

REGULAR MEETING
August 6, 2013

The meeting was called to order at 9:03 a.m. by Chairman Michael A. Tabolt.

Roll Call: All Legislators were present. Legislator Charles R. Fanning passed away on July 27, 2013.

Legislator Hathway offered a special Invocation in memory of Charles R. Fanning; followed by the Pledge of Allegiance to the Flag.

There were 13 persons present.

Mrs. Charles R. Fanning was present at the meeting and expressed gratitude for the kind gestures, including the following resolution read by the Clerk and enacted in memory of Legislator Charles R. Fanning:

RESOLUTION NO. 306 - 2013
RESOLUTION IN MEMORIAM OF
CHARLES R. FANNING

Introduced by Legislator Michael A. Tabolt, Chairman of the Board of Legislators.

WHEREAS, **Charles R. Fanning** of 3525 Deer River Road, Copenhagen, New York, recently departed this life on July 27, 2013; and

WHEREAS, **Charles R. Fanning** was chosen by the electorate to serve on the Lewis County Board of Legislators effective January 1, 2006 as the representative for District No. 3, being subsequently and continuously re-elected to serve in that capacity; and had served as Vice-Chairman of the Board of Legislators from January 8, 2013 until his untimely death; and

WHEREAS, he had tirelessly and diligently researched and studied issues to promulgate knowledgeable decisions, particularly those of interest to his constituents, while always mindful of Lewis County's entire citizenry; and

WHEREAS, it is proper for us as friends and members of this Board of Legislators to record our recognition and appreciation for the sincere, generous and valuable services rendered by our colleague **Charles R. Fanning**.

Now, Therefore, BE IT RESOLVED as follows:

Section 1. That as an enduring record and mark of respect to the memory of the deceased, **Charles R. Fanning**, a true friend and an honorable, upright and able public official, this resolution shall be printed in the official record of the proceedings of the Board of Legislators of the County of Lewis, and a copy thereof be forwarded to the family of **Charles R. Fanning**.

Moved by the entire Legislative body and unanimously adopted.

Legislator Bush made a motion to dedicate the 2013 Journal of Proceedings in honor of Legislator Charles R. Fanning, seconded by Legislator Boyd and carried.

Chairman Tabolt announced approval of the July 2, 2013 meeting minutes.

REPORT OF THE RULES AND LEGISLATION COMMITTEE:

The Rules and Legislation Committee had met and recommended to waive the rules to allow action on late resolutions.

Richard Lucas, Chairman
Philip Hathway

Dated: August 6, 2013

Legislator Burke made a motion to waive the rules, seconded by Legislator Lucas and carried.

Chairman Tabolt opened the public hearing at 9:10 a.m. for comments on Local Law Introductory No. 7-2013 "To Authorize Purchasing Based on Best Value".

PRESENTATION OF COMMUNICATIONS AND NOTICES:

The Sullivan County Board of Legislators forwarded their Resolution in support of proposed State Legislation to provide residents and small business owners with tax credits for broadband deployment pursuant to the Rural Broadband Deployment Act.

REPORTS OF COUNTY OFFICERS AND DEPARTMENTS:

A copy of the State Comptroller's 7/19/13 report of examination letter, with findings and recommendations for the Lewis County program of maintenance and funding of bridge repairs, was given to each Legislator. A written response is required to be filed with the State Comptroller no later than November 4, 2013.

The Treasurer and Real Property Tax Director had submitted an approved corrected tax roll application for property owned by the State of New York within the Village of Lowville.

All Legislators received copies of the County Treasurer's July monthly report; the 7/23/13 Highway Audit report; the 7/22/13 Solid Waste Audit Report; the 2nd quarterly report of Sr. Code Enforcement Officer; and the 7/23/13 minutes of the Youth Bureau Advisory Board meeting.

REPORTS OF STANDING COMMITTEES:

Legislator Philip Hathway, Hospital Committee Chairman, announced Christine Hamburg as the employee-of-the-month. The year-to-date operating loss through June is \$302,000 above the projected level, which may be offset by lower retirement pension

costs yet to be determined. Construction of the Dialysis Unit proceeds on schedule with anticipated opening in March 2014. The bond proceeds for the computer system are due on 8/9/13; and the Hospital is now able to bill Medicare for certified home health and Hospice services. Legislator Hathway also urged support of the Board of Managers' unanimous recommendation to appoint Kevin McArdle to their Board.

Legislator Jack Bush, Buildings and Grounds Committee Chairman, reported routine building maintenance work orders during the month of July.

Legislator Bush relayed the Committee and Frank Archer had reviewed the new building architectural plans with Rick Tague and Clerk of the Works and directed some minor changes. Upon completion, they will meet again to review the revised plans.

Legislator Bush, as a member of the Transportation/Solid Waste Committee, reported completion of 18.3 paved miles and crews are now working on the shoulders. Striping is done, except for newly paved areas, because it won't stick to the surface. Also, the concrete is done on the Mad River Bridge. In response to Legislator Burke, Legislator Bush stated that road mowing will be done in the near future.

Legislator Bush also reported a new computer system was installed at the transfer stations for all transactions, which will provide instant updated information to office staff.

Legislator Bush made a motion to authorize purchasing a camera to be placed into the sewer system on Stowe Street by Bernier, Carr and Associates, at a cost between \$3,000- \$3,500, seconded by Legislator King and carried.

Legislator Bush made a motion to authorize an increase from \$.04 to \$.06 per gallon surcharge to all municipalities and entities purchasing petroleum products from the County effective July 1, 2013. The motion was seconded by Legislator Boyd and carried.

Legislator Hathway made a motion to authorize purchasing four (4) new cars through the Department of Social Services by utilizing Capital Equipment funds, with a resulting balance of \$260,000. Two of the vehicles will be designated to the Hospital, as well as transferring two (2) used cars to the Hospital for the Certified Home Health and Hospice programs. He further stated that the Friends of Hospice have also committed to purchase two (2) new cars. Hospital CEO Eric Burch indicated that some of the older cars that had been transferred to the Hospital may be returned to the County for sale. The motion was seconded by Legislator King and carried.

Legislator Bush made a motion to authorize Solid Waste Coordinator Pete Wood to fill a part-time laborer position (4 hrs/week) at the Croghan Transfer Station, due to a recent resignation. The motion was seconded by Legislator Stanford and carried.

Legislator John Boyd, Courts and Law Enforcement Committee Chairman, referenced the lawsuit filed by Iroquois Gas Transmission for assessment reductions on several parcels, which was deferred until later in the meeting for explanation by the County Attorney.

Legislator Jerry King, member of the Courts and Law Enforcement Committee, apologized for proposing a late resolution, while asking for support to engage a grant writer for the emergency communications system. The third round for funding applications was recently announced. Review of the submitted CAD proposals will take between 2-4 weeks.

Legislator King, County Officers/Human Resources Committee Chairman, reported meeting with employees and union representatives to discuss building security issues and policies. A designated committee will work under the direction of Human Resource Director James Swords to refine workplace violence policies and training.

Legislator Richard Lucas, Economic Development Committee Chairman, reported that trail work is appropriately proceeding. Trail Coordinator Jackie Mahoney, he said, has met with all the ATV Clubs, and is planning an all-inclusive round table discussion.

Legislator Lucas also relayed the Economic Development Department has been very busy, especially with efforts to thwart the impending closure of the HDK business in Harrisville.

Legislator Lucas made a motion to authorize the Chairman to prepare a letter in support of the request to the North Country Regional Economic Development Council Request for Priority Nomination for Priority Projects in the current Consolidated Funding Application round, by the Lewis County Development Corporation to rehabilitate the Croghan Dam. The motion was seconded by Legislator Boyd and carried.

Legislator William Burke, Social Services/Office For Aging/Youth Committee Chairman referenced the need to authorize an agreement for Social Services (DSS) to retain Office For Aging staff for outreach and processing of HEAP applications during the upcoming season. The program is totally financed by Federal funds. Under the supervision of DSS staff, summer youth workers have assisted to clean out the archived files in the records storage building.

Office For Aging personnel are working to distribute the 80 remaining farmers market coupons of the total 394, to eligible low-income senior citizens. The annual public hearing and Oktoberfest will be held on 10/18/13 at the Copenhagen Firehall. There are many events planned, but tickets must be purchased prior to the event.

Legislator Wallace reported that Trail Coordinator/Conservation Foreman Jackie Mahoney is reviewing all Reforestation contracts.

Legislator Paul Stanford, Public Health/Mental Health Committee Chairman, urged support of Penny Ingham's full-time appointment as Public Health Director effective 9/2/13. He also reported that CREDO plans to assume administration of the alcohol and substance abuse programs effective 9/3/13.

Chairman Tabolt then introduced Penny Ingham.

COUNTY MANAGER REPORT:

Acting County Manager Michael Tabolt referenced his earlier report on the Mohawk Indian Claim settlement, reporting there would be a public referendum at the November election on whether casinos would be allowed in surrounding counties. Distribution of casino revenues would be based on population.

Expounding on Legislator King's report, he referenced the discussion about building security issues, with agreement to avail Sheriff Carpinelli's training on verbal judo self-defense mechanisms.

The Information Technology Committee and staff will view Dell's computer software storage presentation tomorrow, and any interested Legislators are encouraged to attend.

Mr. Tabolt relayed an inquiry from St. Lawrence County Chairman of the Board Jonathan Putney for Legislator interest to serve on their task force to assist with the impending closure of the St. Lawrence Psychiatric Center, citing its use by Lewis County residents.

A copy of the County's Employment Termination Policy had been previously distributed to each Legislator for review. At the Chairman's request, Legislator King made a motion to officially adopt the policy, seconded by Legislator Bush and carried.

Mr. Tabolt also relayed a visit from State Comptroller's representative Tom Carpenter, who offered and encouraged contacting him for assistance with the status of State contracts and/or unusual pension inquiries.

He announced his plans to attend the NYSAC seminar to be held in Saratoga in September. There was no opposition expressed.

County Attorney Richard Graham reported receipt of Iroquois Gas Transmission's request to reduce their property assessment for parcels located in the Towns of Diana, Leyden, New Bremen and Watson. In accordance with the County's approved policy, the Town of New Bremen has submitted their request for County assistance with defense expenses, and he awaits the other Town requests. Typically, respective school districts are asked to contribute an equal proportionate share of defense costs, because they are also impacted. Atty. Graham will coordinate the defense plans in the most cost efficient manner, considering that all of the reduction requests are similar. He cautioned that their assessment reduction requests represent millions of dollars in tax revenue. However, he expressed optimism due to the County's success with similar previous assessment reduction litigation.

Atty. Graham then relayed an issue with the Home Rule Requests for extending the three-quarters of one percent sales tax beyond 11/30/13; and increasing the sales tax by an additional one-quarter percent. The State Assembly and Senate Bills are drafted by State Legislative staff, he said, without input from the County.

Upon receipt of approved Bills, the State Department of Taxation and Finance related to Atty. Graham discrepancies with the language relative to effective dates, and that the two separate Bills had been combined. The State agency officials are requiring an amended and

adopted Home Rule Law which would require the State Legislature to convene a special session, at the Governor's discretion. Unless otherwise resolved, an estimated \$200,000 sales tax revenue would be in jeopardy, because the County sales tax rate would revert to three percent (3%) effective 12/1/2013. The Board could not impose the additional sale tax rate until 3/1/2014, thereby missing the holiday shopping period. Atty. Graham is conferring with State Legislative and agency officials, hopeful of a favorable outcome.

Legislator Hathway asked if the Information Technology staff could install software that would allow interested Legislators to have "read only" access to the County's financial electronic information system from their remote home computers. Legislators King and Bush expressed support for the electronic access, citing savings for paper and having instant access to assist during budget deliberations. Legislator King made a motion to direct staff to install appropriate software and protections for any interested Legislator's home computer for access to the financial information, seconded by Legislator Bush and carried.

There being no one wishing to speak, Chairman Tabolt closed the public hearing for comments on Local Law Introductory No. 7-2013 at 9:55 a.m.

REPORT OF THE WAYS AND MEANS COMMITTEE:

**REPORT OF
WAYS AND MEANS COMMITTEE
ON THE EXAMINATION OF CLAIMS**

To: The Honorable County Legislators

The Ways and Means Committee reports that they have examined the claims presented for payment in the total amount of \$ 1,417,437.87 and recommend that they be audited and allowed for the amounts claimed.

Jack Bush	Chair
Philip Hathway	Committee
Jerry King	Committee

Dated: August 6, 2013

Approved on motion by Legislator Boyd , seconded by Legislator Lucas , and carried.

**RESOLUTION NO. 307 - 2013
RESOLUTION IN MEMORIAM OF
GERALD R. REED**

Introduced by Legislator Michael A. Tabolt, Chairman of the Board of Legislators.

WHEREAS, **Gerald R. Reed** of Route 12, Glenfield, New York, recently departed this life on July 16, 2013; and

WHEREAS, **Gerald R. Reed** had been appointed to the Lewis County Board of Legislators on March 8, 1985 as the Legislator representative for District No. 7, being subsequently and continuously re-elected to serve in that capacity until December 31, 1997; and

WHEREAS, it is proper for us as friends, acquaintances and members of this Board of Legislators to record our recognition and appreciation for the sincere, unselfish and valuable services rendered by the deceased.

Now, Therefore, BE IT RESOLVED as follows:

Section 1. That as an enduring record and mark of respect to the memory of the deceased, **Gerald R. Reed**, a true friend and an honorable, upright and able public official, this resolution shall be printed in the official record of the proceedings of the Board of Legislators of the County of Lewis, and a copy thereof be forwarded to the family of **Gerald R. Reed**.

Moved by Legislator Burke, seconded by Legislator Bush, and adopted.

LOCAL LAW (INTRODUCTORY NO. 7-2013) COUNTY OF LEWIS

Introduced by Legislator Michael A. Tabolt, Chairman of the Board of Legislators.

A LOCAL LAW TO AUTHORIZE PURCHASING BASED ON BEST VALUE

BE IT ENACTED by the Board of Legislators of the County of Lewis as follows:

Section 1. Title: This law shall be known as the "Local Law to Authorize Purchasing Based on Best Value".

Section 2. Legislative Findings and Declaration of Intent:

- a. General Municipal Law §103 ("Section 103") sets forth the general rules applicable to the awarding of contracts for public works and contracts for purchase by a municipality.
- b. Section 103 requires that contracts for public work involving an expenditure of more than thirty-five thousand dollars and all purchase contracts involving an expenditure of more than twenty thousand dollars, shall be awarded by the appropriate officer, board or agency of a municipality to the lowest responsible bidder furnishing the required security after advertisement for sealed bids.
- c. Section 103 further provides that a municipality may award purchase contracts (including contracts for service work, but excluding any purchase contracts necessary for the completion of a public works contract pursuant to article eight of the labor law) may be awarded on the basis of "best value," provided that the municipality implement such authority by local law.
- d. The Lewis County Board of Legislators hereby determines that it is in the best interest of the County of Lewis and its residents for the appropriate officer, board or agency of

Lewis County, consistent with the purchasing policy established (and as may be amended from time to time) by the Board of Legislators, to have the authority to award purchase contracts on the basis of "best value" as defined herein.

Section 3. Definitions:

For purposes of this Local Law, the following terms shall be deemed to have the meaning set forth:

- a. "Best value" shall mean the basis upon which a contract may be awarded after a competitive bid for the purchase of goods or services to the bidder which optimizes quality, cost and efficiency, among responsive and responsible bidders. Such basis shall reflect, wherever possible, objective and quantifiable analysis. Such basis may also identify a quantitative factor for bidders that are small businesses or certified minority- or women-owned business enterprises as defined in subdivisions one, seven, fifteen and twenty of section three hundred ten of the executive law to be used in evaluation of offers for awarding of contracts for services. Factors that may be used to determine the "best value" and to award a contract to other than the lowest bidder, are:
 1. cost of maintenance for good(s) or service(s);
 2. durability of good(s) or service(s);
 3. quality of good(s) or service(s); or
 4. product life of good(s) or service(s)
- b. "Purchasing Agent" shall mean the appropriate officer, board, legislative committee or agency of Lewis County, consistent with the purchasing policy established (and as may be amended from time to time) by the Board of Legislators, to have the authority to award purchase contracts on the basis of "best value" as defined herein.

Section 3. Authority to Award Contracts:

On and after the effective date of this Local Law, the Purchasing Agent may award purchase contracts, including contracts for service work, but excluding any purchase contracts necessary for the completion of a public works contract pursuant to Labor Law Article 8, on the basis of best value, as defined in State Finance Law §163, to a responsive and responsible bidder.

- a. Where the basis for award is the best value offer, Purchasing Agent shall document, in the procurement record and in advance of the initial receipt of offers, the determination of the evaluation criteria, which whenever possible, shall be quantifiable, and the process to be used in the determination of best value and the manner in which the evaluation process and selection shall be conducted.
- b. Where appropriate, the solicitation shall identify the relative importance and/or weight of cost and the overall technical criterion to be considered by the Purchasing Agent in their determination of best value.
- c. The election to award any such contract on the basis of best value shall be made by the Purchasing Agent in consultation with the Department Head and appropriate Legislative committee. In the event that no such election is made, purchase contracts will continue to be awarded to the lowest responsible bidder

furnishing any required security in accordance with the Lewis County Purchasing Policy.

Section 4. Severability:

If any clause, sentence, paragraph, subdivision, or part of this Local Law or the application thereof to any person, firm or corporation, or circumstance, shall be adjusted by any court of competent jurisdiction to be invalid or unconstitutional, such order or judgment shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part of this Local Law or in its application to the person, individual, firm or corporation or circumstance, directly involved in the controversy in which such judgment or order shall be rendered.

Section 5. Effective Date:

This local law shall take effect immediately upon filing with the Secretary of State.

**RESOLUTION NO. 308 - 2013
RESOLUTION ADOPTING AND OTHERWISE TREATING
LOCAL LAW NO. 7 – 2013, COUNTY OF LEWIS**

Introduced by Michael A. Tabolt, Chairman of the Board of Legislators.

WHEREAS, a resolution was duly adopted by the Board of Legislators on July 15, 2013, directing that a public hearing be held by said Board on August 6, 2013, from 9:00 a.m. to 9:30 a.m. at the Second Floor Board Room of the Courthouse, 7660 North State Street, Lowville, New York 13367, to hear all interested parties on a proposed Local Law entitled, “A LOCAL LAW TO AUTHORIZE PURCHASING BASED ON BEST VALUE”; and

WHEREAS, notice of said public hearing was duly advertised in the *Watertown Daily Times*, the official newspaper designated by the County, on August 1, 2013, and posted on the bulletin board of the Lewis County Courthouse, 7660 North State Street, Lowville, New York, at least five (5) days prior to such public hearing; and

WHEREAS, said public hearing was duly held at such location at such time and all parties in attendance were permitted an opportunity to speak on behalf of or in opposition to said proposed Local Law, or any part thereof; and

WHEREAS, the Board of Legislators wishes to make certain determinations based upon the information heretofore submitted to the Board as well as received during the public hearing;

BE IT FURTHER RESOLVED, as follows:

Section 1. This Local Law (Introductory No. 7 – 2013), County of Lewis, being “A LOCAL LAW TO AUTHORIZE PURCHASING BASED ON BEST VALUE”, be and the same hereby is designated as Local Law No. 7 –2013, County of Lewis.

Section 2. That Local Law No. 7 – 2013, County of Lewis, with designation stated above, be and the same is hereby enacted, waiving any and all defects and informalities in the adoption thereof and shall take effect immediately upon filing with the Secretary of State.

Section 3. That the Procurement Policy for the County of Lewis is hereby amended to incorporate the applicable provisions of the within Local Law into such Procurement Policy. The Clerk of the Board is hereby directed to make such amendments to the Procurement Policy as contained in the Administrative Manual for Lewis County upon such form as approved by the County Attorney, and to distribute the same to all Department Heads.

Moved by Legislator Lucas , seconded by Legislator Stanford , and adopted by the following roll call vote:

YEAS: Boyd, Burke, Bush, Hathway, King, Lucas, Stanford, Wallace, Tabolt

NAYS: None

ABSENT: None

**RESOLUTION NO. 309 - 2013
AUDITING AND ALLOWING CLAIMS**

Introduced by Legislator Jack T. Bush , Chairman of the Ways and Means Committee.

RESOLVED that the claims presented for payment in the total amount of \$ 1,417,437.87 be and each is hereby audited and allowed for the amounts claimed, and that the Clerk is authorized and directed to draw checks for the County Treasurer for the amounts claimed, in favor of each of the claimants or their assigns.

Moved by Legislator Boyd , seconded by Legislator Burke , and adopted by roll call vote:

All voted yea.

**RESOLUTION NO. 310 - 2013
DEFERRED COMPENSATION COMMITTEE RESOLUTION
TO AMEND AND RESTATE THE MODEL PLAN**

Introduced by Legislator Paul Stanford, Chairman of the County Officers' Committee.

WHEREAS, the New York State Deferred Compensation Board (the "*Board*"), pursuant to Section 5 of the New York State Finance Law ("*Section 5*") and the Regulations of the New York State Deferred Compensation Board (the "*Regulations*"), has promulgated the Plan Document of the Deferred Compensation Plan for Employees of the County of Lewis (the "*Model Plan*") and offers the Model Plan for adoption by local employers; and

WHEREAS, the County of Lewis, pursuant to Section 5 and the Regulations, has adopted and currently administers the Model Plan known as the Deferred Compensation Plan for Employees of the County of Lewis; and

WHEREAS, effective February 22, 2013 the Board amended the Model Plan to adopt provisions

- Including provisions related to the American Taxpayer Relief Act of 2012, expanding the ability of participants to convert all or a portion of their plan assets from a pre-tax account to an in-plan Roth account any time including while in employment.

WHEREAS, the Board has offered for adoption the amended and restated Model Plan to each Model Plan sponsored by a local employer in accordance with the Regulations; and

WHEREAS, upon due deliberation, the County of Lewis has concluded that it is prudent and appropriate to amend the Deferred Compensation Plan for Employees of the County of Lewis by adopting the amended Model Plan.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Legislators for the County of Lewis hereby amends the Deferred Compensation Plan for Employees of the County of Lewis by adopting the amended Model Plan effective February 22, 2013, including the optional provisions in Schedule A.

That the within Resolution shall take effect immediately.

Moved by Legislator Stanford, seconded by Legislator Boyd, and adopted.

RESOLUTION NO. 311 - 2013
**RESOLUTION AUTHORIZING EMERGENCY MANAGEMENT/
FIRE COORDINATOR TO APPOINT A CLERGY DEPUTY FIRE COORDINATOR**

Introduced by Legislator John Boyd, Chairman of the Courts and Law Enforcement Committee.

WHEREAS, the Emergency Management/Fire Coordinator has requested authorization to appoint a member of the clergy as a Deputy Fire Coordinator to assist at an incident scene, or other location as determined by the Coordinator; and

WHEREAS, said Deputy Clergy Fire Coordinator shall be trained and certified to assist with victims, their family members, or emergency responders involving response pursuant to the Comprehensive Emergency Management Plan, Mass Casualty Plan, Mass Fatality Plan, Family Communication and Assistance Centers, Personal Debriefing and Consulting, Incident Command System, Set-up and operations of the County Command Trailer; and become familiar with overall communication systems.

Now, Therefore, BE IT RESOLVED as follows:

Section 1. That the Board of Legislators hereby authorizes the Emergency Management/Fire Coordinator to appoint a Deputy Fire Coordinator as a Clergy, with specialized training in personal debriefing and consulting with victims, their family members or acquaintances, or emergency responders, at an incident scene or other determined location.

Section 2. That the Clergy Deputy Fire Coordinator shall serve at the pleasure of the Emergency Management/Fire Coordinator without renumeration.

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

Moved by Legislator Burke , seconded by Legislator King , and adopted.

**RESOLUTION NO. 312 - 2013
AUTHORIZING THE ESTABLISHMENT OF A
LEWIS COUNTY FUND BALANCE MANAGEMENT POLICY
IN ACCORDANCE WITH GASB 54**

Introduced by Legislator Jack T. Bush, Chairman, Ways and Means Committee

WHEREAS, the County's financial statements are in compliance with the Government Accounting Standards Board Statement #54 regarding the classification of Fund Balance;

NOW, THEREFORE, BE IT RESOLVED,

Section 1. The Board of Legislators hereby declares and determines the following to be the official policy of Lewis County in the management of it fund balance and shall be known as the "Lewis County Fund Balance Management Policy":

**FUND BALANCE MANAGEMENT POLICY
COUNTY OF LEWIS**

The purpose of this policy is to establish a fund balance policy to address the needs of Lewis County ("County") and establish adequate reserves to ensure against unanticipated events that will not adversely affect the financial condition of the County and not jeopardize the continuation of necessary public services. This policy will ensure the County maintains adequate fund balance and reserves in the County's Governmental Funds to provide the capacity to:

1. Provide sufficient cash flow for daily financial needs.
2. Secure and maintain investment grade bond ratings.
3. To provide adequate reserves to offset significant economic downturns or revenue shortfalls, and
4. Provide adequate reserves for unforeseen expenditures related to emergencies.

Fund Balance for the County's Governmental Funds will comprised of the following categories:

1. Nonspendable - amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact.
2. Restricted- amounts externally imposed by creditors (debt covenants), grantors, contributors, laws, or regulations of other governments.
3. Committed- amounts used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision-making authority.
 - a. Amounts set aside based on self-imposed limitations established and set in place prior to year-end and can be calculated after year end.
 - b. Limitation imposed at highest level and requires same action to remove or modify.
 - c. Resolutions that lapse at year end.
4. Assigned- amounts that are constrained by the government's intent to be used for specific purposes, but are neither restricted or committed.
5. Unassigned- amounts that are not reported in any other classification.

The General Fund will be the only fund that will have an unassigned fund balance. Special Revenue Funds and Capital Project funds will consist of only nonspendable, restricted, committed and assigned categories of fund balance. Special Revenue Funds account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects. Capital Project Funds account for and report expenditures for capital outlays including acquisition or construction of capital facilities and other capital assets.

Unassigned Fund Balance-General Fund

Lewis County has adopted a fiscal policy that will provide for capital projects to be financed with debt and pay-as-you-go funding. In order to obtain the best possible financing, adopted policies are designed to maintain extremely favorable bond ratings. Part of the County's fiscal health is dependent on maintaining a fund balance position that is adequate to meet the County's needs and challenges.

Lewis County has therefore adopted a policy that directs management to maintain an unassigned fund balance as follows:

1. The County will strive to maintain an unassigned fund balance in the General Fund of \$10 million. The amount of unassigned fund balance should not fall below \$6 million.
2. To the extent that the General Fund unassigned fund balance exceeds \$10 million the balances may be utilized to fund capital expenditures or pay down outstanding County debt.
3. If a catastrophic economic event occurs that requires a 50% or more deviation from total budgeted revenue or expenditures then assigned fund balance can be reduced by action of the Lewis County Legislature.

Section 2. That a copy of the forgoing "Lewis County Fund Balance Management Policy" shall be filed with the Clerk of the Board and placed in the Administrative Policy Manual for the County of Lewis.

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

Moved by Legislator Burke , seconded by Legislator Boyd , and adopted.

**RESOLUTION NO. 313 - 2013
RESOLUTION TO APPROPRIATE FUNDS
TRANSPORTATION DEPARTMENT**

Introduced by Legislator Jack T. Bush, Member of the Transportation Committee.

BE IT RESOLVED as follows:

Section 1. That the following budget appropriation is hereby approved in the Highway Department Accounts for receipt of additional CHIPS funding as stated in Resolution No. 272-2013 :

<u>Increase Revenue:</u>	
D35011 (CHIPS capital)	\$42,248.00
<u>Increase Expense:</u>	
D5110.1999 (Pers Serv)	\$42,248.00

Section 2. That the within resolution shall take effect immediately.

Moved by Legislator Boyd , seconded by Legislator Stanford , and adopted.

**RESOLUTION NO. 314 - 2013
RESOLUTION APPOINTING MEMBER
TO LEWIS COUNTY GENERAL HOSPITAL
BOARD OF MANAGERS**

Introduced by Legislator Michael A. Tabolt, Chairman of the Board of Legislators.

BE IT RESOLVED as follows:

Section 1. That pursuant to Section 127 of the General Municipal Law, the Board of Legislators hereby appoints Kevin M. McArdle of 7037 West Road, Lowville, New York 13367 to the Board of Managers of the Lewis County General Hospital, to fill the unexpired term of Thomas J. Spaulding.

Section 2. That the term of said appointment shall commence August 7, 2013 and expire on December 31, 2017.

Section 3. That this resolution shall take effect immediately.

Moved by Legislator Hathway, seconded by Legislator Boyd, and adopted.

**RESOLUTION NO. 315 - 2013
RESOLUTION TO TRANSFER FUNDS
JUDGMENTS AND CLAIMS**

Introduced by Legislator Michael Tabolt, Chairman of the Board of Legislators.

BE IT RESOLVED, as follows:

Section 1. That the following transfer is hereby approved from “To Capital Projects” account to Judgments & Claims account to cover court ordered payments, balance of To Capital Projects \$436,754.05:

<u>From:</u> A9950.9921 (To Capital Projects)	<u>Amount</u> \$60,000.00
<u>To:</u> A1930.4999 (Judgments & Claims)	\$60,000.00

Section 2. That the within resolution shall take effect immediately.

Moved by Legislator King, seconded by Legislator Stanford, and adopted.

**RESOLUTION NO. 316 - 2013
RESOLUTION APPOINTING MEMBER TO
JUNKYARD REVIEW BOARD**

Introduced by Legislator Jerry King, Chairman of the Junkyard Committee.

WHEREAS, Allan Wahl has resigned as a member of the Lewis County Junkyard Review Board; and

WHEREAS, Virginia Churchill has expressed an interest to fill said vacancy.

Now, Therefore, BE IT RESOLVED as follows:

Section 1. That this Board of Legislators hereby appoints Virginia Churchill of 2145 North Osceola Road, Camden, New York 13316, to the Lewis County Junkyard Review Board, to serve the un-expired term of Allan Wahl.

Section 2. That the term of said appointment shall be effective from August 7, 2013 through December 31, 2014.

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

Moved by Legislator Lucas, seconded by Legislator Boyd, and adopted.

**RESOLUTION NO. 317 - 2013
RESOLUTION TO TRANSFER FUNDS
LAW DEPARTMENT**

Introduced by Legislator John Boyd, Chairman of the Courts & Law Enforcement Committee:

BE IT RESOLVED as follows:

Section 1. That the following budget transfer is hereby approved in the County Attorney's account for the purchase of file cabinets, utilizing Capital Equipment funds (HAD9901.9) balance \$295,718.63:

<u>Increase Revenue:</u>	
A50310 (Interfund transfers)	\$362.92
<u>Increase Expense:</u>	
A1420.4407 (Supplies)	\$362.92

Section 2. That the within resolution shall take effect immediately.

Moved by Legislator Burke, seconded by Legislator Lucas, and adopted.

**RESOLUTION NO. 318 - 2013
RESOLUTION AUTHORIZING SUB-LEASE AGREEMENT
BETWEEN MOUNTAIN VIEW PREVENTION SERVICES, INC. AND
LEWIS COUNTY MENTAL HYGIENE DEPARTMENT**

Introduced by Legislator Paul Stanford, Chairman of the Mental Hygiene Committee.

WHEREAS, the Lewis County Mental Hygiene Department ("Tenant") desires to enter into a Sub-Lease Agreement with Mountain View Prevention Services, Inc. ("Landlord") for the purpose of leasing approximately 469 square feet of office space at the Mountain View Prevention Services building located at 7714 Number Three Road; and

WHEREAS, the Board of Legislators wishes to enter into a sublease agreement;

NOW THEREFORE, BE IT RESOLVED, that

Section 1. The Board of Legislators hereby approves the Sub-Lease Agreement between Mountain View Prevention Services and the County of Lewis acting by and through the

Lewis County Mental Hygiene Department commencing September 1, 2013 through December 31, 2013 at a rental cost of \$1,532.00 payable in equal monthly installments of \$383.00.

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 approval by the County Attorney as to form.

Section 3. That this Resolution shall take effect immediately.

Moved by Legislator Burke, seconded by Legislator Stanford, and adopted.

RESOLUTION NO. 319 - 2013
RESOLUTION TO AMEND PROCUREMENT POLICY

Introduced by Legislator Jack T. Bush, Chairman of Ways and Means Committee.

WHEREAS, the County wishes to amend its Procurement Policy consistent with recent changes in the law as well as recent personnel changes; and

WHEREAS, the County's Procurement Policy currently provides that public works contracts over \$20,000 and purchase contracts over \$10,000 shall be awarded only after public advertising soliciting formal bids; and

WHEREAS, General Municipal Law §103 has been amended to increase the threshold for competitive bids to provide that contracts for public work involving an expenditure of more than \$35,000 and all purchase contracts involving an expenditure of more than \$20,000, shall be awarded to the lowest responsible bidder after advertisement for sealed bids.

WHEREAS, General Municipal Law (GML), Chapter 24, Section 104-b (f) requires municipalities to amend Procurement Policy to include the names and titles of those responsible for purchasing biannually; and

WHEREAS, the Board of Legislators had previously designated David Pendergast as the sole responsible purchaser; and

WHEREAS, Mr. Pendergast has retired effective April 30, 2013;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. That the Board of Legislators hereby approves the amendment of the Lewis County Administrative Manual as follows:

- a. All references that require competitive bidding for public works contracts shall be amended to state that only those public works contracts involving an expenditure of more than \$35,000 shall require public bidding;

- b. All references that require competitive bidding for purchase contracts shall be amended to state that only those purchase contracts involving an expenditure of more than \$20,000 shall require public bidding;
- c. All references to David Pendergast as the sole responsible purchaser shall be amended to state that Michael A. Tabolt, acting County Manager, is the sole responsible bidder.

Section 2. That the Clerk of the Board is hereby directed to make the amendments as herein set forth to the Administrative Manual upon such form as may be approved by the County Attorney and distribute the same to all Department Heads.

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

Moved by Legislator Boyd, seconded by Legislator King, and adopted.

RESOLUTION NO. 320 - 2013
RESOLUTION AUTHORIZING AGREEMENT BETWEEN
LEWIS COUNTY PUBLIC HEALTH AGENCY AND
LEWIS COUNTY SHERIFF'S DEPARTMENT FOR JAIL NURSE

Introduced by Legislator Paul Stanford, Chairman of the Public Health Committee.

NOW, THEREFORE, be it resolved as follows:

Section 1. That the Board of Legislators hereby approves a Memorandum of Agreement by and between Lewis County Sheriff's Department and Lewis County Public Health Agency to provide jail nursing services with a licensed registered nurse in accordance with New York State Department of Corrections regulations for the term beginning July 1, 2013.

Section 2. That the Chairman, or Vice-Chairman, of the Board of Legislators is hereby authorized to make, execute, seal and deliver such Agreement, pending approval by the County Attorney.

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

Legislator Stanford moved to table the resolution, seconded by Legislator King, and carried.

RESOLUTION NO. 321 - 2013
RESOLUTION AUTHORIZING AGREEMENT BETWEEN
LEWIS COUNTY PUBLIC HEALTH DEPARTMENT
AND TURBETT ASSOCIATES

Introduced by Legislator Paul Stanford, Chairman of the Public Health Committee.

WHEREAS, Turbett Associates has heretofore developed, installed, supported and/or modified software programming in and upon County computers for the purpose of enabling or enhancing existing software to complete certain data retention, reporting and billing functions of Public Health. (hereinafter collectively "Software"). Such Software has included initial development of software and/or modification of existing commercially available software to meet the specific needs of Public Health computer systems.

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. That the Lewis County Board of Legislators hereby authorizes an Agreement between the County of Lewis by and through the Public Health Department and Turbett Associates for Software programming, licensing and support on a month-to-month basis at a cost of \$500.00 per month and an hourly rate of \$50.00 per hour for service above and beyond the normal scope; for a term commencing July 1, 2013.

Section 2. That the Chairman, or Vice-Chairman, of the Board of Legislators is hereby authorized to make, execute, seal and deliver such Agreement, pending approval by the County Attorney.

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

Moved by Legislator Stanford, seconded by Legislator Lucas, and adopted.

**RESOLUTION NO. 322 - 2013
RESOLUTION TO APPROPRIATE FUNDS
PUBLIC HEALTH**

Introduced by Legislator Paul Stanford, Chairperson of the Public Health Committee:

BE IT RESOLVED, as follows:

Section 1. That the following budget appropriation is hereby approved in the Public Health Accounts for additional funding received through billing for the Home Health Agency to allow payment of the Final Billing for Professional Services from Jack Venesky, CPA – 2012 Cost Reports:

<u>Increase Revenues:</u>	
A16100 – Home Nursing Charges	\$11,245.00
<u>Increase Expenses:</u>	
A4010.4901 – Professional Services	\$11,245.00

Section 2. That the within resolution shall take effect immediately.

Moved by Legislator Stanford, seconded by Legislator Burke, and adopted.

**RESOLUTION NO. 323 - 2013
RESOLUTION TO APPROPRIATE FUNDS
PUBLIC HEALTH**

Introduced by Legislator Paul Stanford, Chairperson of the Public Health Committee:

BE IT RESOLVED, as follows:

Section 1. That the following budget appropriation is hereby approved in the Public Health Accounts for additional funding received from NYS Department of Health for the Cancer Services Program:

Increase Revenues:

A34011.4 – Cancer Services Program	\$17,500.00
A44890 – Cancer Services Program	\$25,000.00

Increase Expenses:

A4035.4901 – Professional Services	\$42,500.00
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Section 2. That the within resolution shall take effect immediately.

Moved by Legislator Stanford , seconded by Legislator King , and adopted.

**RESOLUTION NO. 324 - 2013
RESOLUTION TO TRANSFER FUNDS
PUBLIC HEALTH**

Introduced by Legislator Paul Stanford, Chairperson of the Public Health Committee:

BE IT RESOLVED, as follows:

Section 1. That the following 2013 budget changes takes place in the Public Health accounts:

<u>From:</u>	<u>Account:</u>	<u>Amount:</u>
A4012.4405	Copier	\$ 15.00
A4013.4701	Vehicle Repairs	\$ 501.41
A4013.4703	Vehicle Exp Gas/Oil	\$ 500.00
A4014.4701	Vehicle Repairs	\$ 556.00
A4016.4909	Misc Exp	\$ 125.00
A4042.1999	Personal Svs-Rabies	\$ 1,309.92
A4072.1999	Pers Svs-Injury & Prevention	\$ 7,000.00
A4096.1999	Family Health Admin	\$ 30,100.00
A4096.4501	Education/Training	\$ 877.43
A4097.1999	Disease Control Admin	\$ 14,000.00
	TOTAL	\$ 54,984.76

<u>To:</u>	<u>Account:</u>	<u>Amount:</u>
A4012.4401	Postage	\$ 15.00
A4013.4301	Telephone	\$ 250.00
A4013.4401	Postage	\$ 50.00
A4013.4405	Copier	\$ 100.00
A4013.4903	All Types Insurance	\$ 601.41
A4014.4301	Telephone	\$ 300.00
A4014.4401	Postage	\$ 50.00
A4014.4407	Supplies	\$ 100.00
A4015.4405	Copier/Reproduction	\$ 100.00
A4015.4903	All Types/Insurance	\$ 6.00
A4016.4405	Copier/Reproduction	\$ 125.00
A4019.4301	Telephone	\$ 100.00
A4019.4407	Supplies	\$ 125.00
A4071.1999	Pers Svs-Lead Poison	\$ 7,000.00
A4071.4301	Telephone	\$ 25.00
A4089.4301	Telephone	\$ 150.00
A4093.1999	Pers Svs-Chronic Disease	\$ 14,000.00
A4096.4301	Telephone	\$ 200.00
A4096.4401	Postage	\$ 25.00
A4096.4405	Copier	\$ 400.00
A4096.4407	Supplies	\$ 200.00
A4096.4903	All Types Insurance	\$ 52.43
A4097.4301	Telephone	\$ 200.00
A4097.4401	Postage	\$ 25.00
A4097.4405	Copier	\$ 125.00
A4097.4903	All Types Insurance	\$ 559.92
A4150.1999	Pers Svc-Jail	\$ 30,000.00
A4150.4401	Postage	\$ 25.00
A4150.4405	Copier/Reproduction	\$ 25.00
A4150.4407	Office Supplies	\$ 50.00
	TOTAL	\$ 54,984.76

Section 2. That the within resolution shall take effect immediately.

Moved by Legislator Boyd , seconded by Legislator Bush , and adopted.

RESOLUTION NO. 325 - 2013
RESOLUTION TO APPOINT
LEWIS COUNTY DIRECTOR OF PUBLIC HEALTH

Introduced by Legislator Paul Stanford, Chairman of the Public Health Committee.

BE IT RESOLVED as follows:

Section 1. That this Board of Legislators hereby appoints Penny A. Ingham of Lowville, New York as the Lewis County Director of Public Health, effective September 2, 2013.

Section 2. That the annual salary of the Director of Public Health is hereby established at \$70,000.00.

Section 3. That this resolution shall take effect immediately.

Moved by Legislator Boyd, seconded by Legislator Stanford, and adopted.

**RESOLUTION NO. 326 - 2013
RESOLUTION RE-APPOINTING
LEWIS COUNTY REAL PROPERTY TAX DIRECTOR**

Introduced by Legislator Patrick Wallace, Chairman of the Taxation Committee.

Whereas, the term of Real Property Tax Director Linda Gydesen is due to expire on September 30, 2013; and

Whereas, the Board of Legislators wishes to re-appoint her for a successive 6-year term.

Now, Therefore, BE IT RESOLVED as follows:

Section 1. That the Board of Legislators hereby re-appoints Linda Gydesen of 6638 Hoskins Road, Lyons Falls, New York 13368, as the Lewis County Real Property Tax Director.

Section 2. That the term of said appointment shall be effective October 1, 2013 and terminate on September 30, 2019.

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

Moved by Legislator Burke, seconded by Legislator Boyd, and adopted.

**RESOLUTION NO. 327 - 2013
RESOLUTION TO TRANSFER FUNDS
REAL PROPERTY TAX**

Introduced by Legislator Patrick Wallace, Chairman of the Taxation Committee.

BE IT RESOLVED as follows:

Section 1. That the following budget transfer is hereby approved in the Real Property Tax account for a computer purchase, utilizing Capital Data Processing funds (HAE9901.9), HAE balance \$75,677.78:

<u>Increase Revenue:</u>	
A50310 (Interfund transfers)	\$701.00
<u>Increase Expense:</u>	
A1355.2217 (Computers)	\$701.00

Section 2. That the within resolution shall take effect immediately.

Moved by Legislator Stanford, seconded by Legislator King, and adopted.

**RESOLUTION NO. 328 - 2013
RESOLUTION TO TRANSFER FUNDS
SHERIFF'S DEPARTMENT**

Introduced by Legislator John Boyd, Chairman of the Courts & Law Enforcement Committee.

BE IT RESOLVED as follows:

Section 1. That the following budget transfer is hereby approved in the Sheriff's Department for the purchase of an SUV, utilizing Capital Equipment funds HAD9901.9, balance \$295,718.63:

<u>Appropriate:</u>	<u>Amount:</u>
A50310 (Inter-fund Transfer)	\$35,000.00
A3110.2233 (Vehicles)	\$35,000.00

Section 2. That the within resolution shall take effect immediately.

Moved by Legislator Stanford, seconded by Legislator Boyd, and adopted.

**RESOLUTION NO. 329 - 2013
RESOLUTION AUTHORIZING DISCHARGE OF MORTGAGE
(COUNTY OF LEWIS TO LINDA A. LAWTON)**

Introduced by Michael A. Tabolt, Chairman of the Lewis County Board of Legislators.

WHEREAS, Linda A. Lawton was granted a Mortgage to the County of Lewis dated February 15, 2008, and recorded in the Lewis County Clerk's Office on May 21, 2008, as Instrument Number 2008-002525 to secure payment of a loan in the amount of \$896.00, pursuant to a program administered by Snow Belt Housing Company, Inc.; and

WHEREAS, said loan has been paid in full and a Discharge of Mortgage is now warranted.

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. That the Chairman of the Lewis County Board of Legislators is hereby authorized and directed to issue and sign a Discharge of Mortgage for the aforescribed Mortgage.

Section 2. That the within Resolution shall take effect immediately.

Moved by Legislator Hathway, seconded by Legislator Burke, and adopted.

RESOLUTION NO. 330 - 2013
RESOLUTION IN SUPPORT OF VALLEY SNOW TRAVELERS' GRANT
APPLICATION TO NEW YORK STATE RECREATIONAL TRAILS PROGRAM

Introduced by Legislator Richard Lucas, Chairman of the Economic Development Committee.

Whereas, the Valley Snow Travelers, being a snowmobile trail grooming club, plan to submit a grant application to the New York State Recreational Trails Program, to purchase a new snowmobile trail groomer; and

Whereas, the volunteer members of the snowmobile club commit many hours to groom and maintain 73 miles of trails within the Lewis County Townships of Harrisburg, Lowville, Martinsburg and Montague; and

Whereas, their grooming efforts facilitates increased tourism thereby enhancing our local economy.

Now, Therefore, BE IT RESOLVED as follows:

Section 1. That the Lewis County Board of Legislators hereby officially records their support of the Valley Snow Travelers' grant application for an amount up to \$200,000.00 to the New York State Recreational Trails Program for the purchase of a new snowmobile trail groomer.

Section 2. That the within resolution shall take effect immediately.

Moved by Legislator Lucas, seconded by Legislator King, and adopted.

RESOLUTION NO. 331 - 2013
RESOLUTION AMENDING COMPENSATION PLAN
WITH REFERENCE TO SOCIAL SERVICES

Introduced by Legislator William Burke, Chairman of the Social Services Committee.

BE IT RESOLVED as follows:

Section 1. That the Board of Legislators hereby amends the Compensation Plan with reference to the Department of Social Services, to create the following positions:

<u>TITLE</u>	<u>STATUS</u>	<u>SALARY</u>
Community Services Worker	Full-Time Temporary	Grade 9
Social Welfare Examiner (2)	Full-Time Temporary	Grade 20

Section 2. That the Commissioner of Social Services Stacy Alvord is hereby authorized to fill said positions for the period of September 16, 2013 to April 4, 2014.

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

Moved by Legislator Burke, seconded by Legislator Bush, and adopted.

RESOLUTION NO. 332 - 2013
RESOLUTION AUTHORIZING A PERMIT AGREEMENT BETWEEN
THE LEWIS COUNTY DEPARTMENT OF SOCIAL SERVICES AND
NYS DEPARTMENT OF LABOR

Introduced by Legislator William Burke, Chairman of the Social Services Committee.

BE IT RESOLVED as follows:

Section 1. That the Board of Legislators hereby authorizes a renewal Permit Agreement between the County of Lewis, by and through the Department of Social Services and the New York State Department of Labor, for the purpose of providing office space for the New York State Department of Labor at the Department of Social Services located on Outer Stowe Street, Lowville, New York.

Section 2. That the term of said Agreement shall be from October 1, 2012 through September 30, 2014, at a rate of \$160.13 per month.

Section 3. That the Chairman, or Vice-Chairman, of the Board of Legislators is hereby authorized to execute, seal and deliver said Permit Agreement.

Section 4. That the within resolution shall take effect immediately.

Moved by Legislator Burke, seconded by Legislator Boyd, and adopted.

RESOLUTION NO. 333 - 2013
RESOLUTION AUTHORIZING AGREEMENT
BETWEEN DEPARTMENT OF SOCIAL SERVICES AND
LEWIS COUNTY OFFICE FOR THE AGING

Introduced by Legislator William Burke, Chairman of the Social Services Committee.

BE IT RESOLVED as follows:

Section 1. That the Board of Legislators hereby authorizes an Agreement between the County of Lewis, by and through the Department of Social Services, and Lewis County Office for the Aging for the purpose of providing the Home Energy Assistance Program (HEAP) outreach and certification services to low income residents of Lewis County.

Section 2. That the term of this Agreement shall be from October 1, 2013 through September 30, 2014 at a cost not to exceed \$17,000.00.

Section 3. That the Chairman, or Vice-Chairman, of the Board of Legislators is hereby authorized to make, execute, seal and deliver said Agreement, pending approval by the County Attorney.

Section 4. That the within Resolution shall take effect immediately.

Moved by Legislator Burke, seconded by Legislator Hathway, and adopted.

**RESOLUTION NO. 334 - 2013
RESOLUTION TO TRANSFER FUNDS
SOCIAL SERVICES DEPARTMENT**

Introduced by Legislator William Burke, Chairman of the Social Services Committee.

BE IT RESOLVED as follows:

Section 1. That the following budget transfers be approved in the Social Services Department to transfer money to Lewis County Public Health in support of the Local Early Intervention Assessment (LEIA) Program claimed through the Department of Social Services for the 01-03/2013 Quarter:

<u>From:</u>	<u>Amount:</u>
A46100 Federal Admin	\$1,038.00
A36100 State Admin	1,038.00
<u>To:</u>	
A44100 LEIA Trans	\$2,076.00

Section 2. That the within resolution shall take effect immediately.

Moved by Legislator King, seconded by Legislator Bush, and adopted.

**RESOLUTION NO. 335 - 2013
RESOLUTION TO APPROPRIATE FUNDS FOR
SOCIAL SERVICES**

Introduced by Legislator William Burke, Chairman of the Social Services Committee.

Whereas, the Department of Social Services has received an allocation in the amount of \$46,736.00 to support 2013 Summer Youth Employment (SYEP).

Now, Therefore, BE IT RESOLVED, as follows:

Section 1. That the following appropriations are hereby approved for 2013 TANF Summer Youth Employment Program (SYEP):

<u>Increase Revenue:</u>		
A36090	State TANF	\$46,736.00
<u>Increase Expenses:</u>		
A6109.1999	Pay – TANF SYEP	43,274.00
A6109.8999	Fringes – TANF SYEP	3,462.00

Section 2. That the within resolution shall take effect immediately.

Moved by Legislator Stanford, seconded by Legislator Burke, and adopted.

**RESOLUTION NO. 336 - 2013
RESOLUTION TO TRANSFER FUNDS
SOCIAL SERVICES**

Introduced by Legislator William Burke, Chairman of the Social Services Committee.

BE IT RESOLVED as follows:

Section 1. That the following budget transfer is hereby approved in the Social Services accounts for the purchase of 8 desktop and 14 laptop computers by utilizing Capital Data Processing funds (HAE9901.9) balance \$54,504.81:

<u>Increase Revenue:</u>	
A50310 (Inter-fund transfers)	\$15,348.00
<u>Increase Expense:</u>	
A6010.2217 (Computers)	\$15,348.00

Section 2. That the within resolution shall take effect immediately.

Moved by Legislator Stanford, seconded by Legislator Burke, and adopted.

**RESOLUTION NO. 337 - 2013
RESOLUTION TO APPROPRIATE FUNDS
TRAIL MAINTENANCE**

Introduced by Legislator Richard Lucas, Chairman of the Economic Development

Committee.

BE IT RESOLVED, as follows:

Section 1. That the following appropriation is hereby approved in the Trail Maintenance accounts:

<u>Increase Revenue:</u>	
A20010 (Permits)	\$50,000.00
<u>Increase Expense:</u>	
A7990.4604 (Trail Work)	\$50,000.00

Section 2. That the within resolution shall take effect immediately.

Moved by Legislator Hathway, seconded by Legislator King, and adopted.

**RESOLUTION NO. 338 - 2013
RESOLUTION TO TRANSFER FUNDS
TRAIL MAINTENANCE**

Introduced by Legislator Richard Lucas, Chairman of the Economic Development Committee.

BE IT RESOLVED, as follows:

Section 1. That the following transfer of funds is hereby approved in the Trail Maintenance accounts to purchase an I-PAD for record keeping out in the field:

<u>From:</u>	<u>Amount</u>
A7990.4604 (Trail Work)	\$789.72
<u>To:</u>	
A7990.2409 (Data Proc Equip)	\$789.72

Section 2. That the within resolution shall take effect immediately.

Moved by Legislator Boyd, seconded by Legislator Hathway, and adopted.

**RESOLUTION NO. 339 - 2013
RESOLUTION TO APPROPRIATE FUNDS
BUS OPERATIONS**

Introduced by Legislator Richard Lucas, Chairman of the Economic Development Committee.

BE IT RESOLVED, as follows:

Section 1. That the following appropriations are hereby approved for Mass Transportation Project Grant:

Increase Revenue:

A45941 (Transit Grant-Fed CFDA 20.509)	\$224,080.00
A35941 (Transit Grant-State)	\$ 28,010.00
A27050.9 (Transit Grant-Local)	\$ 26,000.00

Decrease Expense:

A1990.4999 (Contingency)	\$ 2,010.00
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Increase Expense:

A5630.2233 (Vehicles CFDA 20.509)	\$260,000.00
A5630.2227 (Shelters CFDA 20.509)	\$ 20,100.00

Section 2. That the within resolution shall take effect immediately.

Moved by Legislator Boyd , seconded by Legislator Lucas , and adopted.

RESOLUTION NO. 340 - 2013
RESOLUTION AMENDING COMPENSATION PLAN
WITH REFERENCE TO PUBLIC HEALTH DEPARTMENT

Introduced by Legislator Paul Stanford, Chairman of the Public Health Committee.

BE IT RESOLVED as follows:

Section 1. That the Board of Legislators hereby amends the Compensation Plan of the County of Lewis, to create the following positions with reference to the Public Health Department:

<u>TITLE</u>	<u>STATUS</u>	<u>SALARY</u>
Public Health Program Assistant	Part-time (17 hrs/week)	Grade C20-1 (\$16.59-\$17.92/hr.)
Public Health Emergency Preparedness Coordinator	Part-time (Up to 17 hrs/week)	\$21.15 - \$22.85/hr.
Animal Control Officer	Part-Time (As Needed-On-Call)	Grade C27-1 (\$19.97-\$21.59/hr.)

Section 2. That Interim Director Penny Ingham is hereby authorized to fill said positions effective immediately.

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

Moved by Legislator Stanford , seconded by Legislator Burke ,and adopted.

RESOLUTION NO. 341 - 2013
RESOLUTION AUTHORIZING AGREEMENT BETWEEN
THE COUNTY OF LEWIS AND C&S COMPANIES FOR THE
LEWIS COUNTY EMERGENCY COMMUNICATIONS PROJECT

Introduced by Legislator John Boyd, Chairman of the Emergency Management Committee.

WHEREAS, the County of Lewis is in the process of studying, evaluating, designing with the ultimate goal of constructing and installing capital equipment for the purpose of upgrading its emergency radio communications system for use by all emergency service agencies (the "Project"); and

WHEREAS, the County of Lewis received a proposal from C&S Engineers, Inc. ("C&S") to provide consulting services to the County with regard to Program/Project Management & Engineering Services for the Project, which proposal set forth a total cost of engineering and related services for this Project of \$644,320; and

WHEREAS, the Board of Legislators has heretofore authorized C&S to begin the Pre-Design Phase of the Project and entered into an agreement with C&S for the Pre-Design Phase for the period of June 6, 2012 through December 31, 2012 in an amount not to exceed \$40,000; and

WHEREAS, the Board of Legislators approved a modification of the above referenced contract to extend the same through December 31, 2013 pursuant to Resolution No. 254-2013; and

WHEREAS, the Board of Legislators wishes to authorize the remaining phases as described in the C&S Proposal at a cost not to exceed \$604,320 (\$644,320 total project cost less the \$40,000 previously authorized);

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. That the Board of Legislators hereby authorizes an agreement with C&S Engineers, Inc. for Program/Project Management & Engineering Services for the Lewis County Emergency Communications Project at a cost not to exceed \$604,320.

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 Boyd , seconded by Legislator Bush , and adopted.

RESOLUTION NO. 342 - 2013
RESOLUTION AMENDING COMPENSATION PLAN
WITH REFERENCE TO PUBLIC HEALTH DEPARTMENT

Introduced by Legislator Paul Stanford, Chairman of the Public Health Committee.

BE IT RESOLVED as follows:

Section 1. That the Board of Legislators hereby amends the Compensation Plan of the County of Lewis, with reference to the Public Health Department, to create the following position:

<u>TITLE</u>	<u>STATUS</u>	<u>SALARY</u>
Keyboard Specialist	Full-time	Grade C9 (\$12.84-\$13.88)

Section 2. That Interim Director of Public Health Penny Ingham is hereby authorized to fill said position effective immediately.

Section 3. That the within resolution shall take effect immediately

Moved by Legislator Stanford , seconded by Legislator Burke , and adopted.

RESOLUTION NO. 343 - 2013
RESOLUTION AUTHORIZING AGREEMENT BETWEEN
THE COUNTY OF LEWIS AND M.R. COSTA CONSULTING GROUP, LLC FOR THE
LEWIS COUNTY EMERGENCY COMMUNICATIONS PROJECT

Introduced by Legislator Jerry King, Member of the Emergency Management Committee.

WHEREAS, the County of Lewis is in the process of studying, evaluating, designing with the ultimate goal of constructing and installing capital equipment for the purpose of upgrading its emergency radio communications system for use by all emergency service agencies (the "Project"); and

WHEREAS, the County of Lewis received a proposal from M.R. Costa Consulting Group, LLC ("Consultant") to provide consulting services to the County for the purpose of preparing and submitting a (Round 3) Statewide Interoperable Communications Grant (SICG) proposal to the New York State Division of Homeland Security and Emergency Services (DHSES), through its Office of Interoperable and Emergency Communications (OIEC) which is due September 30, 2013; and

WHEREAS, Consultant has offered to perform the above services at \$75.00 per hour (not to exceed \$12,000 total). The service is projected to require 160 hours to complete. Consultants charge \$75.00 per hour (not to exceed \$12,000 total). Consultant will be paid an initial retainer fee of \$3,000 to be used against hours billed. Consultants will document and bill for hours and other expenses according to the Agreement; and

WHEREAS, the Board of Legislators wish to retain the services of M.R. Costa Consulting Group, LLC;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. That the Board of Legislators hereby authorizes an agreement with M.R. Costa Consulting Group, LLC for the purpose of preparing and submitting a (Round 3) Statewide Interoperable Communications Grant (SICG) proposal to the New York State Division of Homeland Security and Emergency Services at a cost not to exceed \$12,000.

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 Boyd, seconded by Legislator Stanford, and adopted.

OTHER BUSINESS:

Legislator King inquired if Information Technology personnel could obtain and provide quotes for a paperless Resolution process for Legislators, to include laptops, electronic tablets and/or installation of screens for public viewing. Legislator Stanford relayed previously reviewing the matter, reporting nominal cost savings for paper or time as opposed to equipment costs.

Legislator Lucas relayed that the Development Authority of the North Country's (DANC) meetings are all paperless, as an example of technological opportunities, further suggesting that meetings could be broadcast. He suggested an electronic trial with a couple of Legislators.

Chairman Tabolt charged the Committee to explore and obtain pricing on options for an electronic Resolution process and report to the Board.

There being no other business to come before the Board, the meeting adjourned on motion by Legislator Hathway, seconded by Legislator Stanford and carried at 10:20 a.m.