

LAW & FINANCE

AGENDA September 8, 2021 4:00pm

Chair: Jonathan Schopf

Members:

Phil Barrett - VC
Joe Grasso
Kevin Tollisen
Matthew Veitch
Sandra Winney
Tom Wood

Welcome and Attendance

Approval of the minutes from August 11, 2021

GOVERNMENT REVIEW & EFFICIENCY

- Introducing a Local Law adopting a Capital Plan and setting a public hearing.
(Supervisor Veitch)
BUDGET IMPACT: None.

HEALTH & HUMAN SERVICES

- Authorizing an amendment to the agreement with Rejha Group, LLC for transportation services for preschool children with special needs.
(Rebecca Robarge, Youth Bureau)
BUDGET IMPACT: None. Funds are available in the 2021 budget.
- Authorizing acceptance of 2021 State Aid allocation from the New York State Office of Children and Family Services for Youth Development and Runaway Homeless Youth Programs and Services.
(Rebecca Robarge, Youth Bureau)
BUDGET IMPACT: None. 100% State Aid. The 2021 budget will be amended to accept these funds and authorize the related expenses.
- Authorizing reappropriation of Youth Development Program funds from the State Office of Children and Family Services
(Rebecca Robarge, Youth Bureau)
BUDGET IMPACT: None. 100% State Aid.

PUBLIC SAFETY

- Authorizing an agreement with the New York State Division of Homeland Security and Emergency Services to accept a \$138,956 Public Safety Answering Points (PSAP) grant.
(Michael Zurlo, County Sheriff)
BUDGET IMPACT: None. 100% State Aid

- Authorizing an agreement with the New York State Office of Indigent Legal Services to accept a \$257,269 Indigent Legal Services Grant.
(Andrew Blumenberg, Public Defender)
BUDGET IMPACT: None. 100% State Aid
- Authorizing the acceptance of additional State Aid in the amount of \$5,000 from the New York State STOP-DWI Foundation, Inc. for DWI Crackdown Program patrols and activities, and amending the 2021 budget in relation thereto.
(J. Wes Carr, STOP-DWI)
BUDGET IMPACT: None. 100% State Aid. The 2021 budget will be amended to accept these funds and authorize the related expenses.
- Proclaiming October as Domestic Violence Awareness Month in Saratoga County.
(Karen Heggen, District Attorney)
BUDGET IMPACT: None.

HUMAN RESOURCES & INSURANCE

- Approving the restructuring of certain Departments.
(Steve Bulger, County Administrator)
BUDGET IMPACT: None.
- Approving a transfer of funds to cover 18-B Attorney's fees.
(Scot Chamberlain, Director of Human Resources)
BUDGET IMPACT: A transfer from Fund Balance in the amount of \$160,000 will be required to cover current and anticipated expenses under 18-B.

LAW & FINANCE

- Authorizing a contract for the Senior Nutrition Program.
(Sandi Cross, Director of Aging)
BUDGET IMPACT: None. Funds are included in the 2021 budget.
- Authorizing the Chair of the Board to execute and submit the Four Year Workforce Development Area Local Plan for the Saratoga Warren Washington Workforce Development Board.
(Jenniffer McCloskey, WIA Program Director)
BUDGET IMPACT: None.
- Authorizing the Chairman to enter into an agreement with MJ Engineering and Land Surveying P.C. in an amount not to exceed \$24,700 for architectural, structural, mechanical, electrical, plumbing and environmental site assessment of a property in the City of Mechanicville.
(Dan Rourke, Executive Director of Sewer District)
BUDGET IMPACT: None.

- Authorizing an amendment to the agreement with Adirondack Environmental Services Inc. for a total not to exceed amount of \$130,058 to cover costs associated with sample analysis required by the USEPA for the Saratoga County Sewer District's technical determination of local limits.
(Dan Rourke, Executive Director of Sewer District)
BUDGET IMPACT: None.
- Authorizing an agreement with J.W. Danforth in an amount not to exceed \$750,000 for the replacement of supply and return hot water piping for building heat at the Waste Water Treatment Plant.
(Dan Rourke, Executive Director of Sewer District)
BUDGET IMPACT: None.
- Adopting a Local Law to provide for a cost of living increase for certain County officials.
(Steve Bulger, County Administrator)
BUDGET IMPACT: None.

CHAIRMAN'S ITEM

- Appointing Scot Chamberlain as Workers Compensation Administrator.
(Chairman Kusnierz)
BUDGET IMPACT: None.
- Appointing Mike Butler as a Commissioner of Saratoga County Sewer District No. 1.
(Chairman Kusnierz)
BUDGET IMPACT: None.

Other Business

- **Setting agenda for Board Meeting Scheduled For September 21, 2021**

Adjourn

The public will have an opportunity to hear the meeting live via an audio signal using this call-in number and access code:

Dial: 1-978-990-5145

Access Code: 1840389



SARATOGA COUNTY
AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michael Hartnett, County Attorney
Therese Connolly, Clerk of the Board

CC: Jason Kemper, Planning Director
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office

FROM: County Attorney

DATE: September 1, 2021

RE: Local Law Opting into County Law 357 (Capital Plan)

COMMITTEE: GRE; forwarded to Law and Finance

1. Is a Resolution Required: YES or NO
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)

2. Is a Budget Amendment needed: YES or NO
(If yes, budget lines and impact must be provided)

3. Are there Amendments to the Compensation Schedule: YES or NO
(If yes, provide details)

4. Specific details on what the resolution will authorize:

Proposing a Local Law and establishing a Public Hearing on the adopting thereof, opting into the applicability of County Law

357

5. Does this item require hiring a Vendors/Contractors: YES or NO

- a. Were bids/proposals solicited:
- b. Is the vendor/contractor a sole source:
- c. Commencement date of contract term:
- d. Termination of contract date:
- e. Contract renewal and term:
- f. Contact information:
- g. Is the vendor/contractor an LLS, PLLC or partnership:
- h. State of vendor/contractor organization:
- i. Is this a renewal agreement: YES or NO
- j. Vendor/Contractor comment/remarks:



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution: YES or NO
(If yes, attach the last approved resolution)
- a. What were the terms of the prior resolution
 - b. Are the terms changing:
 - c. What is the reason for the change in terms:
7. Is a new position being created: YES or NO
- a. Effective date
 - b. Salary and grade
8. Is a new employee being hired: YES or NO
- a. Effective date of employment
 - b. Salary and grade
 - c. Appointed position:
 - d. Term:
9. Is a grant being accepted: YES or NO
- a. Source of grant funding:
 - b. Amount of grant:
 - c. Purpose grant will be used for:
 - d. Equipment and/or services being purchased with the grant:
 - e. Time period grant covers:
10. Remarks/Reasoning (Supporting documentation must be attached to this form):

Item carried by the Government Review and Efficiency Committee on 8/25/2021.

Attachments:

County Law 373; County Law 376.

Resolution 235-2021.

Draft version of proposed Local Law.

NY CLS County § 373

Current through 2021 released Chapters 1-416

New York Consolidated Laws Service > County Law (Arts. 1 — 25) > Article 7 Finance (§§ 350 — 381)

§ 373. Capital program

1. Where the board of supervisors of a county, by action taken pursuant to section three hundred seventy-six, provides that this section shall apply to such county, the budget officer shall cause to be prepared for inclusion in the tentative budget a recommended capital program covering capital projects, if any, to be acquired or constructed during the ensuing fiscal year. Such program shall be arranged in such manner as to set forth clearly:

(a) The estimated expenditures for each capital project for the ensuing fiscal year and in the case of a capital project not to be completed during the ensuing fiscal year, the estimated amount to be expended therefor after the close of such year; and

(b) The proposed method of financing such capital program, separately indicating the amount of each project proposed to be financed by direct budgetary appropriation and the amount of each project proposed to be financed by the issuance of obligations, showing the proposed types of obligations together with the periods for which they are proposed to be issued.

2. There shall be included in the budget message, if any, a general summary showing the capital requirements for the ensuing fiscal year and such comments and recommendations with respect to the capital program as the budget officer may deem advisable.

3. At any time after the adoption of the budget the board of supervisors by the affirmative vote of two-thirds of its total membership may amend the capital program contained therein by adding, modifying or abandoning projects. No capital project shall be authorized or undertaken unless included in the budget as adopted or amended.

History

Add, L 1950, ch 691, eff July 1, 1950.

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NY CLS County § 376

Current through 2021 released Chapters 1-416

New York Consolidated Laws Service > County Law (Arts. 1 — 25) > Article 7 Finance (§§ 350 — 381)

§ 376. Local laws; resolutions

1. Whenever in this article the board of supervisors is authorized by action taken pursuant to this section, to alter or abolish the requirements of any section of this article, or part thereof, or to make applicable to the county the provisions of any such section, or part thereof, not otherwise applicable, such action shall be by local law adopted in the manner prescribed in the municipal home rule law. Notwithstanding the provisions of this chapter or any general, special or local law, a local law adopted pursuant to this article shall not be subject to a mandatory or permissive referendum.

2. Notwithstanding the provisions of this chapter or of any general, special or local law, and except as expressly permitted by this article, no local law or resolution shall be adopted by a board of supervisors inconsistent with the mandatory provision of this article or the optional provisions thereof where made applicable; provided, however, that local laws may be adopted imposing additional requirements not inconsistent with any such provisions.

3. Notwithstanding the provisions of this chapter or of any general, special or local law, a roll call vote shall be taken when any resolution expressly authorized or required by this article is voted upon by the board of supervisors. Such roll call vote shall be entered in the minutes of the board.

4. Any local law by which an optional provision of this article is made applicable to a county may be repealed, whereupon such optional provision shall cease to be applicable to such county. Any other local law, or resolution, adopted pursuant to this article may be amended or repealed, provided that no such local law or resolution shall be amended so as to be inconsistent with the mandatory provisions of this article or the optional provisions thereof where made applicable. A resolution to amend or repeal a resolution previously adopted pursuant to an express authorization or requirement of this article shall be voted upon, and the roll call vote thereon shall be recorded, in the manner provided in subdivision three of this section.

History

Add, L 1950, ch 691, eff July 1, 1950; amd, L 1965, ch 755, § 4, eff July 1, 1965.

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8/17/21



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 235 - 2021

Introduced by Supervisors Veitch, Connolly, Gaston, Grasso, Raymond, Schopf and Tollisen

**AMENDING THE POLICIES AND PROCEDURES MANUAL
UNDER OPERATING BUDGET PROCEDURES**

WHEREAS, Resolution 330-82 adopted a manual of Policies and Procedures for the conduct of Saratoga County government; and

WHEREAS, since adoption, the Board of Supervisors has enacted several amendments to the Manual; and

WHEREAS, the annual review of the Manual, mandated by Section 104-b of the General Municipal Law, has disclosed the appropriateness of revisions proposed by the Board's Government Review and Efficiency Committee to the County's Operating Budget Policy, including the Capital Budget Procedure and the Support for Outside Agencies and Not-For-Profit Corporations; and

WHEREAS, a copy of the Government Review and Efficiency Committee's proposed Operating Budget Policy, including the Capital Budget Procedure and the Support for Outside Agencies and Not-For-Profit Corporations, was provided to each member of this Board; and

WHEREAS, the Government Review and Efficiency Committee and the Law and Finance Committee have recommended that the Operating Budget Policy, including the Capital Budget Procedure and the Support for Outside Agencies and Not-For-Profit Corporations, be amended as proposed; and

WHEREAS, implementation of any legislative revisions to the Manual requires the approval of this Board; now, therefore, be it

RESOLVED, that the following section of the Saratoga County Policies and Procedures Manual is amended to revise the Operating Budget Policy, as more particularly described in the Government Review and Efficiency proposal:

<u>CHAP/SECTION</u>	<u>TITLE</u>	<u>LAST AMENDED</u>	<u>RESOL.</u>
2 A	Operating Budget	July 2021	211-2021

and, it is further

RESOLVED, that the Human Resources Department shall distribute copies of this amendment to all County departments and agencies; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No Budget Impact.

INTRODUCTORY NO. 6 OF 2021

PRINT NO. 1

INTRODUCED BY: Supervisors Veitch, Connolly, Gaston, Grasso, Raymond,
Schopf and Tollisen

**COUNTY OF SARATOGA
LOCAL LAW NO. [_] OF 2021**

**A LOCAL LAW ADOPTING APPLICABILITY OF
COUNTY LAW 373 TO THE COUNTY OF SARATOGA**

BE IT ENACTED by the Saratoga County Board of Supervisors as follows:

SECTION 1.

In accordance with Article 7, Section 357, Subsection 1 of the County Law, that the provisions of Article 7, Section 357 of the County Law shall apply to the County of Saratoga and shall be implemented through a Capital Budget Procedure duly adopted by the Saratoga County Board of Supervisors.

SECTION 2.

That the Capital Budget Procedure, as adopted by Resolution 235-2021 and implemented through the duly adopted Operating Budget Procedure is hereby ratified.

SECTION 3.

This Local Law shall be effective upon its filing with the New York State Secretary of State in accordance with section 27 of the Municipal Home Rule Law.



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michael Hartnett, County Attorney
Therese Connolly, Clerk of the Board

CC: Jason Kemper, Planning Director
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office

FROM: Jenniffer McCloskey

DATE: 8/26/21

RE: Workforce Development Board Local Plan approval

COMMITTEE: Economic Development

1. Is a Resolution Required: YES or NO
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)
2. Is a Budget Amendment needed: YES or NO
(If yes, budget lines and impact must be provided)
3. Are there Amendments to the Compensation Schedule: YES or NO
(If yes, provide details)
4. Specific details on what the resolution will authorize:
The approval of the Saratoga Warren Washington Workforce Development Board 4 year Local Plan.
5. Does this item require hiring a Vendors/Contractors: YES or NO
 - a. Were bids/proposals solicited:
 - b. Is the vendor/contractor a sole source:
 - c. Commencement date of contract term:
 - d. Termination of contract date:
 - e. Contract renewal and term:
 - f. Contact information:
 - g. Is the vendor/contractor an LLS, PLLC or partnership:
 - h. State of vendor/contractor organization:
 - i. Is this a renewal agreement: YES or NO
 - j. Vendor/Contractor comment/remarks:



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution: YES or NO
(If yes, attach the last approved resolution)
- a. What were the terms of the prior resolution See attached
 - b. Are the terms changing: no
 - c. What is the reason for the change in terms:
7. Is a new position being created: YES or NO
- a. Effective date
 - b. Salary and grade
8. Is a new employee being hired: YES or NO
- a. Effective date of employment
 - b. Salary and grade
 - c. Appointed position:
 - d. Term:
9. Is a grant being accepted: YES or NO
- a. Source of grant funding:
 - b. Amount of grant:
 - c. Purpose grant will be used for:
 - d. Equipment and/or services being purchased with the grant:
 - e. Time period grant covers:
10. Remarks/Reasoning (Supporting documentation must be attached to this form):

The Local Plan details labor market information, training and skill needs, business needs and in-demand occupations for our three county area. The plan also describes how the Workforce Development Board and Career Center leadership will work with partners in education, economic development, and the business community to ensure the services and training we deliver are appropriate and efficient. The Local Plan sets up a framework of WDB and Career Center priorities for the 4 year period of July 1, 2021- June 30, 2025. The Local Plan has been approved by the Workforce Development Board and the New York State Department of Labor.
Full Local Plan back up provided with the Economic Development Agenda 9/1/2021



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 280 - 2017

Introduced by Supervisors Szczepaniak, DeLucia, Grattidge, Johnson, Lawler, Lucia and Richardson

**AUTHORIZING THE CHAIR OF THE BOARD TO EXECUTE AND
SUBMIT THE WORKFORCE DEVELOPMENT AREA LOCAL PLAN
FOR THE SARATOGA-WARREN-WASHINGTON WORKFORCE
DEVELOPMENT BOARD FOR PROGRAM YEARS ~~2017-2021~~
2021-2025**

WHEREAS, Saratoga County, Warren County and Washington County are the component counties in the local Workforce Development Area; and

WHEREAS, Saratoga, Warren and Washington Counties are required to prepare, approve and submit to the New York State Department of Labor a Workforce Development Area Local Plan for the Program Years beginning July 1, ~~2017~~ and ending June 30, ~~2021~~; and
2021 2025

WHEREAS, the Saratoga-Warren-Washington Workforce Development Board has prepared a Workforce Development Area Local Plan for the Program Years ~~2017-2021~~ 2021-2025 providing information relating to strategies and efficiencies for increases in employment, funding and alignment with updated federal, state and local priorities; and

WHEREAS, our Economic Development Committee and our Director of Employment and Training have recommended that the local Workforce Development Area Local Plan for the Program Years ~~2017-2021~~ be approved by this Board; now, therefore, be it
2021-2025

RESOLVED, that the Chair of the Board is authorized to execute and submit to the New York State Department of Labor the Saratoga-Warren-Washington Workforce Development Area Local Plan for the Program Years beginning July 1, ~~2017~~ and ending June 30, ~~2021~~, with the form and content thereof to be subject to the approval of the County Attorney; and be it further
2021 2025

RESOLVED, that the Chair of the Board be, and hereby is, authorized to execute any and all related agreements and grant documents and revisions thereto, to access aid funds which may be allocated between Saratoga, Warren and Washington Counties in a manner prescribed under a separate Inter-County Agreement, with the form and content thereof to be subject to the approval of the County Attorney.

BUDGET IMPACT STATEMENT: No budget impact.



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michael Hartnett, County Attorney
Therese Connolly, Clerk of the Board

CC: Jason Kemper, Planning Director
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office

FROM: Sewer District

DATE: 9/1/21

RE: Contract for MJ Engineering to perform Property Inspection

COMMITTEE: Law and Finance

1. Is a Resolution Required: YES or NO
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)

2. Is a Budget Amendment needed: YES or NO
(If yes, budget lines and impact must be provided)

3. Are there Amendments to the Compensation Schedule: YES or NO
(If yes, provide details)

4. Specific details on what the resolution will authorize:

The resolution will authorize the chairman to enter into an agreement with MJ Engineering and Land Surveying P.C. in an amount not to exceed \$24,700. The work to be performed includes an architectural, structural, mechanical, electrical, plumbing and environmental site assessment of a property the Sewer District is looking to purchase in the City of Mechanicville.

5. Does this item require hiring a Vendors/Contractors: YES or NO

- a. Were bids/proposals solicited: No, professional service and time sensitive
- b. Is the vendor/contractor a sole source: No
- c. Commencement date of contract term: TBD
- d. Termination of contract date: N/A
- e. Contract renewal and term:
- f. Contact information: Carrie Dooley 1533 Crescent Road Clifton Park 12065
- g. Is the vendor/contractor an LLS, PLLC or partnership: P.C.
- h. State of vendor/contractor organization: New York
- i. Is this a renewal agreement: YES or NO
- j. Vendor/Contractor comment/remarks:



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution: YES or NO
(If yes, attach the last approved resolution)
- What were the terms of the prior resolution
 - Are the terms changing:
 - What is the reason for the change in terms:
7. Is a new position being created: YES or NO
- Effective date
 - Salary and grade
8. Is a new employee being hired: YES or NO
- Effective date of employment
 - Salary and grade
 - Appointed position:
 - Term:
9. Is a grant being accepted: YES or NO
- Source of grant funding:
 - Amount of grant:
 - Purpose grant will be used for:
 - Equipment and/or services being purchased with the grant:
 - Time period grant covers:
10. Remarks/Reasoning (Supporting documentation must be attached to this form):

The sewer District is currently undergoing design for a new storage building on site at the WWTP. Cost Estimates for the 15,700 SF new building range from \$1.8M-\$2.2M depending on contingencies, steel pricing, site conditions etc. The property is listed for 1.2M, consists of 21,000 SF of new warehouse space, 11000SF of older warehouse space and 9,500 ft of potential storage/office space. Space at the WWTP is also very valuable for treatment purposes, and a new storage facility would eat up over an acre of land that could be utilized for future required treatment.



August 31, 2021

Mr. Daniel Rourke, P.E.
Executive Director
Saratoga County Sewer District #1
P.O. Box 550
Mechanicville, NY 12118

RE: Proposal for Architectural and Engineering Services
Saratoga County Sewer District #1
DiSiena Property Assessment
Mechanicville, New York
Parcel Tax ID: 261.4-2-20.11

Dear Mr. Rourke:

M.J. Engineering and Land Surveying, P.C. (MJ) is pleased to provide the Saratoga County Sewer District #1 (SCSD) this proposal for architectural and engineering services to perform a building condition assessment and Phase 1 Site Environmental Assessment at the property formerly operated by DiSiena Furniture, located on Round Lake Avenue in Mechanicville, New York.

PROJECT UNDERSTANDING

Based on our August 16, 2021, site visit, MJ's project understanding is included below.

- SCSD is interested in acquiring the property associated with Parcel Tax ID: 261.43-2-20.11, which was formerly operated by DiSiena Furniture.
- The property referenced above is approximately 5.75 acres.
- There are two (2) separate buildings on the property including a showroom building with attached storage area and a large warehouse building. Both buildings will be included in the architectural and engineering assessment of the property.
- SCSD has requested that MJ provide a proposal to conduct the environmental, architectural, and engineering assessments prior to completion of the property acquisition.
- A civil/site and utility engineering assessment of the property is not requested. MJ can provide these services with a supplemental proposal if required.
- A boundary and/or topographic survey of the property is not requested. MJ can provide these services with a supplemental proposal if required.





Based upon the above understanding, MJ offers the following Scope of Services.

SCOPE OF SERVICES

Task 1: Architectural and Structural Assessment

- Attend a kickoff meeting with SCSD to review scope, schedule, and deliverables.
- Review available information, including as-built drawings of the buildings and record information.
- Conduct one (1) site visit to review the architectural and structural conditions of the two (2) existing buildings on the property.
- Develop a draft structural and architectural building condition assessment report, including the two (2) existing buildings on the property. The draft condition assessment report will include architectural and structural descriptions of the buildings, an architectural code review, architectural and structural findings and deficiencies, conceptual recommendations for deficiency repairs, and rough order of magnitude construction cost estimates for the repairs.
- Meet with SCSD to review the draft condition assessment report.
- Incorporate SCSD's comments on the draft condition assessment report and provide a final condition assessment report signed by a professional engineer licensed in the State of New York.

Task 2: Mechanical, Electrical, Plumbing, and Fire Protection Assessment

- MJ will contract with a subconsultant to provide the mechanical, electrical, plumbing, and fire protection (MEP/FP) condition assessments of the property.
- Review available information including as-built drawings of the buildings and record information.
- Conduct one (1) site visit to review the MEP/FP conditions of the two (2) existing buildings on the property.
- Provide a written narrative of MEP/FP investigations and recommendations incorporated into the Task 1 building condition assessment report. The narrative will document existing MEP/FP conditions within the two buildings, provide recommendations for MEP/FP system upgrades or repairs, and provide rough order of magnitude cost estimates for the upgrades and repairs.

Task 3: Phase 1 Site Environmental Assessment

- MJ will contract with a subconsultant to provide the Phase 1 Site Environmental Assessment of the property.
- Review available information, including site and vicinity Sanborn Maps, city directories, applicable federal, state, and local agency records, and historical aerial photographs.
- Examination of past and current site usage and conditions, including one (1) site visit to conduct a visual survey.
- Submit information request to the County Health Department and appropriate local agencies for information pertaining to past conditions with environmental concern.
- Preparation of an environmental assessment report by a qualified environmental professional following ASTM 1527 standards, including copies of any (available) prior environmental assessments or remedial activity reports, photographs taken during the visual survey, a site plan identifying all visible structures, tanks, wells, etc. and detailing any recommendation for further investigation.



ASSUMPTIONS AND TASKS NOT INCLUDED IN THIS PROPOSAL

The proposal has been prepared assuming the following:

- Access to the existing buildings and site will be provided/coordinated by SCSD.
- The site assessments will be visual in nature.
- Components and systems which are concealed or not accessible will not be included in the assessment.
- Roof and attic visual assessments will be completed from grade.
- MJ will adhere to SCSD and the building owner's safety and COVID-19 protocols during the site visits.

The following efforts are excluded from this scope of services:

- Topographic survey.
- Geotechnical investigation.
- Hazardous material testing.
- Destructive and non-destructive testing.
- Assessment of civil/site design features.
- Assessment of underground utilities.
- Development of existing condition drawings or sketches.
- Engineering analysis of the existing buildings, components, and systems.
- Detailed energy studies to determine relative merits of alternate building HVAC systems are not included in our proposal.
- Engineering services associated with NYSERDA or any other utility-based rebate programs are not included in the proposal.
- Design and detailing of the recommended repairs.
- The Phase 1 Site Environmental Assessment does not include the following "user" required elements of the ASTM 1527:
 - Environmental Lien Search
 - Title/Chain of Title Search

As the project advances, MJ can provide the associated scope and fee for the above services, if requested.

SCHEDULE

Based upon our understanding of the SCD objectives, MJ proposes to provide the draft assessment report within (6) six weeks of receipt of Work Authorization. The final assessment report will be provided within (2) two weeks of receipt of SCSD comments.

FEE

MJ proposes to complete the above-listed services for a lump sum fee:

Task 1 – Architectural and Structural Assessment	\$10,100
Task 2 – Mechanical, Electrical, Plumbing, Fire Protection Assessment.....	\$10,900
<u>Task 3 – Phase 1 Site Environmental Assessment</u>	<u>\$3,700</u>
Total Lump Sum Fee.....	\$24,700



MJ will invoice SCSD at the completion of the project. The fee assumes there are no significant changes resulting from decisions, conditions and/or events beyond MJ's control.

Thank you for the invitation to submit this proposal. We look forward to working with SCSD on this project. In the event there are any questions concerning our suggested approach and scope of services, please do not hesitate to contact this office at (518) 371-0799 or contact Carrie Dooley directly at carriedooley@mjels.com.

Sincerely,

Michael D. Panichelli, P.E.
President

/cld



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michael Hartnett, County Attorney
Therese Connolly, Clerk of the Board

CC: Jason Kemper, Planning Director
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office

FROM: Sewer District

DATE: 9/1/21

RE: Contract Increase for Adirondack Labs for sampling related to SCSD's Technical Determination of Local Limits

COMMITTEE: Law and Finance

1. Is a Resolution Required: **YES** or **NO**
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)

2. Is a Budget Amendment needed: **YES** or **NO**
(If yes, budget lines and impact must be provided)

3. Are there Amendments to the Compensation Schedule: **YES** or **NO**
(If yes, provide details)

4. Specific details on what the resolution will authorize:

The resolution will authorize the chairman to enter into an amended agreement with Adirondack Environmental Services Inc.. The amendment will increase the approved contract amount by \$60,000 and provide for a total not to exceed contract amount of \$130,058. This increase will cover all costs associated with sample analysis required by the USEPA for SCSD's Technical Determination of Local Limits.

5. Does this item require hiring a Vendors/Contractors: **YES** or **NO**

- Were bids/proposals solicited: No, professional service for Lab Testing relating to Public health
- Is the vendor/contractor a sole source: No
- Commencement date of contract term: TBD
- Termination of contract date: N/A
- Contract renewal and term:
- Contact information: Chris Hess, 314 N. Pearl Street Albany NY 12207
- Is the vendor/contractor an LLS, PLLC or partnership: Inc.
- State of vendor/contractor organization: New York
- Is this a renewal agreement: **YES** or **NO**
- Vendor/Contractor comment/remarks:



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution: YES or NO
(If yes, attach the last approved resolution)
- What were the terms of the prior resolution
 - Are the terms changing:
 - What is the reason for the change in terms:
7. Is a new position being created: YES or NO
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 - Salary and grade
8. Is a new employee being hired: YES or NO
- Effective date of employment
 - Salary and grade
 - Appointed position:
 - Term:
9. Is a grant being accepted: YES or NO
- Source of grant funding:
 - Amount of grant:
 - Purpose grant will be used for:
 - Equipment and/or services being purchased with the grant:
 - Time period grant covers:
10. Remarks/Reasoning (Supporting documentation must be attached to this form):

The Sewer District is granted authority under the USEPA to manage an Industrial Pretreatment Program, in which SCSD is responsible for regulating the industries that discharge to the sewer district. A part of that program requires a thorough analysis of the pollutants that are discharged to the WWTP from Industrial users as well as residential and commercial. The sampling effort is large and it contains approximately 720 individual samples to be analyzed. This will then be used to calculate the Local Limits that are part of SCSD's local law, and all discharges must follow. It will also help generate industrial limits that individual industrial dischargers must adhere too. There is enough money in the 2021 budget to perform this effort.

**Estimation if each parameter is priced out individually (probably how it will be done)

Parameter	Qty.	Price Per Sample (\$)	Price Per Parameter (\$)
Arsenic	35	85	2975
Cadmium	35	85	2975
Chromium	35	85	2975
Lead	35	85	2975
Selenium	35	85	2975
Silver	35	85	2975
Molybdenum	35	12	420
Copper	35	12	420
Nickel	35	12	420
Zinc	35	12	420
Zirconium	35	12	420
Calcium	28	12	336
Silica	28	12	336
TOX	28	150	4200
TDS	28	12	336
1,2,4 - Triazole	28	500	14000
Pyrazole/Benzotriazole	28	340	9520
Ammonia	14	12	168
TKN	14	18	252
BOD5	14	25	350
Cyanide, Total	14	20	280
Flouride	14	25	350
Oil & Grease	14	25	350
Tetrachloroethylene	14	50	700
Trichloroethylene	14	50	700
Chloroform	14	50	700
TSS	14	10	140
Cyanide, Available	14	150	2100
COD	14	20	280

Aqueous Cost Estimation #2

55048

approx 3k in sludge sampling as well



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michael Hartnett, County Attorney
Therese Connolly, Clerk of the Board

CC: Jason Kemper, Planning Director
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office

FROM: Sewer District

DATE: 9/1/21

RE: Contract via Gordian with J.W. Danforth Company for replacement of Hot Water Piping for Building Heat

COMMITTEE: Law and Finance

1. Is a Resolution Required: **YES** or **NO**
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)

2. Is a Budget Amendment needed: **YES** or **NO**
(If yes, budget lines and impact must be provided)

3. Are there Amendments to the Compensation Schedule: **YES** or **NO**
(If yes, provide details)

4. Specific details on what the resolution will authorize:

The resolution will authorize the chairman to enter into an agreement with JW Danforth Company, utilizing the Gordian Bids received via the Town of Greece, for an amount not to Exceed \$750,000 for the replacement of hot water supply and return piping that unexpectedly failed at the WWTP. This fee includes contingency for unforeseen issues with weather or excavation as the project progresses. It also includes materials pricing which SCSD may purchase separately to meet the critical path schedule. A final

5. Does this item require hiring a Vendors/Contractors: **YES** or **NO**

- a. Were bids/proposals solicited: No, awarded via Job Oder Contracting done by Gordian
- b. Is the vendor/contractor a sole source: No
- c. Commencement date of contract term: TBD
- d. Termination of contract date: N/A
- e. Contract renewal and term:
- f. Contact information: Ian O'Brien 5 Liebich Lane Clifton Park 12065
- g. Is the vendor/contractor an LLS, PLLC or partnership: Inc.
- h. State of vendor/contractor organization: New York
- i. Is this a renewal agreement: **YES** or **NO**
- j. Vendor/Contractor comment/remarks:



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution: YES or NO
(If yes, attach the last approved resolution)
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- Effective date of employment
 - Salary and grade
 - Appointed position:
 - Term:
9. Is a grant being accepted: YES or NO
- Source of grant funding:
 - Amount of grant:
 - Purpose grant will be used for:
 - Equipment and/or services being purchased with the grant:
 - Time period grant covers:
10. Remarks/Reasoning (Supporting documentation must be attached to this form):

The Sewer District's WWTP has large boilers that heat multiple building on site. The supply and return hot water piping unexpectedly failed, and the best course of action is to replace it. The location of the leak(s) is unknown as it is in a casing pipe and insulated. The pipe is expected to be in bad shape as it is buried steel pipe approximately 45 years old. This contract will replace with supply and return lines with insulated HDPE piping, and re-feeding the two buildings on site the failed supply and return piping fed. The Gordian purchasing mechanism has been vetted by the purchasing department. It is a mechanism called Job Order Contracting that allows one municipality to bid out tasks that other municipalities can then piggy back on, the original bid was in the Town of Greece and we would be piggy backing off that bid. Other counties have used this mechanism.



Dan Rourke, P.E.
Executive Director
Saratoga County Sewer District #1
P.O. Box 550
Mechanicville NY 12118
Phone: (518) 664-7396

Subject: Saratoga County Sewer District-Boiler Hot Water Piping Replacement Project
Site: 1002 Hudson River Rd, Mechanicville, NY 12118

Dear Mr. Rourke & Saratoga County,

For this project, the following outline is what forms our scope and the “Not to Exceed” pricing model for your consideration. The scope of work outlined for this project is based on design specifications provided. Danforth has developed a streamlined approach to the scope of work necessary to complete the project, utilizing our detailed pre-construction planning and fabrication to make up time during install. Leading up to final submission of the Gordian price proposal we will include a detail price proposal and detailed scope of work for your review.

Project Summary

The project consists of replacing old failing existing Hot Water supply and return piping that currently runs approximately 8 feet underground from the boiler room in the Administration Building out through the grounds of the plant to the Pump and Chlorine Building and the Screen/Grit Building. The new 3” and 4” Rhinoflex HW supply and return piping system per design specification will be installed and tied into existing heating system. All above ground 3” hot water steel piping running on the outside of the pump and chlorine building will be insulated and installed with required heat tracing. Excavating an estimated 800ft of trench is required in order to accurately locate the old existing line, demo, remove and install new piping.

Projected start date for the project is October in order to complete the work before the colder weather, which can affect the efficiency of the work.

Scope of work

Administration Building- Mechanical Room

- The project team will make two new core penetrations on the exterior of the building from within the excavated trench, they will run two new 4 inch Rhinoflex piping with link-seal into mechanical room and tie into the existing boiler loop.
- The new designed line and routing in the mechanical room will require new core penetration for both supply and return lines to extend outside of the building. The adjustment to location will change per design specifications. The original penetration in the wall from the existing HW supply and return lines will be sealed and existing pipe will be capped or removed.

Buffalo: 300 Colvin Woods Parkway | Tonawanda, NY 14150 | Tel: (716) 832-1940 | Fax: (716) 832-2388
Rochester: 930 Old Dutch Road | Victor, NY 14564 | Tel: (585) 924-7030 | Fax: (585) 924-7916
Syracuse: 5800 Court Street | Syracuse, NY 13206 | Tel: (315) 913-4000
Albany: 5 Liebich Lane | Clifton Park, NY 12065 | Tel: (518) 400-1600

Exterior Scope: HW Supply and Return Demo/ Installation

- Project team will located all utilities utilizing NYS Dig Safe 811 prior to construction. The project team will have approximately 800 feet of trench to excavate in order to demo and remove the existing HW line and allow for new 3" and 4" Rhinoflex lines to be installed underground per design specifications.
- Starting at the outside wall of the administration building running out around the biofilter and to the parking lot (excavating estimated 210 ft. of trench), leaving the walkway clear to prevent disruption of regular business. Danforth will coordinate with staff to provide parking for plant staff/visitors at another location within the plant during construction.
- Following basis of design the excavated trench will continue out into the parking lot and turn along the existing grass median and parking curb stopping at the main road (excavating estimated 200ft of trench), locating utilities and the existing line. Existing line will be demoed and removed to provide a clear well-constructed trench bed for the new 4" Rhinoflex piping following design specifications.
- **Critical Schedule** - Main Road. Danforth will coordinate with plant staff to reroute traffic around the fuel island and pump building for 1-2 days. The project team will excavate, locate and remove existing HW supply and return line crossing the main road (excavating estimated 36 ft. of trench). It will be demoed out, a new stone bedding set and the new 4" Rhinoflex pipe installed following design specifications.
- **Critical schedule** - Fuel Island. Following the existing line and locating all utilities and outfall lines across the road running perpendicular to the fuel island, The project team will continue along the curb of the fuel island removing the existing HW line and replacing with new 4" Rhinoflex per design specification (excavating estimated 162 ft. of trench). Danforth will coordinate and communicate with the plant to allow trucks to continue daily operations while area is under construction.
- The Project team will continue the trench will turn and run onto the grass between the pump and chlorine building and the screen/ grit building. All existing pipe will be demoed and existing man hole, vents, valves, fittings and piping in the area will be removed per design specification (excavating estimated 64ft of trench). New 4" Rhinoflex will be installed per design specification.
- The new HW line will stop at the grit tanks and split off to each building.
- Install ball valves with inline stem and risers for the pump and chlorine building and the screen and grit building (total of 4).
- The existing 3" hot water return and supply steel pipe in a 16" conduit will be located that run to the Screen and Grit Building.
- The Project team will saw cut existing concrete sidewalk and remove in order to located existing line entering the building. A new 3" rhinoflex HW return and supply piping will run to the screen/grit building connecting to existing piping using pex to galvanized steel transition fitting under sidewalk (excavating estimated 57 total feet).

JOHN W. DANFORTH COMPANY

- The new 3" rhinoflex HW return and supply line will be installed and connected at the union for the pump and chlorine building and will run 21ft to the exterior wall of the chlorine building underground.
- A new 3" above ground welded piping with insulation to be installed. Installing a 1' drain valve with hose fitting per design specifications.
- Vertical pipe supports will be used when necessary. The pipe run up the side of the building will meet a 3" 90 degree elbow.
- Core drilling will be required on the exterior of the building for the insulated pipe and enter the interior of the building above the crane beam.

Interior Scope: Main Sewage Room in the Pump & Chlorine Building

- The project team will follow design specification to support the HW return and supply lines across the pump and chlorine building utilizing clevis hanger pipe supports when necessary.
- HW piping will run through south wall of the main sewage room requiring two cored penetrations through wall and then turn right to align with existing HW return supply piping in file storage room.
- Danforth will make two more through wall cored penetrations in order to tie into existing HW piping line on the opposite side of the existing ventilation duct in the file storage room. Danforth will tie into existing piping, while keeping existing valve system as part of the new system.
- Danforth will install any elbows, bends, and other fittings where necessary in order to connect to existing system and allow for hot water supply and return system to operate properly.
- After necessary draining and installation of the proposed piping per specification, Danforth will remove the HW supply and return piping that runs down the south wall in the main room below the crane. At these locations Danforth will grout and seal wall and floor penetrations after removal of the existing piping.
- Throughout the project the project team will follow design specifications. All site work will be completed aligned with design specifications throughout demo, site work and clean up.
- The project team will coordinate with plant staff to complete replace all disrupted areas with new all asphalt, curbing, sidewalk, slab, and grass areas where disrupted from install new HW supply and return piping.

Site Storage- Piping Material ONLY

Danforth has assumed in our pricing that we can utilize heated storage onsite for the new Rhinoflex piping and fittings being used for the project.

Project Scheduling & Coordination

Danforth has assumed preconstruction planning and schedules will be completed with representatives of the plant in order to provide clear communication throughout the duration of the project. A complete schedule will be provided with the final Gordian price proposal and detailed scope narrative.

Not to Exceed Pricing Description

Our *not to exceed* pricing provided below is NOT a final number. The number includes an estimated scope of work we have developed to this point, material quotes, estimated sub-contractor proposals, bond requirements, and an allowance discussed during pre-construction meetings with Saratoga County Sewer District to cover the unknown depths of existing piping and additional underground unknowns during excavating.

\$750,000.00

The final Gordian Price Proposal will include a specific detailed scope of work, final material quantities and pricing, sub-contractor cost breakouts, jobsite safety specifications, insurance and project bond requirements. The allowance agreed upon for the project including underground unknowns will be kept separate from the final price proposal to be utilized throughout the project as needed.

John W. Danforth Company

Ian O'Brien

Energy Account Executive

C: 518-423-2264 | P: 518-400-1600 ext. 3111

5 Liebech Lane Clifton Park, New York 12065





SARATOGA COUNTY
AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michael Hartnett, County Attorney
Therese Connolly, Clerk of the Board

CC: Jason Kemper, Planning Director
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office

FROM: County Administrator's Office

DATE: September 1, 2021

RE: Resolution 35-2021

COMMITTEE: Law and Finance

1. Is a Resolution Required: YES or NO
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)

2. Is a Budget Amendment needed: YES or NO
(If yes, budget lines and impact must be provided)

3. Are there Amendments to the Compensation Schedule: YES or NO
(If yes, provide details)

4. Specific details on what the resolution will authorize:
**Adopting a Local Law Amending the 2021 Compensation
Schedule for Certain Elected and Appointed Officials**

5. Does this item require hiring a Vendors/Contractors: YES or NO

- a. Were bids/proposals solicited:
- b. Is the vendor/contractor a sole source:
- c. Commencement date of contract term:
- d. Termination of contract date:
- e. Contract renewal and term:
- f. Contact information:
- g. Is the vendor/contractor an LLS, PLLC or partnership:
- h. State of vendor/contractor organization:
- i. Is this a renewal agreement: YES or NO
- j. Vendor/Contractor comment/remarks:



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution: YES or NO
(If yes, attach the last approved resolution)
- What were the terms of the prior resolution
 - Are the terms changing:
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7. Is a new position being created: YES or NO
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 - Appointed position:
 - Term:
9. Is a grant being accepted: YES or NO
- Source of grant funding:
 - Amount of grant:
 - Purpose grant will be used for:
 - Equipment and/or services being purchased with the grant:
 - Time period grant covers:
10. Remarks/Reasoning (Supporting documentation must be attached to this form):
- Resolution 35-2021 (Tabled - January 19, 2021).
Public Hearing on adoption of Local Law previously held on
January 13, 2021.



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 35 – 2021 - TABLED

Introduced by Supervisors O'Connor, Grasso, Lant, Schopf, Richardson, Veitch and Wood

ADOPTING A LOCAL LAW IDENTIFIED AS INTRODUCTORY NO. 3, PRINT NO. 1 OF 2020 ENTITLED "A LOCAL LAW AMENDING THE 2021 COUNTY COMPENSATION SCHEDULE TO PROVIDE A COST-OF-LIVING INCREASE FOR CERTAIN COUNTY OFFICIALS"

WHEREAS, Resolution 256-2020 introduced and presented a proposed Local Law identified as Introductory No. 3, Print No. 1 of 2020, to this Board of Supervisors and scheduled a public hearing thereon for January 13, 2021 at 4:25 P.M. in the Meeting Room of the Saratoga County Board of Supervisors, 40 McMaster Street, Ballston Spa, New York; and

WHEREAS, notice of that public hearing was duly published and posted as required by law; and

WHEREAS, the scheduled public hearing was held and all persons desiring to be heard have been heard by this Board; now, therefore, be it

RESOLVED, that this Board of Supervisors, on this 19th day of January, 2021 hereby adopts a Local Law identified as Introductory No. 3, Print No. 1 of 2020, as set forth in the annexed Schedule A.

BUDGET IMPACT STATEMENT: No budget impact.

INTRODUCTORY NO. 3

PRINT NO. 1

INTRODUCED BY SUPERVISORS: **Wood, Grattidge, Lawler, Lucia, Peck, Winney
and Wright**

COUNTY OF SARATOGA
LOCAL LAW - 2021

A LOCAL LAW AMENDING THE 2021 COUNTY COMPENSATION
SCHEDULE TO PROVIDE A COST-OF-LIVING INCREASE
FOR CERTAIN COUNTY OFFICIALS

BE IT ENACTED by the Saratoga County Board of Supervisors as follows:

SECTION 1. The 2021 compensation for the following County officials shall be increased to the following levels, effective January 1, 2021:

ELECTED OFFICIALS

Susan Hayes-Masa, County Coroner	\$ 31,182
David DeCelle, Coroner	\$ 31,182
Michael Zurlo, Sheriff	\$139,601
Craig Hayner, County Clerk	\$120,848
Andrew Jarosh, County Treasurer	\$120,848

APPOINTED OFFICIALS

Christopher Schall, County Auditor	\$ 89,598
Andrew Blumenberg, Public Defender	\$135,095
Margaret McNamara, Director of Human Resources	\$135,182
Anna Stanko, Director of Real Property	\$ 89,209
Tina Potter, Commissioner of Social Services	\$141,918

SECTION 2. This Local Law is subject to a permissive referendum as provided in Municipal Home Rule Law §24.

SECTION 3. This Local Law shall become effective as provided in Municipal Home Rule Law §27.



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michael Hartnett, County Attorney
Therese Connolly, Clerk of the Board

CC: Jason Kemper, Planning Director
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office

FROM: Chairman Kusnierz

DATE: 9/1/2021

RE: Workers Compensation Administrator

COMMITTEE:

1. Is a Resolution Required: YES or NO
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)
2. Is a Budget Amendment needed: YES or NO
(If yes, budget lines and impact must be provided)
3. Are there Amendments to the Compensation Schedule: YES or NO
(If yes, provide details)
4. Specific details on what the resolution will authorize:
Appointing Scot E. Chamberlain as Workers Compensation Administrator with a term
expiring 12/31/2022
5. Does this item require hiring a Vendors/Contractors: YES or NO
 - a. Were bids/proposals solicited:
 - b. Is the vendor/contractor a sole source:
 - c. Commencement date of contract term:
 - d. Termination of contract date:
 - e. Contract renewal and term:
 - f. Contact information:
 - g. Is the vendor/contractor an LLS, PLLC or partnership:
 - h. State of vendor/contractor organization:
 - i. Is this a renewal agreement: YES or NO
 - j. Vendor/Contractor comment/remarks:



SARATOGA COUNTY

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- Source of grant funding:
 - Amount of grant:
 - Purpose grant will be used for:
 - Equipment and/or services being purchased with the grant:
 - Time period grant covers:
10. Remarks/Reasoning (Supporting documentation must be attached to this form):



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michael Hartnett, County Attorney
Therese Connolly, Clerk of the Board

CC: Jason Kemper, Planning Director
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office

FROM: Chairman Kusnierz

DATE: 9/1/2021

RE: Appointment to the Saratoga County Sewer District

COMMITTEE: Law & Finance - Chairman's item

1. Is a Resolution Required: YES or NO
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)
2. Is a Budget Amendment needed: YES or NO
(If yes, budget lines and impact must be provided)
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 - a. Were bids/proposals solicited:
 - b. Is the vendor/contractor a sole source:
 - c. Commencement date of contract term:
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 - f. Contact information:
 - g. Is the vendor/contractor an LLS, PLLC or partnership:
 - h. State of vendor/contractor organization:
 - i. Is this a renewal agreement: YES or NO
 - j. Vendor/Contractor comment/remarks:



SARATOGA COUNTY

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- Source of grant funding:
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 - Purpose grant will be used for:
 - Equipment and/or services being purchased with the grant:
 - Time period grant covers:
10. Remarks/Reasoning (Supporting documentation must be attached to this form):
Filling the unexpired term of Jim Thompson who has resigned. Term will expire 12/31/2022