	RS	\$ 52,775.00	\$ 47,299.00	vacant				
2/3/2022	Sheriff	Senior Communications Officer (2245)	Wells	O	\$ 62,486.00	\$ 58,448.00	1/31/2022	Kilmartin	\$ 58,448.00	\$ -	\$ (4,038.00)
2/3/2022	Social Services	Intake Clerk #4 (1736)	Johnson	O	\$ 31,594.00	\$ 30,983.00	12/27/2021	Kazlo	\$ 30,983.00	\$ -	\$ (611.00)
2/3/2022	Social Services	Social Welfare Examiner #17 (1722)	Gonnely	RT	\$ 48,263.00	\$ 37,918.00	vacant				
2/3/2022	Social Services	Caseworker #15 (1665)	Vachon	RS	\$ 47,023.00	\$ 47,023.00	2/22/2022	Regner	\$ 47,023.00	\$ -	\$ -
2/3/2022	Social Services	Intake Clerk #8 (2660)	Johnson	PR	\$ 32,416.00	\$ 31,789.00	2/7/2022	Dashnaw	\$ 31,789.00	\$ -	\$ (627.00)
2/3/2022	Social Services	Medicaid Clerk #3 (2071)	Licari	PR	\$ 35,471.00	\$ 33,076.00	vacant				
2/3/2022	Social Services	Social Welfare Examiner #38 (2082)	Rheel	O	\$ 47,763.00	\$ 37,918.00	2/14/2022	Licari	\$ 40,570.00	\$ 2,652.00	\$ (7,193.00)
2/3/2022	Social Services	Secretary (2270)	Quagliana	PR	\$ 33,538.00	\$ 31,789.00	vacant				
2/3/2022	Social Services	Senior Account Clerk #6 (1748)	Murray	PR	\$ 42,617.00	\$ 36,414.00	2/22/2022	Stoller	\$ 42,617.00	\$ 6,203.00	\$ -
2/3/2022	Social Services	Support Investigator #4 (1746)	Missita	PR	\$ 44,348.00	\$ 37,918.00	vacant				
2/3/2022	Social Services	Social Welfare Examiner #31 (1713)	Cameron	RT	\$ 44,611.00	\$ 37,918.00	2/7/2022	Johnson	\$ 38,545.00	\$ 6,270.00	\$ (6,066.00)
2/3/2022	Veterans' Services	Van Driver #2 (2190)	Service	RS	\$ 17,456.00	\$14,868.00	1/3/2022	Therio	\$ 14,868.00	\$ -	\$ (2,588.00)
2/3/2022	Veterans' Services	Van Driver #1 (2189)	Johnson	RS	\$ 18,985.00	\$14,868.00	1/3/2022	Cooke	\$ 14,868.00	\$ -	\$ (4,117.00)
2/3/2022	Veterans' Services	Veteran Benefit Counselor (2690)	N/A	N	N/A	\$ 39,246.00	vacant				
									<b>TOTALS</b>	<b>\$ 105,581.00</b>	<b>\$ (93,900.00)</b>

## Warren County Department of Human Resources



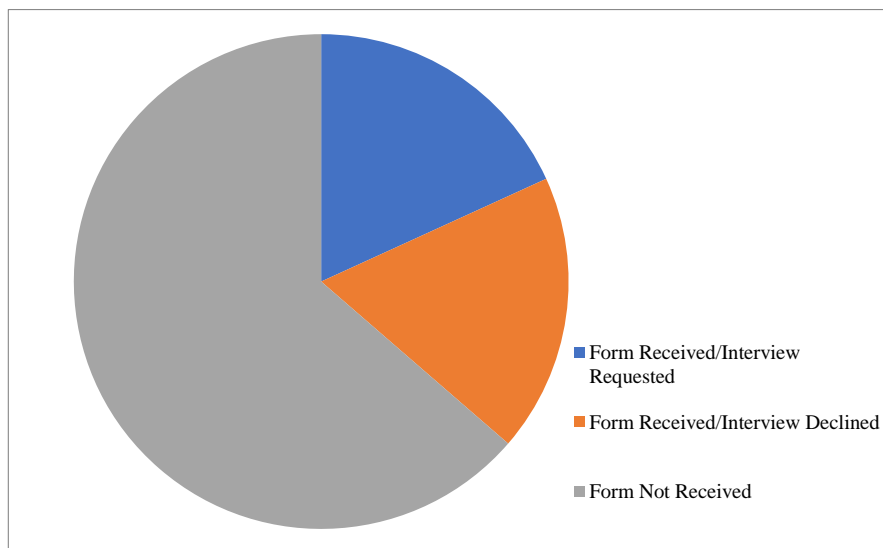
### Separations through January 31, 2022

Retirement	7
Resignation	4
Removal	0
<b>Total</b>	<b>11</b>



### Exit Interviews through January 31, 2022

Form Received/Interview Requested	2
Form Received/Interview Declined	2
Form Not Received	7



**RESOLUTION TRACKING REPORT**  
 DECEMBER 17, 2021 BOARD MEETING

<u>RES. NO.</u>	<u>DESCRIPTION</u>	<u>STATUS</u>
PR30	PROCLAMATION - PERSONS WITH DISABILITIES DAY	
PR31	PROCLAMATION - HUMAN RIGHTS WEEK	
PR32	PROCLAMATION - IMPAIRED DRIVING PREVENTION MONTH	
522	FINANCE - MAKING SUPPLEMENTAL APPROPRIATIONS	
523	FINANCE - AMENDING WARREN COUNTY BUDGET FOR 2021 FOR VARIOUS DEPARTMENTS WITHIN WARREN COUNTY	
524	COUNTY FACILITIES ( <i>AIRPORT</i> ) - AUTHORIZING RETROACTIVE AGREEMENT WITH ADIRONDACK HOT AIR BALLOON FESTIVAL, INC. FOR USE OF THE WARREN COUNTY (FLOYD BENNETT) MEMORIAL AIRPORT FOR THE ADIRONDACK HOT AIR BALLOON FESTIVAL	CONTRACT EXECUTED
525	COUNTY FACILITIES ( <i>BUILDINGS &amp; GROUNDS</i> ) - AUTHORIZING THE NAMING OF THE OFFICE OF EMERGENCY SERVICES BUILDING AS THE BRIAN LAFLURE BUILDING	N/A
526	COUNTY FACILITIES ( <i>WEIGHTS &amp; MEASURES</i> ) - AMENDING RESOLUTION NO. 592 OF 2009, ESTABLISHING AND COLLECTING FEES FOR THE INSPECTION AND TESTING OF WEIGHTS AND MEASURING DEVICES AND SYSTEMS WITHIN WARREN COUNTY WEIGHTS AND MEASURES, TO INCREASE INSPECTION FEES	N/A
527	CRIMINAL JUSTICE ( <i>PROBATION</i> ) - ACCEPTING PROPOSAL AND AUTHORIZING AGREEMENT WITH WARREN-HAMILTON COUNTIES ACTION COMMITTEE FOR ECONOMIC OPPORTUNITY, INC. FOR ALTERNATIVE SENTENCING PROGRAM TO SERVE YOUTH AND ADULTS FOR THE WARREN COUNTY DEPARTMENT OF PROBATION (WC 55-21)	WAITING FOR SIGNATURE

**RESOLUTION TRACKING REPORT**  
DECEMBER 17, 2021 BOARD MEETING

**STATUS**

**DESCRIPTION**

**RES. NO.**

- 528 **ECONOMIC GROWTH & DEVELOPMENT - AUTHORIZING THE COUNTY ADMINISTRATOR AND THE COUNTY ATTORNEY TO DRAFT, AND THE CHAIR OF THE BOARD TO EXECUTE, A LETTER IN SUPPORT OF BARTON MINES' APPLICATION TO THE ADIRONDACK PARK AGENCY TO MODIFY THEIR MINING PERMIT TO ALLOW THEM TO EXTEND BOTH RESIDUAL MINERALS STORAGE CAPACITY AND THE LIFE OF THEIR MINE TO APPROXIMATELY 75 YEARS**  
*RESOLUTION AMENDED FROM THE FLOOR*
- 529 **ENVIRONMENTAL CONCERNS & REAL PROPERTY TAX SERVICES (*REAL PROPERTY TAX SERVICES*) - AMENDING RESOLUTION NO. 243 OF 2021, WHICH AUTHORIZED THE APPROPRIATION OF FUNDS FROM THE ENVIRONMENTAL TESTING RESERVE FUND TO THE REAL PROPERTY TAX SERVICES BUDGET TO PAY ATLANTIC TESTING LABORATORIES FOR A LIMITED HAZARDOUS MATERIALS SURVEY OF THE MOSHER'S GARAGE FOR TOWN OF JOHNSBURG TAX MAP PARCEL NO. 133.8-1-27; AMENDING 2021 WARREN COUNTY BUDGET, TO INCLUDE A DESIGN PLAN**
- 530 **ENVIRONMENTAL CONCERNS & REAL PROPERTY TAX SERVICES (*ENVIRONMENTAL CONCERNS*) - AUTHORIZING THE CHAIR OF THE BOARD OF SUPERVISORS TO EXECUTE A LETTER IN SUPPORT OF A SHARED SERVICES AGREEMENT WITH VARIOUS MUNICIPALITIES RELATING TO THE PROCUREMENT OF ELECTRIC VEHICLES**
- 531 **GOVERNMENTAL OPERATIONS & ADVOCACY - ENACTING LOCAL LAW NO. 10 OF 2021, ENTITLED "A LOCAL LAW OF THE COUNTY OF WARREN, NEW YORK, REPEALING LOCAL LAWS 3 OF 2015, 2 OF 2016 AND 3 OF 2016 AND PROHIBITING THE USE AND SALE OF SPARKLING DEVICES IN WARREN COUNTY"**
- 532 **HEALTH SERVICES (*MENTAL HEALTH/OFFICE OF COMMUNITY SERVICES*) - APPOINTING AND RE-APPOINTING MEMBERS TO THE WARREN COUNTY COMMUNITY SERVICES BOARD**

**RESOLUTION TRACKING REPORT**  
DECEMBER 17, 2021 BOARD MEETING

<u>RES. NO.</u>	<u>DESCRIPTION</u>	<u>STATUS</u>
533	<b>HEALTH SERVICES (MENTAL HEALTH/OFFICE OF COMMUNITY SERVICES)</b> - AUTHORIZING AGREEMENTS WITH COMMUNITY SERVICES BOARD AND VARIOUS AGENCIES TO PROVIDE SPECIALIZED MENTAL HEALTH CRISIS RESPITE SERVICES FOR YOUTH	<b>CONTRACTS EXECUTED</b>
534	<b>HEALTH SERVICES (MENTAL HEALTH/OFFICE OF COMMUNITY SERVICES)</b> - AUTHORIZING AGREEMENTS WITH COMMUNITY SERVICES BOARD AND VARIOUS AGENCIES	<b>CONTRACTS EXECUTED</b>
535	<b>HEALTH SERVICES (OFFICE FOR THE AGING)</b> - AMENDING LEASE AGREEMENT WITH CEDARS I, LP FOR MEAL SERVICES AT THE CEDARS SENIOR LIVING COMMUNITY IN THE TOWN OF QUEENSBURY TO INCREASE THE NOT TO EXCEED CONTRACT AMOUNT FOR 2022 AND 2023	<b>CONTRACT EXECUTED</b>
536	<b>HEALTH SERVICES (OFFICE FOR THE AGING)</b> - AMENDING RESOLUTION NO. 121 OF 2019, WHICH AUTHORIZED AGREEMENTS FOR EXPANDED IN-HOME SERVICES FOR THE ELDERLY PROGRAM (EISEP) WITH VARIOUS ORGANIZATIONS FOR OFFICE FOR THE AGING, TO ADJUST THE CONTRACTUAL HOURLY RATE WITH GREATER ADIRONDACK HOME AIDES, INC.	<b>CONTRACT EXECUTED</b>
537	<b>HEALTH SERVICES (OFFICE FOR THE AGING)</b> - AMENDING RESOLUTION NO. 64 OF 2019, WHICH AUTHORIZED AGREEMENTS BETWEEN WARREN-HAMILTON COUNTIES OFFICE FOR THE AGING AND VARIOUS ORGANIZATIONS UNDER THE TITLE III-E PROGRAM - NATIONAL FAMILY CAREGIVER SUPPORT PROGRAM, TO ADJUST CONTRACTUAL HOURLY RATE WITH GREATER ADIRONDACK HOME AIDES, INC.	<b>CONTRACT EXECUTED</b>
538	<b>HEALTH SERVICES (OFFICE FOR THE AGING)</b> - AUTHORIZING SUBMISSION OF A GRANT APPLICATION FOR THE MEDICARE IMPROVEMENTS FOR PATIENTS AND PROVIDERS ACT (MIPPA)	<b>GRANT EXECUTED</b>
539	<b>HEALTH SERVICES (OFFICE FOR THE AGING)</b> - AUTHORIZING MEMORANDUM OF UNDERSTANDING WITH INDEPENDENT LIVING CENTER OF HUDSON VALLEY FOR USE OF SPACE IN THE WARREN COUNTY HUMAN SERVICES BUILDING	<b>CONTRACT EXECUTED</b>

**RESOLUTION TRACKING REPORT**  
 DECEMBER 17, 2021 BOARD MEETING

<u>RES. NO.</u>	<u>DESCRIPTION</u>	<u>STATUS</u>
540	<b>HEALTH SERVICES (OFFICE FOR THE AGING) - AMENDING MEMORANDUM OF AGREEMENT BETWEEN THE COUNTY OF WARREN, ACTING FOR AND ON BEHALF OF WARREN-HAMILTON COUNTIES' OFFICE FOR THE AGING, AND COUNTRYSIDE ADULT HOME FOR OPERATION OF THE WARRENSBURG MEALSITE AND CHESTERTOWN MEALSITE, TO INCREASE THE PER MEAL REIMBURSEMENT RATE AND TO INCREASE THE NOT TO EXCEED AMOUNT</b>	<b>CONTRACT EXECUTED</b>
541	<b>HUMAN SERVICES (COUNTRYSIDE ADULT HOME) - RATIFYING THE ACTIONS OF THE DIRECTOR OF COUNTRYSIDE ADULT HOME IN EXECUTING A GRANT APPLICATION TO THE NEW YORK STATE DEPARTMENT OF HEALTH FOR THE EQUAL FUNDS AWARD</b>	
542	<b>HUMAN SERVICES (COUNTRYSIDE ADULT HOME) - AUTHORIZING SUBMISSION OF A MEMBERSHIP APPLICATION TO THE EMPIRE STATE ASSOCIATION OF ASSISTED LIVING FOR COUNTRYSIDE ADULT HOME</b>	
543	<b>HUMAN SERVICES (COUNTRYSIDE ADULT HOME) - AUTHORIZING AGREEMENT WITH HUDSON HEADWATERS HEALTH NETWORK FOR PROVISION OF PHYSICAL EXAMINATIONS OF NEW HIRES AND EXISTING EMPLOYEES OF COUNTRYSIDE ADULT HOME</b>	<b>WAITING FOR SIGNATURE FROM HUDSON HEADWATERS</b>
544	<b>HUMAN SERVICES (COUNTRYSIDE ADULT HOME) - AUTHORIZING AGREEMENT WITH PHARMACY ASSOCIATES OF GLENS FALLS, LLC D/B/A OMNICARE OF BALLSTON SPA TO PROVIDE STOCK MEDICATIONS AND SUPPLIES THAT ARE THE RESPONSIBILITY OF THE FACILITY AT A DISCOUNTED PRICE FOR COUNTRYSIDE ADULT HOME</b>	<b>WAITING FOR SIGNATURE</b>
545	<b>HUMAN SERVICES (DEPARTMENT OF SOCIAL SERVICES) - AUTHORIZING MEMORANDUM OF UNDERSTANDING BETWEEN THE WARREN COUNTY DEPARTMENT OF SOCIAL SERVICES AND THE WARREN COUNTY EMPLOYMENT &amp; TRAINING ADMINISTRATION FOR TEMPORARY ASSISTANCE AND SNAP UNITS TO PROVIDE EMPLOYMENT REFERRALS</b>	<b>CONTRACT EXECUTED</b>

**RESOLUTION TRACKING REPORT**  
DECEMBER 17, 2021 BOARD MEETING

<u>RES. NO.</u>	<u>DESCRIPTION</u>	<u>STATUS</u>
546	<b>HUMAN SERVICES (DEPARTMENT OF SOCIAL SERVICES) - AUTHORIZING CONTINUATION OF CONTRACTUAL RELATIONSHIPS FOR SPECIAL DELINQUENCY PREVENTION PROGRAMS</b>	CONTRACTS EXECUTED
547	<b>PROPOSED SEPTIC INSPECTION AT TRANSFER - AMENDING RESOLUTION NO. 256 OF 2021, WHICH ESTABLISHED A SPECIAL COMMITTEE TO PRESENT A PROPOSAL TO THE BOARD OF SUPERVISORS AT THEIR SEPTEMBER WORKSHOP MEETING IN REGARD TO A PROPOSED SEPTIC INSPECTION AT TRANSFER LAW, TO EXTEND THE TERM OF THE SPECIAL COMMITTEE</b>	
548	<b>PUBLIC SAFETY (OFFICE OF EMERGENCY SERVICES) - AUTHORIZING AGREEMENT WITH NEW YORK FIRE &amp; SIGNAL CORPORATION TO PROVIDE HYDROSTATIC TESTING OF SCUBA AND OXYGEN CYLINDERS FOR THE OFFICE OF EMERGENCY SERVICES</b>	CONTRACT EXECUTED
549	<b>PUBLIC SAFETY (OFFICE OF EMERGENCY SERVICES) - AUTHORIZING AN EXTENSION AGREEMENT WITH THE CITY OF GLENS FALLS WITH RESPECT TO FIRE CAUSE AND ORIGIN INVESTIGATION SERVICES FOR THE OFFICE OF EMERGENCY SERVICES</b>	WAITING FOR SIGNATURE
550	<b>PUBLIC SAFETY (OFFICE OF EMERGENCY SERVICES) - AUTHORIZING AGREEMENT KRAKEN SCUBA TO PROVIDE SCUBA TRAINING SERVICES FOR THE WARREN COUNTY MARINE RESCUE TEAM AND THE WARREN COUNTY SHERIFF'S OFFICE DIVE TEAM</b>	CONTRACT EXECUTED
551	<b>PUBLIC SAFETY (SHERIFF) - AMENDING RESOLUTION NO. 213 OF 2021, AUTHORIZING AN AGREEMENT WITH WATCH SYSTEMS, LLC FOR REGISTERED SEX OFFENDER MANAGEMENT AND PUBLIC NOTIFICATION SOFTWARE AND SUPPORT FOR THE WARREN COUNTY SHERIFF'S OFFICE, TO CHANGE THE COMMENCEMENT DATE</b>	CONTRACT EXECUTED
552	<b>PUBLIC SAFETY (SHERIFF) - AUTHORIZING AGREEMENT WITH BEAR COMMUNICATIONS, INC. TO PROVIDE ANNUAL MAINTENANCE AND SERVICE OF THE COMMUNICATIONS CONSOLES IN THE WARREN COUNTY SHERIFF'S OFFICE EMERGENCY COMMUNICATIONS CENTER</b>	CONTRACT EXECUTED

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**DECEMBER 17, 2021 BOARD MEETING**

<b><u>RES. NO.</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>STATUS</u></b>
553	<b>PUBLIC SAFETY (SHERIFF) - ACCEPTING PROPOSAL AND AUTHORIZING AGREEMENT WITH TRINITY SERVICES GROUP, INC. FOR INMATE ACCOUNT SERVICES FOR THE WARREN COUNTY CORRECTIONAL FACILITY (WC 50-21)</b>	<b>CONTRACT EXECUTED</b>
554	<b>PUBLIC WORKS (DPW) - ACCEPTING PROPOSAL AND AUTHORIZING AGREEMENT WITH DARRAH LAND SURVEYING, PLLC TO PROVIDE PROFESSIONAL SURVEYOR SERVICES (WC 52-21)</b>	<b>CONTRACT EXECUTED</b>
555	<b>PUBLIC WORKS (DPW) - AWARDING BID AND AUTHORIZING AGREEMENT WITH VARIOUS BIDDERS FOR HEAVY HIGHWAY CONSTRUCTION (WC 62-21)</b>	<b>CONTRACTS EXECUTED</b>
556	<b>PUBLIC WORKS (DPW) - AWARDING BID AND AUTHORIZING AGREEMENT WITH STONE INDUSTRIES, LLC FOR ROUTINE PUMPING, CLEANING AND DISPOSAL FOR SEPTIC SYSTEMS (WC 63-21)</b>	<b>CONTRACT EXECUTED</b>
557	<b>PUBLIC WORKS (DPW) - AUTHORIZING MUNICIPAL SWIM™ GRANT AGREEMENT/INTERMUNICIPAL AGREEMENT WITH THE LAKE GEORGE ASSOCIATION AND THE FUND FOR LAKE GEORGE TO PARTICIPATE IN THE ROAD SALT REDUCTION PROGRAM</b>	<b>CONTRACT EXECUTED</b>
558	<b>PUBLIC WORKS (PARKS, RECREATION &amp; RAILROAD) - AMENDING RESOLUTION NO. 387 OF 2021, AUTHORIZING AGREEMENT WITH SOUTH WARREN SNOWMOBILE CLUB TO PROVIDE SNOWMOBILE TRAIL MAINTENANCE AND EQUIPMENT FOR 2021, TO CHANGE THE COMMENCEMENT DATE</b>	<b>CONTRACT EXECUTED</b>
559	<b>PUBLIC WORKS (PARKS, RECREATION &amp; RAILROAD) - AUTHORIZING AGREEMENT WITH HAGUE SNO-GOERS SNOWMOBILE CLUB TO PROVIDE SNOWMOBILE TRAIL MAINTENANCE AND EQUIPMENT FOR 2022</b>	<b>WAITING FOR SIGNATURE</b>
560	<b>PUBLIC WORKS (PARKS, RECREATION &amp; RAILROAD) - AUTHORIZING AGREEMENT WITH NORTHERN WARREN TRAILBLAZERS SNOWMOBILE CLUB TO PROVIDE SNOWMOBILE TRAIL MAINTENANCE AND EQUIPMENT FOR 2022</b>	<b>CONTRACT EXECUTED</b>

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 DECEMBER 17, 2021 BOARD MEETING

<b><u>RES. NO.</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>STATUS</u></b>
561	<b>PUBLIC WORKS (PARKS, RECREATION &amp; RAILROAD) - AUTHORIZING AGREEMENT WITH SOUTH WARREN SNOWMOBILE CLUB TO PROVIDE SNOWMOBILE TRAIL MAINTENANCE AND EQUIPMENT FOR 2022</b>	CONTRACT EXECUTED
562	<b>PUBLIC WORKS (PARKS, RECREATION &amp; RAILROAD) - AUTHORIZING AGREEMENT WITH THURMAN CONNECTION SNOWMOBILE CLUB TO PROVIDE SNOWMOBILE TRAIL MAINTENANCE AND EQUIPMENT FOR 2022</b>	CONTRACT EXECUTED
563	<b>PUBLIC WORKS (PARKS, RECREATION &amp; RAILROAD) - AUTHORIZING RENEWAL OF LICENSE AGREEMENT WITH REVOLUTION RAIL COMPANY FOR USE OF COUNTY OWNED RAILROAD TRACKS FOR 2022</b>	CONTRACT EXECUTED
564	<b>PUBLIC WORKS (PARKS, RECREATION &amp; RAILROAD) - AUTHORIZING EXTENSION OF AGREEMENT WITH GLAMPADK, LLC FOR USE OF THE WARREN COUNTY FAIRGROUNDS (WC 1-21)</b>	CONTRACT EXECUTED
565	<b>PUBLIC WORKS (PARKS, RECREATION &amp; RAILROAD) - AUTHORIZING AN AGREEMENT WITH SARATOGA SNOWMOBILE ASSOCIATION TO ALLOW SNOWMOBILES TO USE COUNTY RAILROAD RIGHT-OF-WAY PROPERTY FROM MP 55.89 (TOWN OF HADLEY) TO MP 58.65 (TOWN OF HADLEY)</b>	CONTRACT EXECUTED
566	<b>TOURISM &amp; OCCUPANCY TAX COORDINATION - AUTHORIZING CONTINUATION OF THE INTERMUNICIPAL AGREEMENT WITH THE VILLAGE OF LAKE GEORGE TO PROVIDE FUNDING FOR PROMOTION SPACE WITHIN THE LAKE GEORGE VISITOR CENTER</b>	CONTRACT EXECUTED
567	<b>TOURISM &amp; OCCUPANCY TAX COORDINATION - AUTHORIZING AGREEMENT WITH CATAMOUNT COLOR FOR PRINTING OF THE 2022 WARREN COUNTY SUMMER TRAVEL GUIDE</b>	CONTRACT EXECUTED
568	<b>TOURISM &amp; OCCUPANCY TAX COORDINATION - AUTHORIZING WARREN COUNTY TOURIST AND CONVENTION DEVELOPMENT AGREEMENT WITH THE ADIRONDACK CIVIC CENTER COALITION, INC. FOR OCCUPANCY TAX SPECIAL EVENT FUNDING</b>	CONTRACT EXECUTED
569	<b>TOURISM &amp; OCCUPANCY TAX COORDINATION - AUTHORIZING WARREN COUNTY TOURIST AND CONVENTION DEVELOPMENT AGREEMENT WITH THE LAKE GEORGE REGIONAL CONVENTION AND VISITORS BUREAU, INC. FOR OCCUPANCY TAX SPECIAL EVENT FUNDING</b>	CONTRACT EXECUTED

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 DECEMBER 17, 2021 BOARD MEETING

<b><u>RES. NO.</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>STATUS</u></b>
570	<b>TOURISM &amp; OCCUPANCY TAX COORDINATION</b> - AUTHORIZING AGREEMENTS WITH CERTAIN APPLICANTS FOR THE DISBURSEMENT OF 2022 OCCUPANCY TAX REVENUES	WINTER CARNIVAL, ADIRONDACK CYCLING, ADK FOLK SCHOOL, HYDE COLLECTION, BOYS BASKETBALL ARE ALL EXECUTED. ALL OTHERS IN PROCESS
571	<b>PERSONNEL, ADMINISTRATION &amp; HIGHER EDUCATION</b> - ENACTING LOCAL LAW NO. 1 OF 2022, ENTITLED "A LOCAL LAW FIXING THE SALARIES OF CERTAIN COUNTY OFFICERS AND EMPLOYEES OF WARREN COUNTY"	
572	<b>PERSONNEL, ADMINISTRATION &amp; HIGHER EDUCATION</b> - AMENDING TABLES OF ORGANIZATION AND WARREN COUNTY SALARY AND COMPENSATION PLAN FOR 2021 AND 2022 <i>AMENDED FROM THE FLOOR</i>	
573	<b>PERSONNEL, ADMINISTRATION &amp; HIGHER EDUCATION (COUNTY ATTORNEY)</b> - AUTHORIZING AGREEMENT WITH LEXISNEXIS FOR A SUBSCRIPTION FOR A LAW LIBRARY RESEARCH SYSTEM FOR THE COUNTY ATTORNEY'S OFFICE	CONTRACT EXECUTED
574	<b>PERSONNEL, ADMINISTRATION &amp; HIGHER EDUCATION (COUNTY TREASURER)</b> - RESOLUTION AUTHORIZING THE REMOVAL OF THE PAYROLL SUPERVISOR AND PAYROLL TECHNICIAN FROM THE CIVIL SERVICE EMPLOYEES ASSOCIATION, INC. (CSEA) BARGAINING UNIT	
575	<b>PERSONNEL, ADMINISTRATION &amp; HIGHER EDUCATION (HEALTH SERVICES)</b> - AMENDING RESOLUTION NOS. 156 OF 2020 AND 490 OF 2020, AMENDING TABLES OF ORGANIZATION AND WARREN COUNTY SALARY AND COMPENSATION PLAN FOR 2020, TO INCREASE THE NUMBER OF PER DIEM PUBLIC HEALTH ASSISTANT POSITIONS FOR THE HEALTH SERVICES DEPARTMENT	
576	<b>PERSONNEL, ADMINISTRATION &amp; HIGHER EDUCATION (HEALTH SERVICES)</b> - AUTHORIZING PAYOUT OF TIME OFF EARNED BY THE ASSISTANT DIRECTOR OF HOME CARE, THE ASSISTANT DIRECTOR OF PUBLIC HEALTH, AND THE DIRECTOR OF PUBLIC HEALTH AND PATIENT SERVICES IN 2020 AND 2021	

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<b><u>RES. NO.</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>STATUS</u></b>
577	<b>PERSONNEL, ADMINISTRATION &amp; HIGHER EDUCATION (INFORMATION TECHNOLOGY)</b> - RATIFYING THE ACTIONS OF THE CHAIR OF THE BOARD OF SUPERVISORS REGARDING EXECUTION OF A CONTINUATION OF AGREEMENT WITH WINDSTREAM ENTERPRISE TO PROVIDE TELEPHONE SERVICE FOR THE INFORMATION TECHNOLOGY DEPARTMENT	CONTRACT EXECUTED
578	<b>PERSONNEL, ADMINISTRATION &amp; HIGHER EDUCATION (SELF-INSURANCE ADMINISTRATION)</b> - AUTHORIZING RENEWAL OF WARREN COUNTY'S PROPERTY AND CASUALTY INSURANCE FOR 2022 AND AUTHORIZING PAYMENTS FOR SAME	EXECUTED
579	<b>PERSONNEL, ADMINISTRATION &amp; HIGHER EDUCATION (SELF-INSURANCE ADMINISTRATION)</b> - AUTHORIZING ADMINISTRATOR OF THE SELF-INSURANCE DEPARTMENT TO SERVE AS TREASURER OF THE NEW YORK STATE ASSOCIATION OF SELF INSURED COUNTIES	
580	<b>PERSONNEL, ADMINISTRATION &amp; HIGHER EDUCATION (SELF-INSURANCE ADMINISTRATION)</b> - AUTHORIZING AMY CLUTE, SELF-INSURANCE ADMINISTRATOR, TO SERVE AS PRESIDENT OF THE EMPIRE STATE SAFETY ASSOCIATION	
581	<b>PERSONNEL, ADMINISTRATION &amp; HIGHER EDUCATION (SELF-INSURANCE ADMINISTRATION)</b> - AUTHORIZING AN AGREEMENT WITH BILL LINDLOFF OF PRO CUTS TO PROVIDE CHAINSAW SAFETY TRAINING COURSE	WAITING FOR BILL LINDLOFF TO SIGN
582	<b>FINANCE (COUNTY ADMINISTRATOR)</b> - AUTHORIZING AGREEMENT WITH NEW YORK STATE INDUSTRIES FOR THE DISABLED, INC. TO PROVIDE MAIL FULFILLMENT SERVICES FOR WARREN COUNTY	CONTRACT EXECUTED
583	<b>FINANCE (COUNTY ADMINISTRATOR)</b> - ADOPTING REVISED CREDIT CARD POLICY FOR WARREN COUNTY	
584	<b>FINANCE (COUNTY TREASURER)</b> - AUTHORIZING THE COUNTY TREASURER TO COMPLETE A PROPERTY TAX SETTLEMENT FOR ELEVEN (11) PARCELS OWNED BY NORTHWEST BAY PARTNERS, LTD, TOWN OF BOLTON, WARREN COUNTY	

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 DECEMBER 17, 2021 BOARD MEETING

<b><u>RES. NO.</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>STATUS</u></b>
585	<b>FINANCE (COUNTY TREASURER)</b> - AUTHORIZING GLENS FALLS NATIONAL BANK & TRUST COMPANY TO ISSUE A LETTER OF CREDIT ON BEHALF OF WARREN COUNTY TO BLUE SHIELD OF NORTHEASTERN NEW YORK AS AN ALTERNATIVE TO PRE-FUNDING THE HEALTH INSURANCE ACCOUNT	
586	<b>FINANCE (COUNTY TREASURER)</b> - AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE GENERAL FUND UNAPPROPRIATED SURPLUS TO THE COMMUNITY COLLEGE - TUITION BUDGET TO COVER OUT-OF-COUNTY COMMUNITY COLLEGE COSTS; AMENDING 2021 WARREN COUNTY BUDGET	
587	<b>FINANCE (DPW)</b> - INCREASING CAPITAL PROJECT NO. H396, EAST RIVER DRIVE (CR 16) & CALL STREET (CR 32) REHABILITATION; AUTHORIZING TRANSFER OF FUNDS; AND AMENDING 2021 WARREN COUNTY BUDGET	
588	<b>FINANCE (DPW)</b> - INCREASING CAPITAL PROJECT NO. H381, SOUTH JOHNSBURG ROAD (CR 57) OVER MILL CREEK BRIDGE REPLACEMENT PROJECT; AUTHORIZING TRANSFER OF FUNDS; AND AMENDING 2021 WARREN COUNTY BUDGET	
589	<b>FINANCE (OFFICE OF COMMUNITY SERVICES)</b> - AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE GENERAL FUND UNAPPROPRIATED SURPLUS TO THE OFFICE OF COMMUNITY SERVICES BUDGET TO COVER THE COST OF COURT-ORDERED NEW YORK STATE CRIMINAL PROCEDURE LAW 730 COMPETENCY EXAMINATION AND RESTORATION EXPENSES; AMENDING 2021 WARREN COUNTY BUDGET	
590	<b>FINANCE (OFFICE OF EMERGENCY SERVICES/PLANNING &amp; COMMUNITY DEVELOPMENT)</b> - AUTHORIZING COUNTY TREASURER TO CLOSE CAPITAL PROJECTS	
591	<b>FINANCE (PLANNING &amp; COMMUNITY DEVELOPMENT)</b> - INCREASING CAPITAL PROJECT NO. H372, FIRST WILDERNESS PLAN IMPLEMENTATION 2016; AUTHORIZING TRANSFER OF FUNDS; AND AMENDING 2021 WARREN COUNTY BUDGET	

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<b><u>RES. NO.</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>STATUS</u></b>
592	<b>FINANCE (PLANNING &amp; COMMUNITY DEVELOPMENT)</b> - INCREASING CAPITAL PROJECT NO. H292, FIRST WILDERNESS HERITAGE CORRIDOR - MAKING THE CONNECTION; AUTHORIZING TRANSFER OF FUNDS; AND AMENDING 2021 WARREN COUNTY BUDGET	CONTRACT EXECUTED
593	<b>FINANCE (PLANNING &amp; COMMUNITY DEVELOPMENT)</b> - AUTHORIZING AGREEMENT WITH NEW YORK STATE OFFICE OF INFORMATION TECHNOLOGY SERVICES TO ACQUIRE NEW IMAGERY FOR WARREN COUNTY FOR THE PLANNING DEPARTMENT	CONTRACT EXECUTED
594	<b>FINANCE (PLANNING &amp; COMMUNITY DEVELOPMENT)</b> - AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE GENERAL FUND UNAPPROPRIATED SURPLUS TO THE PLANNING BUDGET TO COVER THE COST OF THE CONTRACT WITH THE NEW YORK OFFICE OF INFORMATION TECHNOLOGY SERVICES; AMENDING 2021 WARREN COUNTY BUDGET <b>RESOLUTION WITHDRAWN</b>	WAITING FOR SIGNATURE
595	<b>FINANCE (PLANNING &amp; COMMUNITY DEVELOPMENT)</b> - AMENDING AGREEMENT WITH L&S ENERGY SERVICES TO CONDUCT A LEVEL 2 ENERGY AUDIT FOR THE WARREN COUNTY MUNICIPAL CENTER, TO EXTEND THE TERMINATION	WAITING FOR SIGNATURE
596	<b>FINANCE (SHERIFF)</b> - AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE GENERAL FUND UNAPPROPRIATED SURPLUS TO THE SHERIFF'S BUDGET TO COVER THE COSTS OF DEFICITS CREATED FROM THE RATIFICATION OF COLLECTIVE BARGAINING AGREEMENTS WITH THE POLICE BENEVOLENT ASSOCIATION (PBA), THE SHERIFF'S EMPLOYEES ALLIANCE AND UNANTICIPATED OPERATING EXPENDITURES THROUGHOUT THE YEAR; AMENDING 2021 WARREN COUNTY BUDGET	CONTRACTS EXECUTED EXCEPT FOR CHESTER
597	<b>FINANCE</b> - ALLOCATING FUNDING EARMARKED FOR COMBATING AQUATIC INVASIVE SPECIES IN PUBLICLY ACCESSIBLE WATER BODIES IN WARREN COUNTY OTHER THAN LAKE GEORGE AND AUTHORIZING INTERMUNICIPAL AGREEMENTS FOR THE YEAR 2022	CONTRACTS EXECUTED EXCEPT FOR CHESTER

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<b><u>RES. NO.</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>STATUS</u></b>
598	<b>FINANCE - AUTHORIZING AGREEMENT WITH AND PAYMENT TO THE LAKE GEORGE PARK COMMISSION FOR INVASIVE SPECIES PREVENTION AND ERADICATION EFFORTS FOR LAKE GEORGE, SPECIFICALLY FOR THE COMMISSION'S 2022 BOAT INSPECTION AND BOAT WASHING PROGRAM</b>	<b>WAITING FOR SIGNATURE</b>
599	<b>FINANCE - AUTHORIZING AGREEMENT WITH ADIRONDACK NORTH COUNTRY ASSOCIATION FOR PROMOTIONAL AND ECONOMIC DEVELOPMENT</b>	<b>WAITING FOR SIGNATURE</b>
600	<b>FINANCE - AUTHORIZING AGREEMENT WITH ADIRONDACK PARK LOCAL GOVERNMENT REVIEW BOARD FOR FUNDING OF OPERATING COSTS</b>	<b>CONTRACT EXECUTED</b>
601	<b>FINANCE - AUTHORIZING AGREEMENT WITH THE CITY OF GLENS FALLS FOR CAPITAL IMPROVEMENTS AND OPERATION AND MAINTENANCE FOR VARIOUS RECREATIONAL FACILITIES</b>	<b>CONTRACT EXECUTED</b>
602	<b>FINANCE - AUTHORIZING AGREEMENT WITH CORNELL COOPERATIVE EXTENSION ASSOCIATION OF WARREN COUNTY</b>	<b>WAITING FOR SIGNATURE</b>
603	<b>FINANCE - AUTHORIZING AGREEMENT WITH CORNELL COOPERATIVE EXTENSION ASSOCIATION OF WARREN COUNTY FOR THEIR YOUTH CAMPING PROGRAM</b>	<b>CONTRACT EXECUTED</b>
604	<b>FINANCE - AUTHORIZING AGREEMENT WITH ECONOMIC DEVELOPMENT CORPORATION, WARREN COUNTY, NEW YORK, FOR ECONOMIC DEVELOPMENT PROGRAM FOR 2022</b>	<b>WAITING FOR SCOPE OF SERVICES</b>
605	<b>FINANCE - AUTHORIZING PAYMENT TO LAKE CHAMPLAIN-LAKE GEORGE REGIONAL PLANNING BOARD</b>	
606	<b>FINANCE - AUTHORIZING AGREEMENT WITH LAKES TO LOCKS PASSAGE FOR PROMOTIONAL AND ECONOMIC DEVELOPMENT</b>	<b>WAITING FOR INSURANCE</b>
607	<b>FINANCE - AUTHORIZING PAYMENT TO SOUTHERN ADIRONDACK LIBRARY SYSTEM</b>	
608	<b>FINANCE - AUTHORIZING AGREEMENT WITH THE WARREN COUNTY HISTORICAL SOCIETY FOR CONTINUATION OF HISTORICAL PROGRAMS</b>	<b>CONTRACT EXECUTED</b>

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 DECEMBER 17, 2021 BOARD MEETING

<b><u>RES. NO.</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>STATUS</u></b>
609	FINANCE - AUTHORIZING AGREEMENT WITH THE WARREN COUNTY LOCAL DEVELOPMENT CORPORATION TO ADMINISTER AND PERFORM ECONOMIC DEVELOPMENT PROGRAMS AND INITIATIVES, COUNTY AND COMMUNITY PLANNING SERVICES AND GRANT/LOAN PROGRAMS	CONTRACT EXECUTED
610	FINANCE - AUTHORIZING PAYMENT TO THE WARREN COUNTY SOIL & WATER CONSERVATION DISTRICT FOR 2022	
611	FINANCE - FIXING THE TAX RATES	
612	FINANCE - LEVYING UNPAID SCHOOL TAXES AND PENALTIES - 2021	
613	FINANCE - AUTHORIZING RELEVY OF DELINQUENT VILLAGE OF LAKE GEORGE TAXES TOGETHER WITH PENALTIES AND INTEREST	
614	FINANCE - LEVYING UNCOLLECTED SEWER AND WATER RENTS IN SEVERAL TOWNS	
615	FINANCE - ACKNOWLEDGING REQUEST FROM THE CITY OF GLEN FALLS FOR LEVY OF 2022 WATER RENTS	
616	FINANCE - ACKNOWLEDGING REQUESTS FROM THE TOWNS OF QUEENSBURY AND WARRENSBURG FOR LEVY OF 2021 PROPERTY MAINTENANCE EXPENSES	
617	FINANCE - LEVYING SUM OF WARRENSBURG - THURMAN CONSOLIDATED HEALTH DISTRICT	
618	FINANCE - AUTHORIZING WARREN COUNTY TREASURER TO CREDIT THE 2022 CRANDALL LIBRARY DISTRICT TAX LEVY FOR THE TOWN OF QUEENSBURY	
619	FINANCE - AUTHORIZING TOWN/CITY EXEMPTION REMOVALS	
620	FINANCE - AUTHORIZING PAYMENTS TO SUNY ADIRONDACK	
621	FINANCE - AUTHORIZING CHAIR AND CLERK OF THE BOARD TO ISSUE TAX WARRANTS	

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<b><u>RES. NO.</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>STATUS</u></b>
622	FINANCE - FIXING DATE OF ORGANIZATION MEETING	
623	<b>SUPERVISORS FRASIER AND MAGOWAN</b> - WAIVING THE STANDING RULE OF THE BOARD RELATING TO THE REQUIREMENT THAT ALL RESOLUTIONS BE APPROVED THROUGH THE ESTABLISHED COMMITTEE STRUCTURE IN ADVANCE OF A BOARD MEETING IN ORDER TO ENTERTAIN A RESOLUTION RATIFYING THE ACTIONS OF THE COUNTY TREASURER IN OBTAINING THE SERVICES OF FITZGERALD MORRIS BAKER FIRTH, P.C. FOR BOND COUNSEL SERVICES IN RELATION TO CERTAIN SERIAL BONDS PREVIOUSLY AUTHORIZED BY THE WARREN COUNTY BOARD OF SUPERVISORS AND AUTHORIZING A RETROACTIVE AGREEMENT FOR SAME	<b>CONTRACT EXECUTED</b>
624	<b>SUPERVISORS MAGOWAN AND FRASIER</b> - RATIFYING THE ACTIONS OF THE COUNTY TREASURER IN OBTAINING THE SERVICES OF FITZGERALD MORRIS BAKER FIRTH, P.C. FOR BOND COUNSEL SERVICES IN RELATION TO CERTAIN SERIAL BONDS PREVIOUSLY AUTHORIZED BY THE WARREN COUNTY BOARD OF SUPERVISORS AND AUTHORIZING A RETROACTIVE AGREEMENT FOR SAME	
	<i>RESOLUTION NOS. 522-622 AND FLOOR RESOLUTION NOS. 1 AND 2 (NOW RESOLUTION NOS. 623 AND 624) WERE DISTRIBUTED TO THE MEMBERS OF THE BOARD OF SUPERVISORS ON TUESDAY DECEMBER 14, 2021</i>	
625	<b>SUPERVISORS BRAYMER AND MAGOWAN</b> - WAIVING THE STANDING RULE OF THE BOARD RELATING TO THE REQUIREMENT THAT ALL RESOLUTIONS BE APPROVED THROUGH THE ESTABLISHED COMMITTEE STRUCTURE IN ADVANCE OF A BOARD MEETING IN ORDER TO ENTERTAIN RESOLUTIONS AMENDING THE WARREN COUNTY BUDGET FOR 2021 AND MAKING SUPPLEMENTAL APPROPRIATIONS	
626	<b>SUPERVISORS GERAGHTY AND SMITH</b> - AMENDING WARREN COUNTY BUDGET FOR 2021	
627	<b>SUPERVISORS SHEPLER AND FRASIER</b> - MAKING SUPPLEMENTAL APPROPRIATIONS	

**RESOLUTION TRACKING REPORT**  
DECEMBER 17, 2021 BOARD MEETING

<b><u>RES. NO.</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>STATUS</u></b>
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FLOOR RESOLUTION NOS. 3, 4 AND 5 (NOW RESOLUTION NOS. 625-627) WERE  
DISTRIBUTED TO THE MEMBERS OF THE BOARD OF SUPERVISORS ON DECEMBER 16,  
2021 628

628 **SUPERVISORS BRUNO AND MAGOWAN** - WAIVING THE STANDING RULE OF THE BOARD RELATING TO THE REQUIREMENT THAT ALL RESOLUTIONS BE APPROVED THROUGH THE ESTABLISHED COMMITTEE STRUCTURE IN ADVANCE OF A BOARD MEETING IN ORDER TO ENTERTAIN A RESOLUTION AUTHORIZING THE CHAIR OF THE BOARD TO EXECUTE A LETTER IN SUPPORT OF GLENS FALLS HOSPITAL'S APPLICATION FOR FUNDING UNDER THE STATEWIDE HEALTH CARE FACILITY TRANSFORMATION PROGRAM

629 **SUPERVISORS DIAMOND AND BRAYMER** - AUTHORIZING THE CHAIR OF THE BOARD TO EXECUTE A LETTER IN SUPPORT OF GLENS FALLS HOSPITAL'S APPLICATION FOR FUNDING UNDER THE STATEWIDE HEALTH CARE FACILITY TRANSFORMATION PROGRAM

630 **SUPERVISORS BRUNO AND GERAGHTY** - WAIVING THE STANDING RULE OF THE BOARD RELATING TO THE REQUIREMENT THAT ALL RESOLUTIONS BE APPROVED THROUGH THE ESTABLISHED COMMITTEE STRUCTURE IN ADVANCE OF A BOARD MEETING IN ORDER TO ENTERTAIN A RESOLUTION AUTHORIZING THE COUNTY ATTORNEY TO PROVIDE WRITTEN NOTIFICATION TO CVE NORTH AMERICA OF THE COUNTY'S INTENT TO NEGOTIATE A CONTRACT IN LIEU OF TAXES UPON CERTAIN PROPERTY LOCATED OFF OF QUAKER RIDGE BOULEVARD, TOWN OF QUEENSBURY

631 **SUPERVISORS BRAYMER AND BRUNO** - AUTHORIZING THE COUNTY ATTORNEY TO PROVIDE WRITTEN NOTIFICATION TO CVE NORTH AMERICA OF THE COUNTY'S INTENT TO NEGOTIATE A CONTRACT IN LIEU OF TAXES UPON CERTAIN PROPERTY LOCATED OFF OF QUAKER RIDGE BOULEVARD, TOWN OF QUEENSBURY

RESOLUTION NOS. 628-631 WERE APPROVED FROM THE FLOOR DURING THE BOARD MEETING

**RESOLUTION REQUEST FORM NO. 11*****Request to Create New Position*****DEPARTMENT NAME:** Warren/Hamilton Counties Office for the Aging**DATE:** 2/9/2022

- (a) Title of Requested Position: **Services Assistant - Office for the Aging #4**
- (b) Annual **Base** Salary (and Grade if Applicable): **\$36,414; Grade 7**
- (c) Effective Date for New Position:\* **2/22/2022**  
\*Please do not backdate unless the purpose is to correct an error.
- (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):  
**Typist; Grade 3; \$30,373**
- (e) Where are Funds in the Budget for this Position? List Budget Code, Object Code, Full Title and Amount:  
**A6772.110**
- (f) Has Personnel Officer Reviewed and Approved of the New Position Title? (This is necessary **BEFORE** bringing the request to committees.)  
**Yes**
- (g) Is this a mandated position? If so, please explain:  
**NO**
- (h) Is there expected revenue from this position? If so, please explain:  
**NO**

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: Office for the Aging Payroll Dept. No: 57.01
Title of Position: Services Assistant-Office for the Aging #4 Base Salary of Position: \$36,414 Grade: 7
Filling at Step # (If Known):
Budget code and title: A6772.110 Warren - Salaries FT Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No./Last Name: Date of Vacancy: 3/21/22 (due to creation)
Is this position mandated? Yes No Is the position reimbursable? Yes No
Source of reimbursement: Federal % State 90 % 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. 2/19/22

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 [Signature] Date 2/25/22

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 Frank E. Thomas Date 2/24/22

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee HEALTH SERVICES
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 Edna A. Tracia Date 02/25/2022

**SERVICES ASSISTANT- OFFICE FOR THE AGING**

**DISTINGUISHING FEATURES OF THE CLASS:** This position involves responsibility for assisting higher level staff in the support of Office for the Aging programs. Duties may include assignments in the areas of client services assessments, Home Energy Assistance Program, volunteer coordination and other Department program and services functions. The work is performed under the general supervision of the Director of the Office for the Aging with some leeway allowed for the exercise of independent judgment. Performs related work as required.

**TYPICAL WORK ACTIVITIES:** (Illustrative only)

Works directly with clients or their delegates to identify agencies and individuals offering appropriate services;

Performs home visit assessments in accordance with NYSOFA requirements to determine needs and well-being of clients and potential clients;

Assists in obtaining appropriate services for clients;

Assists clients in completing applications for various program services such as HEAP, Medicaid, MSP, Medicare, Social Security, STAR, Veteran's benefits, SNAP etc.;

Assists in the coordination of the Volunteer program for meal sites and medical transportation program;

Assists high level staff in a variety of tasks in support of Department programs and services;

Distributes and relates information about resources and services available to the elderly in the community;

Assists in the preparation and distribution of a variety of public relations materials including newsletters and news releases for local papers;

Serves as first point of contact for visitors and callers, ascertains their business, answers their questions, assists as required or refers them to the proper Department administrator;

Prepares and maintains a variety of program records and reports;

Uses computer applications or other automated systems such as spread sheets, word processing, calendar, email and database software in performing work assignments;

May speak along with other Department staff before senior and other community groups to provide information on departmental programs;

Performs assigned office or program tasks to assist Department requirements.

**REQUIRED KNOWLEDGE, SKILLS ABILITIES AND ATTRIBUTES:** Good knowledge of programs and services available through the Office for the Aging and other service providers; good knowledge of office terminology, procedures and equipment; ability to operate a computer with a high degree of accuracy and utilize common office software programs including work processing, spreadsheets and databases to generate necessary reports; ability to communicate clearly and effectively both verbally and in writing; ability to show empathy for the problems and feelings of the senior population, tact and courtesy, integrity.

**MINIMUM QUALIFICATIONS:** Either:

- A. Graduation from a regionally accredited or New York State registered college or university with an Associate's Degree in Social or Behavioral Sciences, Human Services, Business Administration or related field; or
- B. Graduation from high school or possession of a high school equivalency diploma and two years of full-time paid experience, (or its part-time equivalent) providing services to seniors.

**SPECIAL REQUIREMENT:** Possession of a New York State driver's license at time of appointment.

WC: 5.21 JC: Competitive

**RESOLUTION REQUEST FORM NO. 11****Request to Create New Position****DEPARTMENT NAME:** Tourism Department**DATE:** February 25, 2022

- (a) Title of Requested Position: **Principal Account Clerk - Per Diem**
- (b) Annual **Base** Salary (and Grade if Applicable): **Grade 10-22/\$24.7685/hr**
- (c) Effective Date for New Position:\* **4/4/2022**  
\*Please do not backdate unless the purpose is to correct an error.
- (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):  
  
**Defund Full Time position, Salary \$51,518, Grade 10 - 23**
- (e) Where are Funds in the Budget for this Position? List Budget Code, Object Code, Full Title and Amount:  
  
**A,6417.0001 110 Principal Account Clerk Full Time salary \$51,518 Grade 10-23**
- (f) Has Personnel Officer Reviewed and Approved of the New Position Title? (This is necessary **BEFORE** bringing the request to committees.)  
  
**Yes**
- (g) Is this a mandated position? If so, please explain:  
**No**
- (h) Is there expected revenue from this position? If so, please explain:  
  
**No**

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: Tourism Department Payroll Dept. No: 5303
Title of Position: Principal Account Clerk - Per Diem Base Salary of Position: 35,000 Grade: 10-22
Filling at Step # (If Known): \$24.7685/hr
Budget code and title: Salaries -Part Time Tourism A.6417.0001.130 Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No./Last Name: 9949/Grant Date of Vacancy: March 31, 2022
Is this position mandated? Yes No Is the position reimbursable? Yes No (creation)
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: DPW.Maintenance Payroll Dept. No: 19.63Title of Position: MEO (L) #12 Base Salary of Position: \$36414 Grade: 7

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

Budget code and title: D.5110 MEO (L) #12 Union  Non-Union This position is vacated due to:  Retirement  Resignation  Termination  Promotion  OtherEmployee No./Last Name: 13575/ Augusta Date of Vacancy: 02/05/2022Is this position mandated?  Yes  No Is the position reimbursable?  Yes  NoSource 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: Office for the Aging Payroll Dept. No: 57.01
Title of Position: Meal Site Cook #7 Base Salary of Position: \$ (25hr/week) Grade: 2
Filling at Step # (If Known): \$18,584
Budget code and title: A6771.110 Nutrition Program Hamilton - Salaries PT Union [checked] Non-Union [ ]
This position is vacated due to: [ ] Retirement [checked] Resignation [ ] Termination [ ] Promotion [ ] Other
Employee No./Last Name: 13594/Burnett Date of Vacancy: 2/11/2022
Is this position mandated? [ ] Yes [checked] No Is the position reimbursable? [checked] Yes [ ] No
Source of reimbursement: [ ] Federal % [checked] State 75 % [checked] Other 25 % Hamilton County

CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

[ ] Competitive-active eligible list [ ] Competitive-no list (hiring would be provisional) [checked] 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

[checked] The Administrator has no objection to the filling of the vacancy.
[ ] The Administrator objects to the filling of the vacancy.
Administrator Signature Date 2/15/22

BUDGET OFFICER COMPLETES THIS SECTION

[checked] 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 2/16/22

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee HEALTH SERVICES
[checked] 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 02/25/2022

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 #48 Base Salary of Position: \$44,735 (1st Yr) Grade:
Filling at Step # (If Known): \$45,854
Budget code and title: A.3110 110 Sheriff's Law Enforcement Salaries - Regular Union [X] Non-Union [ ]
This position is vacated due to: [X] Retirement [ ] Resignation [ ] Termination [ ] Promotion [ ] Other
Employee No./Last Name: #10895/Howse Date of Vacancy: 02/26/2022
Is this position mandated? [ ] Yes [X] No Is the position reimbursable? [ ] Yes [X] No
Source of reimbursement: [ ] Federal [ ] State [ ] Other

CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

[X] 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

[X] The Administrator has no objection to the filling of the vacancy.
[ ] The Administrator objects to the filling of the vacancy.

Administrator Signature [Signature] Date 2/18/22

BUDGET OFFICER COMPLETES THIS SECTION

[X] 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 [Signature] Date 2/24/22

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: Tourism Department Payroll Dept. No: 5308
Title of Position: Tourism Director of Tourism Base Salary of Position: 65,566-107,533 (004-15 entry)
90,783 (current)
Filling at Step # (If Known):
Budget code and title: Salaries -Full-time A.6417.0001.110 Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No./Last Name: 5808/Conley Date of Vacancy: May 27, 2022
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. PCN 2/15/22
Human Resources Director has approved this form when initialed. AF 2/15/22

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 [Signature] Date 2/28/22

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 Frank E. Thomas Date 2/28/22

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