

8/16/22



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 256 - 2022

Introduced by Government Review and Efficiency: Supervisors Lant, Barrett, Edwards, Hammond and Smith

AMENDING THE POLICIES AND PROCEDURES MANUAL TO ADD A “PROCUREMENT CARD POLICY”

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

WHEREAS, our Government Review and Efficiency Committee, the Director of Purchasing, the County Treasurer, and the County Auditor have recommended the adoption of a “Procurement Card Policy”; and

WHEREAS, a copy of the proposed “Procurement Card Policy” was provided to each member of this Board; and

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

RESOLVED, that the following section of the Saratoga County Policies and Procedures Manual is amended to adopt and implement the “Procurement Card Policy” as more particularly described in the Government Review and Efficiency Committee proposal:

<u>Chapter:</u>	2
<u>Section:</u>	O
<u>Title:</u>	Procurement Card Policy

; and it is further

RESOLVED, that the County Administrator shall distribute copies of this amendment to the Policies and Procedures manual to all County departments and agencies; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No Budget Impact.

August 16, 2022 Regular Meeting

Motion to Adopt: Supervisor(s): Butler

Second: Supervisors(s): Gaston

AYES (211783): Eric Connolly (11831), Joseph Grasso (4328), Philip C. Barrett (19014.5), Jonathon Schopf (19014.5), Eric Butler (6500), Diana Edwards (819), Michael Smith (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Kevin Tollisen (25662), Mark Hammond (17130), Scott Ostrander (18800), Theodore Kusnierz (16202), Willard H. Peck (5242), Sandra Winney (2075), Thomas N. Wood, III (5808), Tara N. Gaston (14245.5), Matthew E. Veitch (14245.5), John Lant (17361).

NOES (0):

ABSENT (23726): Jean Raymond (1333), Thomas Richardson (5163), Edward D. Kinowski (9022), John Lawler (8208).



PROCUREMENT CARD POLICY

Chapter: 2	Title: Procurement Card Policy	Adoption:
Section: O	Resolution:	
Sponsoring Department: Purchasing		

- I. Purpose: The Procurement Card is a simplified and cost-effective method of purchasing and remitting payment for approved expenditures. The Procurement Card is **not** intended to avoid or bypass appropriate purchasing procedures but is to be used in accordance with the guidelines established by the Saratoga County Board of Supervisors as detailed in this policy. The Procurement Card can be used for retail purchases, mailed, telephoned, internet or faxed orders. This policy/procedure provides the guidelines under which an employee may utilize their Procurement Card.

- II. Applicability: All Procurement Cards are issued at the request of the Department Head and card usage will be audited and can be restricted and/or rescinded at any time. Only the person listed on the card is authorized to use the card and it is only to be used for authorized county purchases. This policy should be read in conjunction with all County Procedures and Policies but specifically the Purchasing Procedures Policy (Chapter 2, Section C) and the Regulations on Contracts and Spending (Chapter 2, Section H). To the extent that this policy is interpreted to be in conflict with either the Purchasing Procedures Policy or the Regulations on Contracts and Spending, the Purchasing Procedures Policy and Regulations on Contracts and Spending shall control.

- III. Procurement Card Uses:
 - a. Procurement Cards may be used for authorized purchases of services, supplies, materials or lodging, travel or conference registration through means including in-person, via telephone, mail, internet or fax (e.g., such as services, supplies, materials, lodging, travel, and conference registration). The Procurement Card will not be used for any prohibited transactions and should be used in conformity with current Saratoga County policies and purchasing guidelines. Authorizations for dollar limits are set up to the limits set by the Purchasing Policy, which may change from time to time.

- b. Use of a Procurement Card for personal purchases is strictly prohibited at all times and under all circumstances. The following shall be considered misuse of a Procurement Card:
 - i. Purchasing items for personal use;
 - ii. Failure or refusal to reconcile expenses, attach necessary receipts of failure to submit reconciliation to the Auditing Department by established deadlines;
 - iii. Using the Card for any items clearly defined as “Not for Card use”; or
 - iv. Allowing or permitting another person to use a Procurement Card issued to you.

IV. Cardholder Responsibilities:

- a. Cardholders are required to read and acknowledge the Card Receipt and Card Holder Agreement prior to being issued a Procurement Card.
- b. Cardholders are responsible for informing the vendors that the County of Saratoga is a municipal organization that is exempt from sales tax. When using your card in person if a vendor will not process the transaction as tax exempt do not complete the transaction. If you are assessed sales tax on phone, Internet or mail orders the tax is to be adjusted on your statement before processing for approvals. If the credit does not get applied until the next monthly statement, the cardholder must note on the submission to Auditing that credit has been requested and will be on the next statement.
- c. If the purchase is for a service, the necessary contract and insurance information must be on file before the transaction can be processed. Purchases of products only without a contract generally do not require insurance.
- d. Refunds and exchanges must be credited directly back to the Procurement Card account. Under no circumstances shall cash be received for refunds or exchanges.
- e. If the Procurement Card is being used for the purchase of software or computer related items, approval from the Information Technology Department must be obtained in writing in advance.
- f. If the Procurement Card is being used to purchase a commodity (excluding travel, conference, and lodging) which is in excess of \$750.00 in value, approval from the Purchasing Department must be obtained along with the submission of a requisition request in the financial system.
- g. The Procurement Card should be treated with the same level of security as cardholders treat their own personal credit cards. Lost or stolen cards must be immediately reported to the card issuing company, Department Head and the County Administrator. Replacement of the Procurement Card must be authorized by the Department Head and the County Administrator.

- h. A monthly statement and transaction report is provided on-line for each account which is available on the first day of each calendar month. The Cardholder will be responsible for reconciliation of all receipts with the monthly detailed statement, attachment of all necessary receipts to the statement, and submission to the department head for approval. Following Department Head approval all documentation must be forwarded to the Auditing Department for payment by the 7th day of each calendar month.
- i. Separation of Employment: When a Cardholder leaves County employment they must return their Procurement Card to their Department Head. The Department Head is responsible for ensuring the card is returned and cancelled. The Department Head shall also notify the Program Administrator of the employee's notice of separation of employment or actual ending date. The Procurement Card shall be physically destroyed (cut in half) and returned to the Program Administrator. The Department Head is responsible for submitting the final statement for the Procurement Card to the Auditing Department with all receipts attached. If an employee is on extended leave or disability, the Department Head should contact the Program Administrator to have the card "suspended" until the Cardholder returns to work.

V. Procurement Card Controls:

- a. The Procurement Card is not intended to avoid or bypass appropriate purchasing procedures. Cardholders should be familiar with and frequently review the Purchasing Procedures Policy (Chapter 2, Section C) and the Regulations on Contracts and Spending (Chapter 2, Section H).
- b. All Procurement Card purchases will be audited to confirm the Procurement Cards are being utilized responsibly, receipts are being retained, and the Cardholder's statements are being reconciled on a timely basis. Such audits should occur on a semi-annual basis and include review by the Department Head, Auditors Office, and Purchasing Department to ensure compliance with all rules, regulations and laws.
- c. Card Limits: Each card will have a maximum amount that can be spent per transaction. The County Administrator will set the maximum dollar limit per transaction, generally, the limit will be set per the Purchasing Policy (\$750.00), but can vary depending upon department needs.
- d. Exclusions by Merchant Category Code (MCC): Specific vendors are excluded from use on all the County Procurement Cards. Any attempt to use these vendors will cause the card to be declined and will be reported to the Program Administrator. Examples of excluded vendors include:
 - i. Banks, ATM's, and Financial Institutions;

- ii. Liquor Stores;
- iii. Medical Services;
- iv. Restaurants, taverns and bars;
- v. Insurance Agencies;
- vi. Personal Service Providers (Dry cleaners, beauty salons, spas, etc.);
- vii. Amusement & Entertainment (golf courses, theaters, country clubs).

VI. Procurement Card Process:

a. Step 1 – Make a Purchase:

- i. Purchases can be made in person, over the telephone, by fax, or by mail by completing an order form or via the Internet. Documentation/receipts will be required for all purchases.
- ii. Make sure the vendor accepts procurement cards.
- iii. Identify yourself as a Saratoga County Employee.
- iv. Inform the vendor that you are making a tax-exempt purchase prior to completing the transaction. Each card should indicate tax exempt status.
- v. Make sure that the proper contract and insurance is on file if you are charging a service

b. Step 2 – Receive the Goods/Services

- i. Upon pick up or delivery of your goods, it is important to retain the receipt or packing list (if one is not provided you need to contact the vendor immediately for this documentation).
- ii. Every purchase made on the Procurement Card must be documented with a receipt, which could be in the form of a sales receipt, packing slip, and order form or registration application.
- iii. The cardholder needs to keep all receipts and charge slips for reconciliation of the statement.
- iv. All receipts must contain the following information:
 - 1. Merchant name; and
 - 2. Purchase date; and
 - 3. A description of each item purchased, including quantity; and
 - 4. Per item cost; and
 - 5. Total cost; and
 - 6. Cardholder name

- v. If the required information is not on the receipt provided by the vendor, the Cardholder is to handwrite it on the receipt prior to attaching it to the statement. If a receipt is lost and cannot be replaced by the vendor a copy can be secured from the card issuing company.
- vi. If an item has been ordered by mail that has not yet arrived and no receipt is available, this should be noted on the statement and a copy of the order form included if available, and the receipt forwarded to Audit as soon as it is received.

c. Step 3 – Verification of Goods Received:

- i. The Cardholder is responsible for working with the vendor to correct any problems, exchanges or credits.
- ii. You are responsible for locating any errors and reporting them to the card issuing company who may request complete details of the dispute in writing on county department letterhead in order to research the item in question.
- iii. If you believe the supplier has charged you incorrectly or there is an outstanding quality or service issue, you must first contact the supplier and try to resolve the matter directly with the vendor. If a credit or adjustment is due, be sure to highlight the line item on your copy of the monthly statement to verify receipt on your next monthly statement.
- iv. The card issuing company must receive any charge dispute within 60 days of your statement date. While pending resolution, the card issuing company will credit your account for the amount of the disputed transaction. Although the card issuing company acts as the arbitrator in any dispute, you should never assume that a dispute will be resolved in your favor.
- v. If the dispute is not resolved to your satisfaction, and you believe you have been unfairly treated by the supplier, please notify the Card Administrator with the relevant details.
- vi. Any fraudulent charges must be reported immediately to the 24-hour Customer Service Center and the County Administrator. Prompt reporting of any such charges will help to prevent the county from being held responsible.

d. Step 4 – Reallocate the Charges:

- i. All charges made against the Procurement card shall be assigned an account number by the cardholder. The Department Head is responsible for the review and verification that all transactions are charged to the correct account.
- ii. The Department Head shall confirm that all purchases are reasonable, authorized for departmental business, and that the transactions were not in violation of the Purchasing or Procurement Card policies.
- iii. The Department Head shall review and approve the Cardholder statements by signing and dating it and forwarding it to the Auditing Department.
- iv. Approved statements with the attached receipts are due in the Auditing Department by the 7th of each calendar month. Card billings will be closed on the last day of each month. On the second working day of each month the cardholders should reconcile their transactions, attach all receipts and secure Department Head approval. If the required reconciliation or information is not submitted in a timely manner, the card will be cancelled.

e. Forms and Attachments:

- i. Saratoga County Procurement Card Request.
- ii. Saratoga County Procurement Card Acknowledgment of Card Receipt and Card Holder Agreement.
- iii. Saratoga County – Procurement Card – J.P. Morgan Procurement Card Lost/Stolen Card Notification Form.

**Saratoga County Procurement Card Acknowledgment of Card Receipt
And Card Holder Agreement**

Please read and sign page two of this form.

Employee Name: _____

Department: _____

Card Number: _____

Transaction limits are: Each \$ _____

You are being entrusted with a Saratoga County Procurement Card issued by through J. P. Morgan. The card is provided to you to take care of your need to purchase materials for the County. The card may be revoked at any time without your permission. Your signature below indicates that you have read the Procurement Card Policy and will comply with the policy and the terms of this user agreement.

I understand that I will be making financial commitments on behalf of the County and will strive to obtain the best value for the County when making purchases.

This Procurement card is issued in my name. I will not allow any other person to use my assigned card.

I have read the Saratoga County Procurement Card Policy as well as this cardholder agreement, understand them, and I will comply with both. Failure to do so may be considered misappropriation of funds and may subject me to revocation of card privileges and disciplinary action.

I understand that the policies and procedures related to the Procurement Card Program may be updated or changed at any time. The Card Administrator will notify me of these changes. I agree to and will be responsible for the execution of any program changes.

I will review and approve transactions on a regular basis via the Internet and reconcile my monthly statement.

I will use the card only for authorized purchases.

I will obtain a hard copy receipt from the vendor each time the card is used. When ordering by phone or via the Internet, I will request the vendor provide me with a receipt. If the receipt is lost and cannot be replaced by the vendor, any charges for a copy through J. P. Morgan will be paid at my expense if a charge is required.

I understand that my card account is subject to internal control reviews and audits to protect the interests of Saratoga County and I agree to comply with these reviews and audits.

I am responsible for immediately notifying J. P. Morgan, my supervisor and the Program Administrator if the card is lost or stolen. I will complete the Lost or Stolen Card form and submit it to the Program Administrator.

Upon resignation/separation, or the request of my Department Head or the Program Administrator, I will turn in the card to the Department Head.

As I am responsible for all charges on the card, I will reconcile the statement and resolve any discrepancies by either contacting the vendor or J. P. Morgan.

Employee Signature: _____ Date _____

Program Administrator: _____ Date _____

Saratoga County – Procurement Card
J. P. Morgan Procurement Card
Lost/Stolen Card Notification Form

Name of Cardholder: _____

Cardholder Account Number _____

I certify that my Procurement Card has been lost/stolen. I first noticed it was missing on _____ (Date). I have called J. P. Morgan at (PHONE NUMBER) and have also spoken with my Department Head to notify them that the card is lost/stolen so that no more charges may be made on it.

Cardholder Signature _____

Department Head Signature _____

Upon completion of this form please email it directly to the (Program Administrator)

8/16/22



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 257 - 2022

Introduced by Public Safety: Supervisors Lant, Barrett, Hammond, Lawler, Ostrander, K. Veitch and Wright

AUTHORIZING INTERMUNICIPAL AGREEMENTS WITH PARTICIPATING MUNICIPALITIES FOR 2023 SARATOGA COUNTY ANIMAL SHELTER SERVICES

WHEREAS, pursuant to Resolution 229-2021 the County entered into intermunicipal agreements with those municipalities within Saratoga County which utilize the services of the Saratoga County Animal Shelter for shelter services rendered for the service period of January 1, 2022, through December 31, 2022; and

WHEREAS, our Public Safety Committee and the Director of the Animal Shelter have recommended that the County enter into a renewal of the intermunicipal agreements with all participating municipalities for Saratoga County Animal Shelter services for the service period of January 1, 2023, through December 31, 2023, at the same rates and upon the same terms and conditions as authorized by resolution 229-2021; now therefore be it

RESOLVED, that the Chair of the Board is hereby authorized to execute intermunicipal agreements with those municipalities within Saratoga County which utilize the services of the Saratoga County Animal Shelter for shelter services rendered for the service period of January 1, 2023, through December 31, 2023, at the same rates and upon the same terms and conditions as authorized by Resolution 229-2021; and it is further

RESOLVED, that the form and content of such intermunicipal agreements shall be subject to the approval of the County Attorney; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No Budget Impact.

August 16, 2022 Regular Meeting

Motion to Adopt: Supervisor(s): Butler

Second: Supervisors(s): Gaston

AYES (211783): Eric Connolly (11831), Joseph Grasso (4328), Philip C. Barrett (19014.5), Jonathon Schopf (19014.5), Eric Butler (6500), Diana Edwards (819), Michael Smith (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Kevin Tollisen (25662), Mark Hammond

(17130), Scott Ostrander (18800), Theodore Kusnierz (16202), Willard H. Peck (5242), Sandra Winney (2075), Thomas N. Wood, III (5808), Tara N. Gaston (14245.5), Matthew E. Veitch (14245.5), John Lant (17361).

NOES (0):

ABSENT (23726): Jean Raymond (1333), Thomas Richardson (5163), Edward D. Kinowski (9022), John Lawler (8208).

8/16/21



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 258 - 2022

Introduced by Public Safety: Supervisors Lant, Barrett, Hammond, Lawler, Ostrander, K. Veitch and Wright

AUTHORIZING AN AMENDED AGREEMENT WITH SHENENDEHOWA SCHOOL DISTRICT FOR THE PROVISION OF AN ADDITIONAL SCHOOL RESOURCE OFFICER, AND AMENDING THE 2022 COUNTY BUDGET IN RELATION THERETO

WHEREAS, pursuant to Resolutions 156-2018 and 200-2021, this Board authorized the execution of agreements with Shenendehowa Central School District for the provision of two (2) Road Patrol Sheriff Deputies to serve as School Resource Officers; and

WHEREAS, Shenendehowa Central School District has submitted a proposal to the Sheriff to amend the 2022-2023 agreement to provide one (1) additional Road Patrol Deputy to serve as a School Resource Officer, for a total of three School Resource Officers to be assigned to Shenendehowa Central School District, at a cost to be paid by the district of \$75,419.87 per assigned Deputy Sheriff serving in the capacity of School Resource Officer for the 2022-2023 school year to cover the school district's approximate pro-rata share of the County's employee, transportation, equipment and patrol car costs for each assigned Deputy; and

WHEREAS, our Public Safety Committee and the Sheriff have recommended that the proposal of Shenendehowa Central School District to amend the 2022-2023 agreement to add an additional School Resource Officer, be accepted; now, therefore, be it

RESOLVED, that the Chair of the Board and the Sheriff are hereby authorized to execute an amendment to the 2022-2023 agreement with the Shenendehowa School District, to be effective September 1, 2022, for the provision of one (1) additional Road Patrol Deputy to serve as a School Resource Officer, for a total of three (3) Road Patrol Deputies to serve as School Resource Officers at a cost to be paid by the district of \$75,419.87 per assigned Deputy Sheriff serving in the capacity of School Resource Officer for the 2022-2023 school year to cover the school district's approximate pro-rata share of the County's employee, transportation, equipment and patrol car costs for each assigned Deputy; and be it further

RESOLVED, that the form and content of such amended agreement shall be subject to the approval of the County Attorney, and it is further

RESOLVED, that the 2022 Saratoga County Budget is amended as follows:

SHERIFF'S OFFICE:

Increase Fund Balance

Acct.: #A-0599.B – Budgetary Fund Balance \$37,709.93

Increase Revenue

Acct.: #A.30.2263 – SRO Reimbursements \$37,709.93

; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: The budget will be amended to accept these funds.

August 16, 2022 Regular Meeting

Motion to Adopt: Supervisor(s): Butler

Second: Supervisors(s): Gaston

AYES (211783): Eric Connolly (11831), Joseph Grasso (4328), Philip C. Barrett (19014.5), Jonathon Schopf (19014.5), Eric Butler (6500), Diana Edwards (819), Michael Smith (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Kevin Tollisen (25662), Mark Hammond (17130), Scott Ostrander (18800), Theodore Kusnierz (16202), Willard H. Peck (5242), Sandra Winney (2075), Thomas N. Wood, III (5808), Tara N. Gaston (14245.5), Matthew E. Veitch (14245.5), John Lant (17361).

NOES (0):

ABSENT (23726): Jean Raymond (1333), Thomas Richardson (5163), Edward D. Kinowski (9022), John Lawler (8208).

8/16/22



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 259 - 2022

Introduced by Public Safety: Supervisors Lant, Barrett, Hammond, Lawler, Ostrander, K. Veitch and Wright

AUTHORIZING AMENDED AGREEMENTS FOR THE PROVISION OF SCHOOL RESOURCE OFFICERS TO LOCAL SCHOOL DISTRICTS, AND AMENDING THE 2022 COUNTY BUDGET IN RELATION THERETO

WHEREAS, pursuant to Resolutions 156-2018, 167-2018, 187-2020 and 200-2021, this Board authorized the execution of agreements with the following school districts for the provision of School Resource Officer services: Ballston Spa Central School District, Burnt Hills-Ballston Lake Central School District, Corinth Central School District, Galway Central School District, Mechanicville City School District, Schuylerville Central School District, South Glens Falls Central School District, Stillwater Central School District, Shenendehowa Central School District, and Saratoga Springs City School District for the assignment of Saratoga County Sheriff's Department Road Patrol Deputies as School Resource Officers; and

WHEREAS, pursuant to resolution 200-2021, the Sheriff's Office agreements with the districts were to provide School Resource Officers for the academic year, September through June; and

WHEREAS, at the request of the districts it has been proposed that each of the 2022-2023 School Resource Officer agreements be amended to twelve (12) months to enable the Sheriff to provide the School Resource Officers during the summer months; and

WHEREAS, the Sheriff wishes to renew each agreement to provide up to thirteen (13) Road Patrol Deputies to the ten (10) school districts subject to each school district agreeing to be responsible for, and to pay to the County the sum of \$75,419.87 per assigned Deputy Sheriff serving in the capacity of School Resource Officer for the 2022-2023 school year to cover the school district's pro-rata share of the County's employee, transportation, equipment and patrol car costs for each assigned Deputy; and

WHEREAS, as School Resource Officers, the duties of the assigned Deputies will include, but not be limited to: maintaining a presence on the assigned school campus directed towards protecting the safety and well-being of students and school staff; reducing disorder and student crime; assisting school personnel with truancy related issues; teaching and/or making classroom presentations to students and school personnel on such issues as violence prevention, substance abuse prevention, social conflict resolution, and school safety; responding to life or safety threatening emergencies; and

WHEREAS, our Public Safety Committee and the Sheriff have recommended the acceptance of the proposal to amend the agreements with each of the following school districts for a term of twelve (12) months from September 1 to August 31, commencing with the 2022-2023 school year, subject to renewal for up to two additional terms of twelve (12) months each, for the provision of Road Patrol Deputy Sheriffs to serve as School Resource Officers: Ballston Spa Central School District, Burnt Hills-Ballston Lake Central School District, Corinth Central School District, Galway Central School District, Mechanicville City School District, Saratoga Springs City School District, Schuylerville Central School District, Shenendehowa Central School District, South Glens Falls Central School District and Stillwater Central School District, at a cost to be paid by each school district of \$75,419.87 per assigned Deputy Sheriff serving in the capacity of School Resource Officer for the 2022-2023 school year to cover the school district's approximate pro-rata share of the County's employee, transportation, equipment and patrol car costs for each assigned Deputy; now, therefore, be it

RESOLVED, that the Chair of the Board and the Sheriff are hereby authorized to execute an amended agreement with each of the following school districts for a term of twelve (12) months from September 1st to August 31st, commencing with the 2022-2023 school year, subject to renewal for up to two additional terms of twelve (12) months each, for the provision of Road Patrol Deputy Sheriffs to serve as School Resource Officer: Ballston Spa Central School District, Burnt Hills-Ballston Lake Central School District, Corinth Central School District, Galway Central School District, Mechanicville City School District, Saratoga Springs City School District, Schuylerville Central School District, Shenendehowa Central School District, South Glens Falls Central School District and Stillwater Central School District, at a cost to be paid by each school district of \$75,419.87 per assigned Deputy Sheriff serving in the capacity of School Resource Officer for the 2022-2023 school year to cover the school district's approximate pro-rata share of the County's employee, transportation, equipment and patrol car costs for each assigned Deputy; and be it further

RESOLVED, that each of the foregoing agreements with said school districts shall provide that upon the request of the school district and the approval of the Saratoga County Sheriff, Saratoga County Sheriff's Department Road Patrol Deputies shall be authorized to provide overtime security services at school activities and events outside of normal school hours at an additional cost to the school district of \$50.00 per hour for a minimum of two (2) hours per school activity/event; and, be it further

RESOLVED, that contract costs for any renewal period for the 2023-2024 or 2024-2025 school years shall be the school district's approximate pro-rata share of the County's employee, transportation, equipment and patrol car costs for each assigned Deputy, as calculated by the Saratoga County Sheriff by no later than June 1 prior to the commencement of that school year; and be it further

RESOLVED, that the form and content of such agreements shall be subject to the approval of the County Attorney, and it is further

RESOLVED, that the 2022 Saratoga County Budget is amended as follows:

UNDER SHERIFF'S OFFICE:

Increase Appropriations:

Acct.: #A.30.000-6810 - Overtime \$68,800

Increase Revenues:

Acct.: #A.30.2263 - SRO Reimbursements \$68,800

; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: The budget will be amended to accept these funds and authorize the related expenses.

August 16, 2022 Regular Meeting

Motion to Adopt: Supervisor(s): Butler

Second: Supervisors(s): Gaston

AYES (211783): Eric Connolly (11831), Joseph Grasso (4328), Philip C. Barrett (19014.5), Jonathon Schopf (19014.5), Eric Butler (6500), Diana Edwards (819), Michael Smith (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Kevin Tollisen (25662), Mark Hammond (17130), Scott Ostrander (18800), Theodore Kusnierz (16202), Willard H. Peck (5242), Sandra Winney (2075), Thomas N. Wood, III (5808), Tara N. Gaston (14245.5), Matthew E. Veitch (14245.5), John Lant (17361).

NOES (0):

ABSENT (23726): Jean Raymond (1333), Thomas Richardson (5163), Edward D. Kinowski (9022), John Lawler (8208).

8/16/22



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 260 - 2022

Introduced by Human Resources and Insurance: Supervisors Tollisen, Edwards, Grasso, Hammond, Schopf, K. Veitch and Wood

AUTHORIZING THE PAYMENT OF A MONTHLY STIPEND TO LISA MASTEN, HUMAN RESOURCES ANALYST

WHEREAS, Lisa Masten was appointed to the position of Human Resources Analyst in June 2022 from her previous position of Payroll Supervisor; and

WHEREAS, as a result of ongoing transitions within the Human Resources Department and Treasurer's Office, Lisa Masten's supervision duties will continue to be performed in the payroll unit; and

WHEREAS, our Human Resources and Insurance Committee and the Director of Human Resources have recommended that Lisa Masten be provided a stipend in the amount of \$500.00 per month, from June 1, 2022 through December 31, 2022, to compensate her for the additional duties that she will be performing; now, therefore, be it

RESOLVED, that this Board approves the payment to Lisa Masten, Human Resources Analyst, of a stipend in the amount of \$500.00 per month, from June 1, 2022 through December 31, 2022, to compensate her for the additional duties that she will be performing in the payroll unit; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No Budget Impact. Funds are included in the department budget.

August 16, 2022 Regular Meeting

Motion to Adopt: Supervisor(s): Butler

Second: Supervisors(s): Gaston

AYES (211783): Eric Connolly (11831), Joseph Grasso (4328), Philip C. Barrett (19014.5), Jonathon Schopf (19014.5), Eric Butler (6500), Diana Edwards (819), Michael Smith (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Kevin Tollisen (25662), Mark Hammond (17130), Scott Ostrander (18800), Theodore Kusnierz (16202), Willard H. Peck (5242), Sandra

Winney (2075), Thomas N. Wood, III (5808), Tara N. Gaston (14245.5), Matthew E. Veitch (14245.5), John Lant (17361).

NOES (0):

ABSENT (23726): Jean Raymond (1333), Thomas Richardson (5163), Edward D. Kinowski (9022), John Lawler (8208).

8/16/22



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 261 - 2022

Introduced by Economic Development: Supervisors Tollisen, Grasso, Hammond, Schopf, K. Veitch, M. Veitch and Wood

AUTHORIZING THE CONTINUATION OF SARATOGA COUNTY AGRICULTURAL DISTRICT #2, WITH MODIFICATIONS, FOR AN ADDITIONAL EIGHT YEARS, AND AUTHORIZING THE ISSUANCE OF A NEGATIVE DECLARATION UNDER SEQ

WHEREAS, pursuant to Resolution 133-98, this Board approved the consolidation of Saratoga County Agricultural Districts #2, #5 and #6 into Saratoga County Consolidated Agricultural District #2 within the Towns of Ballston, Charlton, Clifton Park, Galway, Malta, and Milton, and the City of Saratoga Springs, and with continued annual reviews involving Agriculture and Markets Law Section 303-b, has expanded the boundaries of the District within the Towns of Ballston, Charlton, Clifton Park, Corinth, Edinburg, Galway, Greenfield, Hadley, Malta, Milton, Providence, and the City of Saratoga Springs; and

WHEREAS, based on the petitions of interested landowners, this Board has modified the boundaries of Saratoga County Consolidated Agricultural District #2 on several occasions to include parcels owned by the requesting landowners within the District's boundaries, with the last such modification being pursuant to Resolution 47-2021; and

WHEREAS, Agriculture and Markets Law §303-a requires this Board of Supervisors to conduct a review of Saratoga County Consolidated Agricultural District #2 every eight (8) years, and to determine whether the District should be continued, terminated or modified; and

WHEREAS, in compliance with Agriculture and Markets Law §303-a(2)(b), the Saratoga County Agriculture Farmland Protection Board and the Saratoga County Planning Board have submitted a report ("the Report") to this Board recommending that Saratoga Consolidated Agricultural District #2 be continued with modifications to its boundary map to correctly correspond to the 2022 New York State Real Property Service ("RPS") parcel codes depicting participation in the Saratoga County Consolidated Agricultural District #2, and to make minor clerical corrections; and

WHEREAS, in the Report, the Saratoga County Agriculture and Farmland Protection Board and the Saratoga County Planning Board recommend the removal of four parcels from the Saratoga County Consolidated Agricultural District #2 as requested by the individual landowners; and

WHEREAS, as part of its review process, this Board held a public hearing on July 13, 2022, as required by Agriculture and Markets Law §303-a(2)(c), and received eight (8) public comments on the proposed continuation and modifications of the District's map boundaries; and

WHEREAS, after an extensive review of the public comments by the Saratoga County Planning and Economic Development Department, the Saratoga County Office of Real Property Tax Services, in cooperation with all municipal Assessors within Saratoga County Consolidated Agricultural District #2, the Saratoga County Agriculture and Farmland Protection Board, and the Saratoga County Planning Board, it was recommended that no changes be made to the Report; and

WHEREAS, the Saratoga County Board of Supervisors has reviewed the proposed Project, including the recommendations of the Saratoga County Agriculture and Farmland Protection Board, as well as Parts I and II of the Project's State Environmental Quality Review Act ("SEQR") Short Environmental Assessment form; now, therefore be it

RESOLVED, that the Saratoga County Board of Supervisors hereby finds, determines and directs that Saratoga County Consolidated Agricultural District #2 should be continued for an additional eight (8) year period and directs that those modifications to the District's boundary map be amended to correctly correspond to the 2022 RPS parcel codes depicting participation in Saratoga County Consolidated Agricultural District #2; and be it further

RESOLVED, that based upon the Project as proposed and the responses set forth in Part I & II of the Short Environmental Assessment form prepared for the Project, the Saratoga County Board of Supervisors hereby determines that the Project will not result in any significant adverse environmental impacts; and be it further

RESOLVED, that the Saratoga County Board of Supervisors hereby issues a Negative Declaration for this Unlisted Action pursuant to Article 8 of the Environmental Conservation Law; and be it further

RESOLVED, that the Chair of the Board be, and hereby is, authorized and directed to execute the Short Environmental Assessment Form (a copy of which is attached hereto); indicating the proposed action will not result in any significant adverse environmental impacts; and be it further

RESOLVED, that the Clerk of the Board is directed to cause a negative declaration to be filed in accordance with the requirements set forth in the applicable administrative and procedural regulations of SEQR; and be it further

RESOLVED, that in accordance with Agricultural and Markets Law §303-a(3), the Clerk of the Board shall forward to the New York State Commissioner of Agriculture and Markets a copy of this Resolution and the District Review Plan for the Saratoga County Consolidated Agricultural District #2, which Plan shall include the description of the District; a map delineating the exterior boundaries of the District which shall conform to tax parcel boundaries; the tax map identification numbers for every parcel in the District with minor clerical corrections; a copy of the report of the Saratoga County Farmland Protection Board; and copies of all written comments received for the public hearing; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No Budget Impact.

August 16, 2022 Regular Meeting

Motion to Adopt: Supervisor(s): Butler

Second: Supervisors(s): Gaston

AYES (211783): Eric Connolly (11831), Joseph Grasso (4328), Philip C. Barrett (19014.5), Jonathon Schopf (19014.5), Eric Butler (6500), Diana Edwards (819), Michael Smith (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Kevin Tollisen (25662), Mark Hammond (17130), Scott Ostrander (18800), Theodore Kusnierz (16202), Willard H. Peck (5242), Sandra Winney (2075), Thomas N. Wood, III (5808), Tara N. Gaston (14245.5), Matthew E. Veitch (14245.5), John Lant (17361).

NOES (0):

ABSENT (23726): Jean Raymond (1333), Thomas Richardson (5163), Edward D. Kinowski (9022), John Lawler (8208).

8/16/22



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 262 - 2022

Introduced by Economic Development: Supervisors Tollisen, Grasso, Hammond, Schopf, K. Veitch, M. Veitch and Wood

AUTHORIZING THE ISSUANCE OF A FIRST QUARTER 2022 AND SECOND QUARTER 2022 PAYMENT TO SARATOGA COUNTY ECONOMIC DEVELOPMENT CORPORATION FOR MARKETING AND PROMOTIONAL SERVICES

WHEREAS, pursuant to Resolution 315-2021, this Board authorized the Chairman to enter into an agreement with Saratoga County Economic Development Corporation (“SEDC”) to provide marketing services for the promotion and benefits of conducting business operations in the County of Saratoga for the term January 1, 2022 through December 31, 2022, at a cost not to exceed \$225,000, to be made in quarterly payments upon the submission of a properly documented voucher and documentation for review by the Economic Development Committee and upon a resolution duly advanced; and

WHEREAS, our Economic Development Committee has received and reviewed said documentation for the first and second quarter of 2022 and has recommended that the payment of \$73,754.82 be made to the Saratoga Economic Development Corporation for the provision of marketing and promotional services for the promotion and benefits of conducting business operations in the County of Saratoga; now, therefore, be it

RESOLVED, that the first and second quarter 2022 payment to Saratoga Economic Development Corporation in the amount of \$73,754.82 is authorized and approved to be paid; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No Budget Impact. Funds are included in the department budget.

August 16, 2022 Regular Meeting

Motion to Adopt: Supervisor(s): Butler

Second: Supervisors(s): Gaston

AYES (211783): Eric Connolly (11831), Joseph Grasso (4328), Philip C. Barrett (19014.5), Jonathon Schopf (19014.5), Eric Butler (6500), Diana Edwards (819), Michael Smith (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Kevin Tollisen (25662), Mark Hammond (17130), Scott Ostrander (18800), Theodore Kusnierz (16202), Willard H. Peck (5242), Sandra

Winney (2075), Thomas N. Wood, III (5808), Tara N. Gaston (14245.5), Matthew E. Veitch (14245.5), John Lant (17361).

NOES (0):

ABSENT (23726): Jean Raymond (1333), Thomas Richardson (5163), Edward D. Kinowski (9022), John Lawler (8208).

8/16/22



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 263 - 2022

Introduced by Trails and Open Space: Supervisors Grasso, Connolly, Kinowski, Tollisen and M. Veitch

AUTHORIZING THE CHAIR OF THE BOARD TO ENTER INTO NECESSARY AGREEMENTS TO APPLY FOR, ACCEPT, AND ADMINISTER A NEW YORK STATE SNOWMOBILE GRANT-IN-AID PROGRAM GRANT

WHEREAS, on an annual basis since 1994, this Board has authorized the acceptance of State aid for the maintenance of snowmobile trails and the administration of such aid by the Saratoga County Association of Snowmobile Clubs (the "Association"); and

WHEREAS, the Association has requested that Saratoga County apply for the 2022-2023 New York State Snowmobile Grant-In-Aid Program Grant in an amount up to \$89,000, and to serve as the conduit between the State and the Association for the distribution of the grant funds; and

WHEREAS, the Association has submitted to our Trails and Open Space Committee a list of the 2021-2022 trail mileage planned for each snowmobile club within the County, and the Committee has approved said list; now, therefore, be it

RESOLVED, that the Chair of the Board is hereby authorized to execute all necessary documents to apply for, accept, and administer the 2022-2023 State Snowmobile Grant-In-Aid Program Grant, not to exceed \$89,000, for the administration by the Saratoga County Association of Snowmobile Clubs; and it is further

RESOLVED, that the form and content of such documents shall be subject to the approval of the County Attorney; and it is further

RESOLVED, that the County Auditor is hereby authorized to approve payment of the actual grant funds to the Saratoga County Association of Snowmobile Clubs for use in the development and maintenance of locally maintained snowmobile trails throughout the County; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No Budget Impact. Funds are included in the department budget.

August 16, 2022 Regular Meeting

Motion to Adopt: Supervisor(s): Butler

Second: Supervisors(s): Gaston

AYES (211783): Eric Connolly (11831), Joseph Grasso (4328), Philip C. Barrett (19014.5), Jonathon Schopf (19014.5), Eric Butler (6500), Diana Edwards (819), Michael Smith (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Kevin Tollisen (25662), Mark Hammond (17130), Scott Ostrander (18800), Theodore Kusnierz (16202), Willard H. Peck (5242), Sandra Winney (2075), Thomas N. Wood, III (5808), Tara N. Gaston (14245.5), Matthew E. Veitch (14245.5), John Lant (17361).

NOES (0):

ABSENT (23726): Jean Raymond (1333), Thomas Richardson (5163), Edward D. Kinowski (9022), John Lawler (8208).

8/16/22



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 264 - 2022

Introduced by Trails and Open Space: Supervisors Grasso, Connolly, Kinowski, Tollisen and M. Veitch

AUTHORIZING THE IMPLEMENTATION AND FUNDING IN THE FIRST INSTANCE 100% OF THE FEDERAL AID AND STATE “MARCHISELLI” PROGRAM-AID ELIGIBLE COSTS OF A TRANSPORTATION FEDERAL AID PROJECT, AND APPROPRIATING FUNDS THEREFORE, AND AMENDING THE 2022 COUNTY BUDGET IN RELATION THERETO

WHEREAS, a Project known as the “Zim Smith Trail North Extension” (design only) in the Towns of Ballston, Malta, Milton, City of Saratoga Springs, and Village of Ballston Spa, P.I.N. 1762.43 (“Project”), is eligible for funding under Title 23 of the U.S. Code, as amended, that calls for the apportionment of the costs of such program to be borne by a ratio of 80% of federal funds and 20% nonfederal funds; and

WHEREAS, the County of Saratoga desires to advance the Project by making a commitment of 100% of the nonfederal share of the costs of design services; and

WHEREAS, an amendment of the 2022 budget is needed to appropriate the necessary funding for the Project; and

NOW THEREFORE, the Saratoga County Board of Supervisors hereby approves the Project; and it is hereby further

RESOLVED, that the Saratoga County Board of Supervisors hereby authorizes the County of Saratoga to pay in the first instance 100% of the federal and nonfederal share of the costs of design services for the Project or portions thereof; and it is further

RESOLVED, that the sum of \$500,000 is hereby appropriated from the Zim Smith Capital Fund and made available to cover the cost of the County’s participation in the design phase of the Project; and it is further

RESOLVED, that in the event the full federal and nonfederal share costs of the Project exceeds the amount appropriated above, the Saratoga County Board of Supervisors shall convene as soon as possible to appropriate said excess amount immediately upon notification by the New York State Department of Transportation thereof; and it is further

RESOLVED, that the Chair of the Saratoga County Board of Supervisors be and is hereby authorized to execute all necessary agreements, certifications or reimbursement requests for federal aid and/or Marchiselli aid on behalf of the County of Saratoga with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible; and it is further

RESOLVED, that a certified copy of this resolution be filed with the Commissioner of the New York State Department of Transportation by attaching it to any necessary agreements in connection with the Project; and it is further

RESOLVED, that the 2022 County budget is amended as follows:

UNDER PLANNING AND ECONOMIC DEVELOPMENT:

Increase Appropriations:

Acct.: # HG.80.100-7098 – Professional Services \$400,000

Increase Revenues:

Acct.: # HG.80-4097 – Federal Aid Capital Projects \$400,000

; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: The anticipated County share of this Project is \$100,000 and is available within the Zim Smith Capital Fund.

August 16, 2022 Regular Meeting

Motion to Adopt: Supervisor(s): Butler

Second: Supervisors(s): Gaston

AYES (211783): Eric Connolly (11831), Joseph Grasso (4328), Philip C. Barrett (19014.5), Jonathon Schopf (19014.5), Eric Butler (6500), Diana Edwards (819), Michael Smith (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Kevin Tollisen (25662), Mark Hammond (17130), Scott Ostrander (18800), Theodore Kusnierz (16202), Willard H. Peck (5242), Sandra Winney (2075), Thomas N. Wood, III (5808), Tara N. Gaston (14245.5), Matthew E. Veitch (14245.5), John Lant (17361).

NOES (0):

ABSENT (23726): Jean Raymond (1333), Thomas Richardson (5163), Edward D. Kinowski (9022), John Lawler (8208).

8/16/22



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 265 - 2022

Introduced by Law and Finance: Supervisors Schopf, Barrett, Grasso, Lant, Raymond, Tollisen and M. Veitch

AUTHORIZING THE ACCEPTANCE OF \$22,325,096.50 IN FEDERAL AID UNDER THE AMERICAN RESCUE PLAN ACT OF 2021 (ARPA)

WHEREAS, on March 11, 2021, the Federal Government passed the American Rescue Plan Act of 2021 (“ARPA”), which was a \$11.9 Trillion economic stimulus package intended to assist the United States recovery from the economic and health effects of the COVID-19 Pandemic and the ongoing recession; and

WHEREAS, the U.S. Department of Treasury has issued guidance and rules relative to ARPA funding, including the Coronavirus Local Fiscal Recovery Fund Award Terms and Conditions and the most recent Interim Final Rule, dated July 19, 2021; and

WHEREAS, Saratoga County was directly awarded and has received the second tranche of ARPA funding in the amount of \$22,325,096.50, on July 11, 2022; and

WHEREAS, pursuant to Resolution 246-2021, this Board authorized the acceptance and recognition of ARPA funding with the creation of a liability account “A-0688.ARPA” where such funds will be held until this Board determines appropriate funding expenditures in accordance with the guidance and rules as promulgated by the U.S. Department of Treasury; now, therefore, be it

RESOLVED, that the County Treasurer and Director of Finance are authorized to recognize acceptance of the second tranche of the American Rescue Plan Act of 2021 funding in the amount of \$22,325,096.50; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No Budget Impact.

August 16, 2022 Regular Meeting

Motion to Adopt: Supervisor(s): Gaston

Second: Supervisors(s): M. Veitch

AYES (211783): Eric Connolly (11831), Joseph Grasso (4328), Philip C. Barrett (19014.5), Jonathon Schopf (19014.5), Eric Butler (6500), Diana Edwards (819), Michael Smith (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Kevin Tollisen (25662), Mark Hammond (17130), Scott Ostrander (18800), Theodore Kusnierz (16202), Willard H. Peck (5242), Sandra Winney (2075), Thomas N. Wood, III (5808), Tara N. Gaston (14245.5), Matthew E. Veitch (14245.5), John Lant (17361).

NOES (0):

ABSENT (23726): Jean Raymond (1333), Thomas Richardson (5163), Edward D. Kinowski (9022), John Lawler (8208).

8/16/22



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 267 - 2022

Introduced by Law and Finance: Supervisors Schopf, Barrett, Grasso, Lant, Raymond, Tollisen and M. Veitch

AUTHORIZING A BUDGET AMENDMENT OF \$4,000,000 IN AMERICAN RESCUE PLAN ACT OF 2021 FUNDS TO THE SARATOGA COUNTY SEWER DISTRICT NO. 1'S 2022 BUDGET

WHEREAS, on March 11, 2021, the Federal Government passed the American Rescue Plan Act of 2021 ("ARPA"), which was a \$11.9 trillion economic stimulus package intended to assist the United States recovery from the economic and health effects of the COVID-19 Pandemic and the ongoing recession; and

WHEREAS, the U.S. Department of Treasury has issued guidance and rules relative to ARPA funding, including the Coronavirus Local Fiscal Recovery Fund Award Terms and Conditions and the most recent Interim Final Rule, dated July 19, 2021; and

WHEREAS, Saratoga County was directly awarded and has received the second tranche of ARPA funding in the amount of \$22,325,096.50, on July 11, 2022; and

WHEREAS, improvements and maintenance of sewer infrastructure is an approved use of ARPA funding; and

WHEREAS, improvements and maintenance of the sewer infrastructure that is owned and operated by Saratoga County Sewer District No. 1 is an integral component of the continued growth and economic development of Saratoga County, and this Board reaffirms its commitment to the ongoing improvement and maintenance of sewer infrastructure for the benefit of all county residents; and

WHEREAS, our Law and Finance Committee, the Saratoga County Sewer District No. 1 Sewer Commission, and the Executive Director of the Sewer District have recommended that \$4,000,000 in funding received through ARPA be appropriated to the Saratoga County Sewer District No. 1 budget to be applied towards improvements and maintenance of sewer infrastructure; now, therefore, it is

RESOLVED, that this Board authorizes an appropriation of \$4,000,000 from fund balance to Saratoga County Sewer District No. 1, utilizing previously recognized ARPA funds; and it is further

RESOLVED, that the 2022 County budget is amended as follows:

UNDER SEWER DISTRICT

Increase Appropriations

Acct.: #: ES.81.813-7095 – Capital Equipment \$4,000,000

Increase Revenues:

Acct.: #: ES.81-4089 – Federal Aid – Other \$4,000,000

; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: Funding will require an appropriation of \$4,000,000 utilizing ARPA funds.

August 16, 2022 Regular Meeting

Motion to Adopt: Supervisor(s): Butler

Second: Supervisors(s): Gaston

AYES (211783): Eric Connolly (11831), Joseph Grasso (4328), Philip C. Barrett (19014.5), Jonathon Schopf (19014.5), Eric Butler (6500), Diana Edwards (819), Michael Smith (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Kevin Tollisen (25662), Mark Hammond (17130), Scott Ostrander (18800), Theodore Kusnierz (16202), Willard H. Peck (5242), Sandra Winney (2075), Thomas N. Wood, III (5808), Tara N. Gaston (14245.5), Matthew E. Veitch (14245.5), John Lant (17361).

NOES (0):

ABSENT (23726): Jean Raymond (1333), Thomas Richardson (5163), Edward D. Kinowski (9022), John Lawler (8208).

8/16/22



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 268 - 2022

Introduced by Law and Finance: Supervisors Schopf, Barrett, Grasso, Lant, Raymond, Tollisen and M. Veitch

AUTHORIZING A HOST COMMUNITY BENEFIT AGREEMENT WITH CHPE, LLC IN CONNECTION WITH THE CHAMPLAIN HUDSON POWER EXPRESS PROJECT

WHEREAS, CHPE, LLC, a New York State limited liability company (the “Company”), has undertaken a project (the “Project”) consisting of the construction, installation and equipping on or under the Land of a fully-buried, up to 1,250-megawatt (“MW”) high voltage direct current (“HVDC”) electric transmission line and related infrastructure (collectively, the “Improvements”) that will travel through the Towns of Moreau, Northumberland, Wilton, Greenfield, Milton, Ballston, Clifton Park, and the City of Saratoga Springs, and the acquisition and installation thereon and therein of certain related machinery and equipment, including but not limited to, two (2) five-inch diameter HVDC transmission cables (collectively, the “Equipment”) (the Land, the Improvements and the Equipment hereinafter collectively referred to as the “Project Facility”), all of the foregoing to be used and operated by the Company as a portion of an electric power transmission line from the U.S.-Canada border to New York City; and

WHEREAS, in connection with the undertaking of the Project, the Company will execute and deliver a “Host Community Benefit Agreement” by and between the County of Saratoga (“County”) and the Company, pursuant to which the Company will agree to pay certain host community benefit payments directly to the County; and

WHEREAS, the County, as one of the affected taxing jurisdictions with respect to the Project Facility, desires to adopt a resolution indicating agreement to the terms of the proposed Host Community Benefit Agreements; and

WHEREAS, upon the recommendation of our Law and Finance Committee, and upon the recommendation of the Saratoga County Industrial Development Agency that the County approve and accept a Host Community Benefit Agreement with CHPE, LLC as substantially described in Schedule A attached; now, therefore, be it

RESOLVED, that the Saratoga County Board of Supervisors hereby approves the payment terms to be contained in the Host Community Benefit Agreement, as substantially described in Schedule A attached; and it is further

RESOLVED, that the Chair of the Board is authorized on behalf of the County to execute and deliver the Host Community Benefit Agreement with CHPE, LLC, relating to the County for the purpose of evidencing its approval to the proposed payment terms of the Host Community Benefit Agreement, said Host Community Benefit Agreement to contain the terms described in Schedule A attached; and it is further

RESOLVED, that the form and content of such Host Community Benefit Agreement shall be subject to the approval of the County Attorney; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No Budget Impact.

August 16, 2022 Regular Meeting

Motion to Adopt: Supervisor(s): Schopf

Second: Supervisors(s): Barrett

AYES (211783): Eric Connolly (11831), Joseph Grasso (4328), Philip C. Barrett (19014.5), Jonathon Schopf (19014.5), Eric Butler (6500), Diana Edwards (819), Michael Smith (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Kevin Tollisen (25662), Mark Hammond (17130), Scott Ostrander (18800), Theodore Kusnierz (16202), Willard H. Peck (5242), Sandra Winney (2075), Thomas N. Wood, III (5808), Tara N. Gaston (14245.5), Matthew E. Veitch (14245.5), John Lant (17361).

NOES (0):

ABSENT (23726): Jean Raymond (1333), Thomas Richardson (5163), Edward D. Kinowski (9022), John Lawler (8208).

SCHEDULE A

HCA PAYMENTS AND ILLUSTRATIVE DUE DATES

The following schedule sets forth the annual HCA Payment for each year during the Term and is intended to serve as an illustration of the potential due dates of same under this Agreement if the Project Facility has a COD Taxable Status Date of March 1, 2026.

HCA Payment Year	Assessment Roll Year	HCA Payment Due Date	HCA Payment
Construction Period			\$0
1	2026	January 31, 2027	\$2,631,207
2	2027	January 31, 2028	\$2,669,360
3	2028	January 31, 2029	\$2,708,066
4	2029	January 31, 2030	\$2,747,333
5	2030	January 31, 2031	\$3,019,433
6	2031	January 31, 2032	\$3,063,215
7	2032	January 31, 2033	\$3,107,631
8	2033	January 31, 2034	\$3,152,692
9	2034	January 31, 2035	\$3,444,437
10	2035	January 31, 2036	\$3,494,382
11	2036	January 31, 2037	\$3,545,050
12	2037	January 31, 2038	\$3,596,453
13	2038	January 31, 2039	\$3,909,216
14	2039	January 31, 2040	\$3,965,900
15	2040	January 31, 2041	\$4,023,406
16	2041	January 31, 2042	\$4,081,745
17	2042	January 31, 2043	\$4,416,992
18	2043	January 31, 2044	\$4,481,039
19	2044	January 31, 2045	\$4,546,014
20	2045	January 31, 2046	\$4,611,931
21	2046	January 31, 2047	\$4,971,229
22	2047	January 31, 2048	\$5,043,312
23	2048	January 31, 2049	\$5,116,440
24	2049	January 31, 2050	\$5,190,628
25	2050	January 31, 2051	\$5,575,651
26	2051	January 31, 2052	\$5,656,498
27	2052	January 31, 2053	\$5,738,517
28	2053	January 31, 2054	\$5,821,726
29	2054	January 31, 2055	\$6,234,260
30	2055	January 31, 2056	\$6,324,656
Total			\$126,888,420