

LAW & FINANCE

AGENDA November 10, 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 October 13, 2021 and October 19, 2021

REAL PROPERTY TAX

- Authorizing the conveyance of tax-acquired lands.
(Andrew Jarosh, County Treasurer)
BUDGET IMPACT: None.
- Approving the 2022 Tax Bill Flyer in accordance with Local Law No. 1 of 2012 Establishing Truth in Taxation in Saratoga County.
(Steve Bulger, County Administrator)
BUDGET IMPACT: None.

HEALTH & HUMAN SERVICES

- Authorizing ongoing Mental Health contracts for 2022-2024.
(Michael Prezioso, Commissioner of Mental Health & Addiction Services)
BUDGET IMPACT: None. Funds for these agreements have been allocated in the 2022 Tentative budget.
- Authorizing a renewal contract with Shelby Farrelly for contact tracing services.
(Daniel Kuhles, Commissioner of Health)
BUDGET IMPACT: None. Costs associated with this contract will be covered by a Health Research, Inc. grant.
- Authorizing 2022 subcontracts for the Office for the Aging pursuant to the 2021-2022 Annual Implementation Plan.
(Sandi Cross, Director of Aging)
BUDGET IMPACT: None. Funds for these agreements are included in the 2022 tentative budget.

HUMAN RESOURCES & INSURANCE

- Authorizing a salary revision in the Public Defender's Office.
(Andrew Blumenberg, Public Defender)
BUDGET IMPACT: None. Funds for the position are included in the 2021 budget.

- Authorizing an agreement with Bartlett, Pontiff, Stewart and Rhodes, P.C. for Labor Relations Services.
(Scot Chamberlain, Human Resources Director)
BUDGET IMPACT: None. Funds for this agreement are included in the 2022 Tentative budget.

BUILDINGS & GROUNDS

- Setting a Public Hearing on proposed amendment and extensions of the East and West Facilities Airport leases with North American Flight Services, Inc. through December 31, 2061.
(Chad Cooke, Public Works Commissioner)
BUDGET IMPACT: None.
- Designating Axis Communications, exacqVision Professional and LenelS2 NetBox as the standard to be used in purchase contracts involving building security equipment and software.
(Chad Cooke, Public Works Commissioner)
BUDGET IMPACT: None.

PUBLIC SAFETY

- Authorizing an agreement with the New York State Division of Criminal Justice Services to accept a 2022 Crimes Against Revenue Program Grant in the amount of \$118,900.
(Karen Heggen, District Attorney)
BUDGET IMPACT: None. 100% State Aid.

TRAILS & OPEN SPACE

- Adopting an official bike route map for Saratoga County.
(Jason Kemper, Director of Planning)
BUDGET IMPACT: None.

GOVERNMENT REVIEW & EFFICIENCY

- Amending the County's Public Relations Policy.
(Supervisor Veitch)
BUDGET IMPACT: None.
- Amending the County's Travel and Discretionary Spending Policy.
(Supervisor Veitch)
BUDGET IMPACT: None.

LAW & FINANCE

- Establishing the 2022 Scale of Charges for the Saratoga County Sewer District No.1.
(Dan Rourke, Executive Director of Sewer District)
BUDGET IMPACT: None.
- Water Infrastructure Improvement grant and SRF financing program.
(Dan Rourke, Executive Director of Sewer District)
BUDGET IMPACT: None.
- Adopting the 2022 County Budget (TO BE TABLED).
(Steve Bulger, County Administrator)
BUDGET IMPACT: None.
- Appropriating amounts finally set forth in the 2022 Saratoga County Budget (TO BE TABLED).
(Steve Bulger, County Administrator)
BUDGET IMPACT: None.
- Setting November 30, 2021 at 4:45pm in the County Board Room as the date, time and place for the public hearing on the 2022 tentative Saratoga County Budget as amended.
(Steve Bulger, County Administrator)
BUDGET IMPACT: None.

Other Business

- **Setting agenda for Board Meeting Scheduled For November 16, 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: Sewer District

DATE: 11/3/21

RE: 2022 Scale of Charges

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:

This Resolution will approve the 2022 Scale of Charges as set forth by the Sewer Commission and as published in the county newspapers on the following dates: The Daily Gazette, The Saratogian and the Post Star on September 9th and Saratoga Today on October 1st. The scale of charges represents a uniform increase of \$5 per user per year. A public hearing was held on the proposed rates with no comment.

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

- a. Were bids/proposals solicited: N/A
- 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:
- 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:
 - 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):

Please see the attached Scale of Charges for 2022. This scales is utilized in determining the 2022 budget for the Sewer District. The \$5 increase will be utilized to pay for debt service of the impending capital projects such as the ammonia treatment upgrade, the biosolids project and the interceptor relining project. The \$5 is uniform across all trunk systems. It will raise the average sewer rate for trunking and treatment in the county from \$254/year to \$259/year, approximately 2%.

ESTABLISHED 2022 SCALE OF CHARGES FOR SARATOGA COUNTY SEWER DISTRICT NO. 1

SECTION 1 - SEWER CHARGES IMPOSED

Pursuant to County Law §266(1)(a), Saratoga County Sewer District No. 1 (“District”) hereby imposes sewer charges for 2022 upon all premises and real property, within or without District boundaries, connected to, the District's sewer system.

SECTION 2 - ESTABLISHMENT AND CONFIRMATION OF SEWER CHARGES

Subject to confirmation by the County Board of Supervisors, this scale of charges may, from time to time, be amended by the District's Commissioners.

SECTION 3 - CRITERIA FOR ESTABLISHING SEWER USER CHARGES

The scale of sewer user charges shall use the following criteria:

(a) A user is defined as any piece of land upon which a building or buildings stand and is connected to an interceptor, trunk or collector sewer served by the District.

(b) The annual cost of debt service, administration, operation and maintenance for the District's treatment facilities will be generally allocated to all users.

(c) The annual cost of debt service and operation and maintenance associated with the interceptor sewer, will be generally allocated to all users connected to and/or discharging into the system.

(d) The annual cost of debt service and operation and maintenance associated with each major trunk sewer system will be generally allocated to all users connected to and/or discharging into the system.

(e) A connection unit is defined as a single-family dwelling unit. Units include, but are not limited to, a single family house, each apartment unit (e.g. an apartment building with six apartments is six units), each half of a duplex, a cottage, a camp, a mobile home, and each unit of a condominium or townhouse. A "unit" as used for billing purposes will be 200 gallons per day of sewer discharge, or any portion thereof. No user will be rated at less than one unit. Users will be rated in terms of whole connection units. Each tenant with sanitary facilities within a commercial complex will be defined as an individual user.

(f) For all users, including single-family dwelling units, equivalent connection units (E.C.U.) will be determined based on the following schedule which accommodates peak demand and potential flow needs:

USER CHARGES:

Single parcel:

A. Vacant - no charge unless a lateral was requested and installed. If lateral is installed, a collector fee shall be charged for each lateral.

B. Occupied - Residential

(1) Single Family Residence

a. 1 user, 1 collector as applicable.

(2) Multiple Family Residence – Each separate dwelling unit in a two family, three family or multiple dwelling, which is not an apartment

a. 1 user per dwelling unit

b. 1 collector per dwelling unit as applicable

(3) Apartments

a. Each dwelling unit is assigned 1 user and 1 collector as applicable

b. Subsidized senior housing - For complexes receiving Federal, State or municipal rent subsidies for dedicated senior housing, each 2

- dwelling units will be assigned 1 user and 1 collector as applicable
- c. Proof of entitlement to the designation as senior subsidized housing will need to be provided by the user and will be subject to approval of the Sewer Commission; confirmation of continuance of the subsidy will need to be provided to the Sewer District by September 1st of each year.

(4) Trailer Parks

- a. 1 user for each approved trailer site

(5) Condominiums

- a. Each unit is assigned 1 user and 1 collector as applicable
- b. Charges will commence upon issuance of a Certificate of Occupancy by the local municipality for those units that the New York State Department of Law has authorized to be offered for sale. Common area facilities will be assessed to the owner of record as determined under provisions of Commercial Users.

C. Occupied - Commercial

- (1) 1 Collector for each user

COMMERCIAL USERS

A.	Restroom is defined as 1 toilet, sink and/or urinal to be adjusted proportionately for additional facilities	
B.	Commercial, non-food	
	User - 400 GPD/restroom, or 0.1 GPD/sq. ft., whichever is greater.	
	Collector - 1 collector per each user	
C.	Other commercial, food/gas, etc. (e.g., convenient store)	
	User - 2 per restroom, or 0.1 GPD/sq. ft., whichever is greater.	
D.	<u>Misc.</u>	<u>GPD</u>
	Beauty/Barber shop (per chair)	100
	plus 2 units for sanitary facilities	
	Bowling alley (per lane, no food)	75
	plus restaurant facility (see below)	
	Camps, day (per person)	15 – 20
	resort	65 - 75
	Country club (per member)	25
	Hotels/Motels (per room) no kitchen	120
	(per room) with kitchen	150
	plus dining facilities (see below)	
	Day worker (per shift)	15 - 35
	Dental office Apply A (SEE ABOVE)	-
	Hospital (per bed)	250 - 350
	Institutions other than hospitals (per bed)	125
	Bed and Breakfast - 2 units per bathroom	400
	Schools	
	Day (per student)/day care(per adult and child)	10
	cafeteria, add	10
	showers, add	5
	Boarding (per student)	100
	Service station (per restroom)	400
	Self-service laundry (per machine)	400
	Shopping center	.05/sq. ft

(plus restaurant, see below)	
1 collector per each user	
Swimming pool/beach with bathhouse	10
(per person)	
Theatre indoor (per seat)	3
drive-in (per car space)	5
Public assembly (per person)	3 - 10
Car wash (per bay)	400
Campground (per site) w/facilities	100
Seasonal Use (6 months or less), per site	50
Food Service:	
Ordinary restaurant ** (per seat)	35
24-hour restaurant (per seat)	50
restaurant on freeway (per seat)	70
tavern (little food service) (per seat)	20
curb service (per car space)	50
catering/banquet facilities - per seat	20
carryout food service (minimum of 3 users)	
**This assumes a minimum of 7 GPD/per person and turnover of 5x/day/seat	
Office building	.1/sq. ft.
or 2 units per restroom (whichever is more)	
Warehouse - storage floor space only	.02/sq. ft.

For all commercial users: where actual sewer flow is measured, that flow (one year's record data) shall be used for determining an E.C.U. count with adjustments for discharge strength and content. The data is to provide cumulative and daily peak flow volumes; the methodology is subject to approval of the Executive Director.

Users generating higher annual sewer flows than above schedule, the following rate table applies:

<u>Consumption (gallons)</u>	<u>Connection Units</u>
Up to 112,500	1
112,501 - 187,500	2
187,501 - 262,500	3
262,501 - 337,500	4
337,501 - 412,500	5

For each additional 75,000 gallons or any part thereof, the number of connection units shall be increased by one.

(g) When there is a substantial increase in sewer flows during the current year, the District may adjust the number of connection units charged and bill the user directly for that additional sum pursuant to Section 8.

(h) Saratoga Spa State Park will be charged based on their 2021 measured waste expressed in E.C.U.'s discharged to District facilities.

(i) Wastewater from wet processing and other operations is subject to the restrictions, prohibitions and surcharges outlined in the District's rules and regulations covering the discharge of sewage, industrial waste and other waste into the Saratoga County sewer system and all sewers tributary thereto.

(j) A user discharging B.O.D. or T.S.S. to the District facilities exceeding the amount allowed in the District's rules and regulations will be charged \$700 per dry ton for that excess per conditions of their discharge permit.

(k) All costs of the District's pretreatment and spill response program including, but not limited to, laboratory testing, labor, equipment, materials, consultants and sub-consultants, contractors and subcontractors, and fines, shall be reimbursed by the individual or user.

(l) Outside non-residential users will be charged two and one-half times the rate established for the trunk system servicing that user, residential housing will be one and one-half times that rate.

(m) Users of collection sewers turned over to the District will be charged for that portion of the District facilities utilized and at the same rate as the other users of the particular system.

SECTION 4 - SCALE OF CHARGES

The following is the 2022 scale of charges for the trunking and treatment of sewage.

(a) The cost of the treatment facilities and interceptor sewer lines is allocated among the 23 trunk systems. The units for those trunks and the portion of the 2022 user charges based on those units are as follows:

2022 SEWER CHARGES

	<u>UNITS</u>	<u>CHARGE</u>	<u>REVENUE (thousands)</u>
Ballston Spa - Village	3,290	\$ 242.50	\$ 797,825.00
Ballston - Town	1,772	\$ 242.50	\$ 429,710.00
Clifton Park	15,682	\$ 260.50	\$ 4,085,161.00
Country Knolls - Clifton Park	1,143	\$ 252.50	\$ 288,607.50
Country Knolls North - Malta	1,981	\$ 242.50	\$ 480,392.50
Halfmoon	10,114	\$ 276.50	\$ 2,796,521.00
Mechanicville	3,140	\$ 239.50	\$ 752,030.00
Pruyn Hill - Halfmoon	643	\$ 249.50	\$ 160,428.50
Riverside - Stillwater	1,169	\$ 316.50	\$ 369,988.50
Round Lake - Village	412	\$ 287.50	\$ 118,450.00
Saratoga State Park	117	\$ 263.50	\$ 30,829.50
Saratoga Springs	13,602	\$ 246.50	\$ 3,352,893.00
Saratoga Lake - Saratoga, Stillwater	1,121	\$ 345.50	\$ 387,305.50
Wilton	5,110	\$ 274.50	\$ 1,402,695.00
Greenfield	550	\$ 276.50	\$ 152,075.00
Milton - Town	2,423	\$ 242.50	\$ 587,577.50
Malta	6,048	\$ 286.50	\$ 1,732,752.00
Cascade Service - Halfmoon	1,946	\$ 239.50	\$ 466,067.00
NYSERDA Service - Malta	84	\$ 260.50	\$ 21,882.00
Hemstreet Park - Outside, residential	236	\$ 338.00	\$ 79,768.00
Saratoga County Water Authority	30	\$ 274.50	\$ 8,235.00
Cold Springs Road - Stillwater	16,100	\$ 249.50	\$ 4,016,950.00
TOTAL	86,713		\$ 22,518,143.50

(b) The total user money needed in 2022 for debt service, maintenance and operation is \$22,518,143.50.

(c) The property owners served by the Sewer District will pay the established rate per connection unit listed above.

(d) Property owners within the other trunks will pay the following connection charges based on E.C.U.'s:

Saratoga Spa State Park	\$ 30,829.50
Saratoga County Water Authority	\$ 8,235.00

City of Saratoga Springs, including Geysers	
Crest, Crescent Avenue, Geysers Road, Floral Estates	
Saratoga Lake (within city limits)	\$3,352,893.00

- (e) Outside non-residential users will pay two and one-half times the established rate.
- (f) Outside residential housing units will pay one and one-half times the established rate.

SECTION 5 - COLLECTOR SEWER SYSTEM

Collector sewer rates are generally based on the overall construction costs of the collector system together with debt service or operation and maintenance costs of the collector system. The number of collector units charged per E.C.U. is defined under the “USER RATES”

The District's collector sewer charges, exclusive of any trunk and treatment charges are as follows:

SUMMARY OF COLLECTOR SEWER RATES

Does Not Include Trunk and Treatment Charge

<u>Description</u>	<u>Total Charge</u>
Ballston	\$ 50.00
Clifton Park systems served by Clifton Park/Halfmoon Trunk	\$ 50.00
Country Knolls system - Clifton Park	\$ 50.00
Pruyn Hill system	\$ 50.00
Halfmoon systems served by Clifton Park/Halfmoon trunk	\$ 50.00
Country Knolls North – Malta	\$ 50.00
Saratoga Springs (includes Kirby Road, Loughberry Lake, Crescent Avenue, Saratoga Lake portion of collection system, Floral Estates)	\$60,050.00
Sherwood Forest - Clifton Park	\$ 50.00
Riverside system – Stillwater	\$ 50.00
Saratoga Lake (towns)	\$ 50.00
Wilton	\$ 50.00
Greenfield	\$ 50.00

SECTION 6 - PAYMENT OF SEWER USER CHARGES

All sewer charges, excepting those for Saratoga Springs, Saratoga Spa State Park, Town of Schaghticoke, Saratoga County Water Authority, NYSERDA and GLOBALFOUNDRIES shall be collected pursuant to Real Property Tax Law Article 11. The assessor of each municipality utilizing the town and county tax bills for the collection of taxes shall properly code the assessment roll as to the number of connection units for each particular property and for those properties utilizing the collector system. The assessor shall use the District's formula to determine the units for multiple dwellings and commercial users of the trunk and collector systems.

The City of Saratoga Springs, which includes the Geysers Crest, Geysers Road and a portion of the Saratoga Lake trunk sewer systems; as well as the Kirby Road, Loughberry Lake, Crescent Avenue and a portion of the Saratoga Lake collector systems shall each be considered as a single-bulk user and shall be so billed by the District. The city's collecting officer shall determine the appropriate method of assessing and collecting its sewer user charge. This single-bulk user charge may be passed on to city residents as a city sewer rent and enforced pursuant to General Municipal Law §452.

City payments shall be due quarterly by March 31, June 30, September 30 and December 31, 2022. A late payment charge of one percent (1%) per month shall be added for each month or portion thereof until paid.

The District shall bill Saratoga Spa State Park their 2021 user charges payable no later than May 1, 2022.

The Town of Schaghticoke shall be billed by the District for service to the Hemstreet Park area of the Town on a semi-annual basis in accordance with the terms of the District’s Inter-municipal Agreement with the Town.

GLOBALFOUNDRIES and Saratoga County Water Authority will be billed on a monthly basis based

on flows discharged the preceding month per terms of their Industrial Discharge Permits.

Payments by single-bulk users shall be made to the County Treasurer who shall reject any untimely or insufficient payment. The postmark date of a payment shall be evidence of payment.

SECTION 7 - PENALTIES FOR LATE PAYMENTS

Sewer charges shall be subject to the same penalties and interest applicable to County taxes generally.

SECTION 8 - PAYMENT OF SEWER CHARGES NOT ON TOWN/COUNTY TAX ROLLS

The District shall bill directly those users of the collector sewer system and the trunk sewer system not appearing on the town and county tax rolls. Payments shall be made to the District and forwarded to the County Treasurer. Partial payments will not be accepted and will be returned.

The District shall also bill directly those users that have had an increase in connection units during the year.

The County Treasurer shall prepare and transmit to the Board of Supervisors, on or before December 1, a list of District residents or property owners within the District who are in arrears in the payment of such trunk or collector charges for a period of 30 days or more. The list shall contain a brief description of the properties for which the services were provided, the names of the persons or corporations liable to pay for same and the amount chargeable to each including penalties and interest computed to December 31.

The Board of Supervisors shall levy such sums against the properties liable and shall state the amount thereof in a separate column in the annual tax rolls of the various municipalities under the name of "county sewer charges". Such amounts, when collected by the several municipal collectors or receivers of taxes, shall be paid over to the County Treasurer. All of the provisions of the tax laws of the State of New York covering the enforcement and collection of unpaid taxes or assessments for special improvements not inconsistent herewith shall apply to the collection of such unpaid charges. Such amounts, when received by the County Treasurer, shall be credited to the County Sewer District fund for the District's exclusive use.

SECTION 9 - PROCEDURES

This proposed scale of charges shall be published in accordance with Resolution No. 174 of 1977 as amended by Resolution No. 174-09. Aggrieved persons may appeal such scale of charges to the Saratoga County Board of Supervisors within ten (10) days following publication in accordance with section three of Resolution No. 174 of 1977

The County Board of Supervisors shall thereafter act upon the proposed scale of charges and upon all appeals in one of the following ways:

- (a) By confirming the scale of charges by a general resolution;
- (b) By amending the scale of charges and confirming the amended scale by a general resolution; or
- (c) By committing the scale of charges to the Sewer District Commission for further study and consideration.

By Order of the
Saratoga County Sewer District Commission

WAYNE A. HOWE, Chairman

Dated: October 7, 2021



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: 11/5/21

RE: WIIA Grant Application

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 would authorize Chairman of the Board of supervisors to submit an application and execute any grants or financing agreements with the NYSEFC for the Water Infrastructure Improvement Act (WIIA) grant and SRF financing program relating to two potential projects we are looking to fund. The applications are related to costs associated with our ammonia upgrade project and biosolids facility project with a potential maximum grant value of 25% of project costs. The engineering estimate for the ammonia project is \$33,100,000, equating to a potential \$8,275,000 grant. The engineering estimate for the biosolids project is \$51,900,000 equating to \$12,975,000 in potential grant funding.

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

- a. Were bids/proposals solicited: N/A
- 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:
- 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:
 - 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):
- We have bond resolutions passed by the BOS for both of these projects.



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
Audra Hedden, County Administrator's Office
Stephanie Hodgson, Director of Finance

FROM: Administration

DATE: 11/4/21

RE: Adopting the 2022 Budget

COMMITTEE: Law & 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:
Authorizing the adoption of the 2022 Saratoga County Budget
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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 - 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):



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION ~~240 - 2020~~

Introduced by Supervisors Pemrick, Kinowski, Kusnierz, Schopf, Tollisen, Winney and Wright

ADOPTING 2021 SARATOGA COUNTY BUDGET

BE IT RESOLVED, that the tentative ²⁰²²2021 Saratoga County Budget, submitted by the Budget Officer on ~~November 5, 2020~~, with amendments, if any, be, and the same hereby is, adopted.
October 15, 2021

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
Audra Hedden, County Administrator's Office
Stephanie Hodgson, Director of Finance

FROM: Administration

DATE: 11/4/21

RE: Appropriating amounts set forth in the 2022 Budget

COMMITTEE: Law & 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:
Appropriating amounts finally set forth in the 2022 Saratoga County Budget
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):



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION ~~241 - 2020~~

Introduced by Supervisors Pemrick, Kinowski, Kusnierz, Schopf, Tollisen, Winney and Wright

APPROPRIATING AMOUNTS FINALLY SET FORTH IN ~~2021~~ SARATOGA COUNTY BUDGET *2022*

WHEREAS, Resolution ~~240 - 2020~~ adopts, with certain amendments, the revised tentative 2021 Budget previously submitted by the Budget Officer; now, therefore, be it

RESOLVED, that the several amounts specified in the tentative ~~2021~~ *2022* Saratoga County Budget in the column entitled "Law and Finance Recommendations", with amendments, if any, be inserted by the Clerk of this Board in the column entitled "Adopted", and that the total amounts as listed under each department heading be carried into the column entitled "Total"; and, be it further

RESOLVED, that, effective January 1, ~~2021~~ *2022*, these total amounts are appropriated for the objects and purposes specified in the now-adopted ~~2021~~ *2022* Budget for the County of Saratoga.

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
Audra Hedden, County Administrator's Office
Stephanie Hodgson, Director of Finance

FROM: Administration

DATE: 11/4/21

RE: Setting a Public Hearing regarding 2022 Tentative Budget

COMMITTEE: Law & 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:
Setting November 30th, 2021 at 4:30pm in the COunty Board Room as the date, time and place for the public hearing on the 2022 Tentative Saratoga County Budget as amended.
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):



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION ~~242 - 2020~~

Introduced by Supervisors Pemrick, Kinowski, Kusnierz, Schopf, Tollisen, Winney and Wright

Nov 30th, 2022

SETTING ~~DECEMBER 2, 2020~~ FOR PUBLIC HEARING ON
REVISED TENTATIVE ~~2021~~ SARATOGA COUNTY BUDGET
2022

WHEREAS, the Budget Officer timely submitted the tentative ~~2021~~ Budget on ~~November 5, 2020~~ to this Board; and

2022

Oct 15th, 2021

WHEREAS, pursuant to Local Law 1-50, our Law and Finance Committee has reviewed and revised the tentative Budget; and

WHEREAS, on November ~~16, 2020~~ *10 2021* the entire Board reviewed and made revisions to the tentative Budget; and

WHEREAS, County Law Section 359 requires the conduct of a public hearing on the revised tentative budget before its adoption; now, therefore, be it

RESOLVED, that this Board of Supervisors shall hold a public hearing on the revised tentative ~~2021~~ Saratoga County Budget on ~~December 2, 2020~~, at 4:30 P.M. at the Saratoga County Board ~~of~~ *2022* Supervisors Chambers, 40 *Nov 30th, 2021* McMaster Street, Ballston Spa, New York 12020; and, be it further

RESOLVED, that the Clerk of this Board give the required notice of this hearing by publication in The Saratogian and The Daily Gazette.

BUDGET IMPACT STATEMENT: No budget impact.