



OFFICE OF LEWIS COUNTY BOARD OF LEGISLATORS

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February 13, 2017

TO: Media

FROM: Teresa Clerk, Clerk of the Board

A handwritten signature in black ink, appearing to be "T. Clerk".

A Special meeting of the Lewis County Board of Legislators will be held on Friday, **February 17, 2017** to begin at **4:00 p.m.** in the second floor legislative chambers at the Court House, Lowville, New York 13367. The primary purpose is for a County Attorney briefing on the negotiated terms of the Agreement between the County and Jefferson Community College for the Extension Center, and to review the engineer/architect proposals.

Resolutions presented for action are attached. Any business deemed necessary may be conducted.

**RESOLUTION NO. 91 - 2017**

**RESOLUTION AMENDING RESOLUTION NO. 65-2017 TO CORRECT DATE OF  
UNEXPIRED SIX-YEAR TERM OF DIRECTOR OF  
HUMAN RESOURCES/PERSONNEL OFFICER**

Introduced by Legislator Bryan Moser, Chairman of the Human Resources Committee.

WHEREAS, Resolution No. 65-2017 entitled “Resolution Appointing Director of Human Resources/Personnel Officer” set forth the incorrect date (August 17, 2017) for the expiration date of the six-year term of Director of Human Resources/Personnel Officer instead of August 31, 2017, the correct date. By this Resolution, the Board of Legislators seeks to amend Resolution No. 65-2017 to correct the date; and

WHEREAS, pursuant to Local Law No. 2 – 2010, the Board of Legislators heretofore established the Lewis County Human Resources Department (“Department”) and empowered the Department to perform human resource management services for all employees of Lewis County, under the direction of the Director of Human Resources/Personnel Officer; and

WHEREAS, pursuant to Resolution No. 88-2011 the Board of Legislators combined the Human Resources Departments for the County and Lewis County General Hospital under one single Director of Human Resources to oversee and manage the human resource function for all County employees, and for that person to also serve and administer the Civil Service Law as the Personnel Officer and serve in said position for a six year term and filled said position; and

WHEREAS, by Resolution No. 256-2013, the Board of Legislators appointed James A. Swords, commencing June 17, 2013 to fill the position and unexpired six-year term of Director of Human Resources/Personnel Officer; with said six-year term expiring on August 31, 2017; and

WHEREAS, by Resolution No. 43-2017, the Board of Legislators rescinded Resolution No. 88-2011 in so far as to terminate the combined Human Resources Departments of the County and Lewis County General Hospital (LCGH) under a single Director, and established and reconfigured the Lewis County Human Resources Department for all County employees except for employees of the LCGH , and established the position and office of Director of Human Resources/Personnel Officer for all County employees other that LCGH employees; and

WHEREAS, due to the resignation of the current Director of Human Resources and Personnel Officer for Lewis County, effective February 3, 2016, whose six-year term as Personnel Officer expires on August 31, 2017, the Board of Legislators seeks to fill the position of Director of Human Resources/Personnel Officer, who will oversee and manage the human resource functions for County Employees other than LCGH employees, and who will also serve as the Personnel Officer for the County of Lewis;

NOW THEREFORE, be it resolved as follows:

Section 1. The Board of Legislators hereby appoints Christopher S. Boulio to the position of Director of Human Resources/Personnel Officer ("Director") for the County (other than Lewis County General Hospital Employees) commencing Monday, February 13, 2017, who shall serve for the unexpired six-year term of the prior Director pursuant to Civil Service Law § 15 (1)(b), i.e., through August 31, 2017.

Section 2. That the newly appointed Director shall be subject to re-appointment by the Board of Legislators for a six-year term as Director/Personnel Officer pursuant to CSL § 15(1)(b) upon the completion of the unexpired term of his current appointment.

Section 3. That the compensation for this position is hereby set at \$70,000 and may be amended or modified at any time by further action of this Board.

Section 4. That the Board of Legislators acknowledges that the appointee is a resident of an adjoining County and waives any residency requirement.

Section 5. That this Resolution shall take effect immediately.

Moved by Legislator \_\_\_\_\_, seconded by Legislator \_\_\_\_\_, and adopted.

**RESOLUTION NO. 92 - 2017**

**RESOLUTION AUTHORIZING PUBLIC SAFETY ANSWERING POINTS GRANT AGREEMENT WITH NEW YORK STATE DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES –SHERIFF’S DEPARTMENT**

Introduced by Legislator Jerry King, Chairman of the Courts and Law Enforcement Committee.

WHEREAS, the Sheriff’s Department has received notification of grant approval from the NYS Division of Homeland Security and Emergency Management Services for funding in the amount of \$179,053.00, to assist with maintenance fees of phone and other equipment, dispatch systems, and the redundant center.

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. That the Board of Legislators hereby approves the Public Safety Answering Points Grant Agreement between the County of Lewis and the NYS Division of Homeland Security and Emergency Services in the amount of \$179,053.00, to assist with maintenance fees of phone and other equipment, dispatch systems, personnel costs, training dispatch personnel for suicidal callers, active shooter and hostage negotiation and to enhance the redundant center for, the grant period from 1/1/2016 to 12/31/2016.

Section 2. That the Chairman, or Vice-Chairman, of the Board of Legislators be and the same is hereby authorize to execute, seal and deliver said Grant Agreement.

Section 3. That the within resolution shall take effect immediately.

Moved by Legislator \_\_\_\_\_, seconded by Legislator \_\_\_\_\_, and adopted.

**RESOLUTION NO. 93 - 2017**

**RESOLUTION AUTHORIZING AGREEMENT BETWEEN  
LEWIS COUNTY SHERIFF'S DEPARTMENT  
AND TRANSITIONAL LIVING SERVICES  
OF NORTHERN NEW YORK**

Introduced by Legislator Jerry King, Chairman of the Courts and Law Committee.

WHEREAS, pursuant to Correction Law § 500-c, the Lewis County Sheriff (the "Sheriff") is responsible for the custody of inmates in the Lewis County Public Safety Building; and

WHEREAS, in such capacity, the Sheriff needs to obtain mental health counseling or other related mental health services for the inmates in the Sheriff's custody; and

WHEREAS, Transitional Living Services of Northern New York ("TLS") has offered to provide those services for the inmates at Lewis County Public Safety Building; and

WHEREAS, the Sheriff has considered the contract for TLS, and recommends to the Board of Legislators to enter into such Contract.

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. That the Board of Legislators hereby approves the contract by and between the County of Lewis and Transitional Living Services of Northern New York, to provide mental health counseling or other related mental health services for the inmates in the Sheriff's custody for the term beginning January 1, 2017 and ending December 31, 2017 at a cost of \$150.00 per hour.

Section 2. That the Chairman or Vice-Chairman of the Board of Legislators is hereby authorized to make, execute, seal and deliver such Agreement, upon such form as may be approved by the County Attorney.

Section 3. That the within resolution shall take effect immediately.

Moved by Legislator \_\_\_\_\_, seconded by Legislator \_\_\_\_\_,  
and adopted.

**RESOLUTION NO. 94 - 2017**

**RESOLUTION TO TRANSFER FUNDS  
SHERIFF'S DEPARTMENT**

Introduced by Legislator Jerry King, Chairman of the Courts and Law Enforcement Committee.

BE IT RESOLVED, as follows:

Section 1. That the following budget transfer is hereby approved in the Sheriff's Department accounts to cover candidates' room expenses:

<u>From:</u>	<u>Amount</u>
A0311000 470300 Vehicle Exp	\$8,000.00

<u>To:</u> A0311000 450700 Travel	\$8,000.00
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Section 2. That the within resolution shall take effect immediately.

Moved by Legislator \_\_\_\_\_, seconded by Legislator \_\_\_\_\_,  
and adopted.

**RESOLUTION NO. 95 - 2017**

**RESOLUTION AUTHORIZING AGREEMENT BETWEEN  
THE COUNTY OF LEWIS AND UNITED RADIO, INC.  
FOR ONGOING/PREVENTIVE MAINTENANCE ON THE PUBLIC SAFETY RADIO  
SYSTEM FOR THE EMERGENCY COMMUNICATIONS SYSTEM**

Introduced by Legislator Jerry King, Chair of the Courts & Law Enforcement Committee.

WHEREAS, the County of Lewis recently completed the implementation of a modernization of its existing public safety radio communications system. The primary radio system equipment was provided by EF Johnson Corporation and the microwave data system equipment was provided by Aviat Networks; and

WHEREAS, a Request for Proposals (RFP) was issued in December, 2016 to provide necessary Public Safety Radio System Maintenance and Repair Services as described in the RFP; and

WHEREAS, in January, 2017, the Courts & Law Committee and 911 Communications Team received proposals in response to the RFP reviewed the proposals together with the assistance of County staff and the County's technical consultants; and

WHEREAS, upon a full review and analysis of all proposals, the Courts & Law Committee finds United Radio, Inc. to be the lowest responsible bidder to have submitted a proposal that meets the County's performance specification and requirements as outlined in the Request For Proposals issued on or about December 20, 2016, together with addendums thereon. Therefore, the Committee recommends to the full Board of Legislators to award the contract for ongoing/preventive maintenance and repair services for the public safety emergency communications radio system to United Radio, Inc., in accordance with its Proposal dated January 13, 2017; and

WHEREAS, the Board of Legislators wishes to award the contract for ongoing/preventive maintenance and repair services for the County's upgraded emergency communications radio system to United Radio, Inc.

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Board of Legislators hereby determines that the United Radio, Inc. proposal is the "best value" for the County as that term is defined by Local Law No. 7 -- 2013 in that it best optimizes quality, cost and efficiency, among responsive and responsible bidders and therefore, is in the best interest of the County of Lewis.

Section 2. That the Board of Legislators hereby authorizes entering into a contract with United Radio, Inc., for ongoing/preventative maintenance and repair services for the County's recently upgraded emergency communications radio system, consistent with their proposal submitted January 13, 2017, in accordance with the fees and rate schedules set forth therein commencing March 1, 2017 through February 28, 2018, and with the option of annual extensions through February, 2021.

Section 3. The contract with United Radio shall contain, in addition to other terms and conditions, a fee schedule which provides preventive maintenance services per the RFP: 1) For quarterly inspection scope items and annual inspection scope items not to exceed \$13,440.00 in the base contract year; and 2) tower climb costs for quarterly inspections between \$625. - \$875 depending upon height of tower; and 3) tower climb costs for annual inspections including removal and replacement of one antenna between \$1,250. - \$1,550; and 4) time and material scope items billed at \$85.00/hr during business hours and \$127.50/hr after hours; and \$96.00/hr for field work/field employees during work hours and \$144.00/hr for field work/field employees during after hours.

Section 4. That the Chairman, or Vice-Chairman, of the Board of Legislators is hereby authorized to make, execute, seal and deliver such Agreement, upon such form(s) as may be approved by the County Attorney.

Section 5. That the within resolution shall take effect immediately.

Moved by Legislator \_\_\_\_\_, seconded by Legislator \_\_\_\_\_,  
and adopted.