



# Law & Finance Committee

December 14, 2022 4PM  
40 McMaster Street, Ballston Spa, NY

Chair: Jonathan Schopf

Members:

Phil Barrett- VC  
Joe Grasso  
John Lant  
Jean Raymond  
Kevin Tollisen  
Matt Veitch

Welcome and Attendance

Approval of the minutes from November 3, 2022 & November 9, 2022

## **BUILDINGS & GROUNDS**

- Confirming the declaration of the Board of Supervisors to be Lead Agency in the Environmental Review of the proposed new Fixed Base Operator Terminal Building at the Saratoga County Airport, classifying the project as an unlisted action and authorizing the issuance of a negative Declaration under SEQR.  
(Chad Cooke, Commissioner of Public Works)  
**BUDGET IMPACT**: No Budget Impact.

## **PUBLIC SAFETY**

- Authorizing an amended agreement with Forensic Medical Services, P.C.  
(Susan Hayes-Masa, David DeCelle, County Coroner)  
**BUDGET IMPACT**: No Budget Impact. Funds are included in the Department Budget.
- Authorizing a renewal agreement with National Medical Services, Inc. d/b/a NMS Labs for postmortem toxicology services.  
(Susan Hayes-Masa, David DeCelle, County Coroner)  
**BUDGET IMPACT**: No Budget Impact. Funds are included in the Department Budget.
- Authorizing an amended agreement with Saratoga Hospital for the use of laboratory and morgue facilities.  
(Susan Hayes-Masa, David DeCelle, County Coroner)  
**BUDGET IMPACT**: No Budget Impact. Funds are included in the Department Budget.
- Authorizing an agreement with Motorola Solutions, Inc. for expansion of the North Cell Simulcast System of the County's 800MHz Emergency Radio System Infrastructure.  
(Michael Stanley, Emergency Services)  
**BUDGET IMPACT**: No Budget Impact. Funds are included in the Department Budget.

- Authorizing a renewal agreement with OnSolve, LLC to provide enhanced reverse 911 emergency notification services.  
(Michael Stanley, Emergency Services)  
**BUDGET IMPACT:** No Budget Impact. Funds are included in the Department Budget.
- Authorizing the acceptance of a 2022 Domestic Terrorism Prevention Grant from the NYS Division of Homeland Security and Emergency Services and amending the budget in relation thereto.  
(Michael Zurlo, County Sheriff)  
**BUDGET IMPACT:** The 2023 County Budget will be amended to accept these funds and authorize related expenses.
- Amending Resolution 327-2021, and authorizing an amended agreement with Axon Enterprise, Inc., and amending the 2022 County Budget in relation thereto.  
(Michael Zurlo, County Sheriff)  
**BUDGET IMPACT:** Funding for this agreement will require an appropriation of \$85,360.16 from fund balance.
- Authorizing an agreement with Black Creek Integrated Systems Corp for maintenance, service, and support of the Black Creek security System at the Saratoga County Correctional Facility.  
(Michael Zurlo, County Sheriff)  
**BUDGET IMPACT:** No Budget Impact. Funds are included in the Department Budget.
- Authorizing a renewal agreement with Black Creek Integrated Systems Corp for licensing and support of the Black Creek Sally-Port Jail Management system at the Saratoga County Correctional Facility.  
(Michael Zurlo, County Sheriff)  
**BUDGET IMPACT:** No Budget Impact. Funds are included in the Department Budget.
- Adopting revisions for the administration of the Animal Shelter Trust and Agency Fund .  
(Penny Heritage, Animal Shelter Director)  
**BUDGET IMPACT:** No Budget Impact.

## **PUBLIC WORKS**

- Authorizing the implementation and funding in the first instance of 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 .  
(Chad Cooke, Commissioner of Public Works)  
**BUDGET IMPACT:** The budget will be amended to accept these funds and authorize the related expenses. The county’s 5% share totaling \$7,378 will require an appropriation from fund balance.
- Authorizing an agreement with Barton & Loguidice, D.P.C. for professional design services related to the replacement of the CR 24 (Spier Falls Road) Culvert over a Hudson River Tributary in the Town of Moreau .  
(Chad Cooke, Commissioner of Public Works)  
**BUDGET IMPACT:** No Budget Impact. Funds are included in the Department Budget.

## **HEALTH & HUMAN SERVICES**

- Authorizing the acceptance of additional funds from the NYS Office of Children & Family Services for the Safe Harbour NY Program, authorizing a renewal agreement with Saratoga Center for the Family, Inc., and amending the 2023 County Budget in relation thereto .  
(Tina Potter, Commissioner of Social Services)  
**BUDGET IMPACT:** The 2023 Budget will be amended to accept these funds and authorize the related expenses.
- Authorizing the implementation of the Jail-Based Medication Assisted Treatment Program between the Sheriff's Office and the Department of Mental Health and Addiction Services, and amending the 2023 Budget in relation thereto.  
(Michael Prezioso, Commissioner of Mental Health & Addiction Services)  
**BUDGET IMPACT:** The 2023 Budget will be amended to accept these funds and authorize the related expenses.
- Authorizing 2023 Subcontracts for the Department of Aging and Youth Services pursuant to the 2022-2023 Annual Implementation Plan.  
(Sandi Cross, Director of the Department of Aging & Youth Services)  
**BUDGET IMPACT:** No Budget Impact. Funds are included in the Department Budget.
- Authorizing the acceptance of a donation to the Saratoga County Department of Aging and Youth Services in memory of James. M. Peacock, and amending the 2022 County budget in relation thereto.  
(Sandi Cross, Director of the Department of Aging & Youth Services)  
**BUDGET IMPACT:** The 2022 budget will be amended to accept these funds and authorize the related expenses.
- Authorizing an agreement with Rejha Group, LLC for Transportation services for children receiving Preschool Special Education or Early Intervention services.  
(Daniel Kuhles, Commissioner of Health)  
**BUDGET IMPACT:** No Budget Impact. Funds are included in the Department Budget.

## **HUMAN RESOURCES & INSURANCE**

- Adopting an Alternative Work Arrangement Policy and amending the Policies and Procedures Manual in relation thereto.  
(Scot Chamberlain, Director of Human Resources)  
**BUDGET IMPACT:** No Budget Impact.
- Amending the 2022 Compensation Schedule plan to transfer a position under Sealer of Weights and Measures.  
(Scot Chamberlain, Director of Human Resources)  
**BUDGET IMPACT:** No Budget Impact. Funds are included in the Department Budget.

- Amending Resolution 143-2021 and Resolution 156-2022, to authorize increased insurance allowances related to additional premiums resulting from changes to County inventories.  
(Scot Chamberlain, Director of Human Resources)  
**BUDGET IMPACT:** No Budget Impact. Funds are included in the Department Budget.

## **ECONOMIC DEVELOPMENT**

- Authorizing an agreement with Billi O's, Inc. d/b/a Distinctive Catering for food and beverage services at the County's annual Planning and Zoning Conference .  
(Jason Kemper, Director of Planning & Economic Development)  
**BUDGET IMPACT:** No Budget Impact. Funds are included in the Department Budget.
- Authorizing an amended agreement with Saratoga Performing Arts Center, Inc. for the provision of an ongoing tourism marketing campaign and economic development and amending the 2022 County Budget in relation thereto .  
(Steve Bulger, County Administrator)  
**BUDGET IMPACT:** No Budget Impact. Funds are included in the Department Budget.

## **TRAILS & OPEN SPACE**

- Awarding 2022 Farmland and Open Space Preservation Program Grants .  
(Jason Kemper, Director of Planning & Economic Development)  
**BUDGET IMPACT:** No Budget Impact. Funds are included in the Department Budget.
- Authorizing a Professional Services Stewardship agreement with Saratoga PLAN for management of the Saratoga County Community Forest Project in the Towns of Greenfield and Wilton.  
(Jason Kemper, Director of Planning & Economic Development)  
**BUDGET IMPACT:** No Budget Impact. Funds are included in the Department Budget.

## **LAW & FINANCE**

- Authorizing an amended agreement with Tyler Technologies, Inc. for services related to the County's Tyler Tech New World Financial Services Software system.  
(Andrew Jarosh, County Treasurer)  
**BUDGET IMPACT:** No Budget Impact. Funds are included in the Department Budget.
- Authorizing an agreement with Three One Company, Inc. for cash flow analysis services for the County Treasurer.  
(Andrew Jarosh, County Treasurer)  
**BUDGET IMPACT:** No Budget Impact. Funds are included in the Department Budget.



- Amending the County Budget to Recognize Bond Sale Proceeds issued for the Sewer Interceptor Rehabilitation Project, Upgrade of Ammonia Treatment facilities at Saratoga County Sewer District No. 1, and various capital projects.  
(Andrew Jarosh, County Treasurer)  
**BUDGET IMPACT:** The resolution will authorize a transfer of funds to the appropriate capital accounts once reconciled.
- Authorizing the acceptance of a 2022 Battlefield Interpretation Grant from the United States National Park Service and amending the 2022 County Budget in relation thereto. .  
(Lauren Roberts, County Historian)  
**BUDGET IMPACT:** The 2022 Budget will be amended to accept these funds and authorize the related expenses.
- Amending the 2022 County Budget to increase appropriations and revenues by \$11,000,000 to cover additional revenue distribution costs in accordance with the Sales Tax Formula .  
(Steve Bulger, County Administrator)  
**BUDGET IMPACT:** The budget will be amended to accept these funds and authorize the related expenses.
- Rescinding Resolution 247-2022, Establishing a Tax Stabilization Reserve Fund, and transferring funds to the Tax Stabilization Reserve Fund.  
(Steve Bulger, County Administrator)  
**BUDGET IMPACT:** The transfer of funds will require an appropriation of \$2,000,000 from Fund Balance.
- Authorizing additional appropriations to municipalities and amending the 2022 County Budget in relation thereto .  
(Steve Bulger, County Administrator)  
**BUDGET IMPACT:** This Resolution will require an appropriation of \$5,300,000 from Fund Balance.
- Levying amounts payable to the County Treasurer and Town Supervisors.  
(Steve Bulger, County Administrator)  
**BUDGET IMPACT:** No Budget Impact.
- Authorizing a renewal agreement with Adirondack Environmental Services, Inc. to conduct lab testing and wastewater analysis for Saratoga County Sewer District No. 1.  
(Dan Rourke, Executive Director of Sewer District)  
**BUDGET IMPACT:** No Budget Impact. Funds are included in the Department Budget.
- Authorizing an agreement with General Control Systems, Inc. for maintenance services for the instrumentation systems at Saratoga County Sewer District No. 1's Wastewater Treatment Plant and Collection System.  
(Dan Rourke, Executive Director of Sewer District)  
**BUDGET IMPACT:** No Budget Impact. Funds are included in the Department Budget.
- Authorizing an agreement with S&L Roofing & Sheetmetal Inc. for the replacement of the roof at Saratoga County Sewer District No. 1's Maintenance Facility.  
(Dan Rourke, Executive Director of Sewer District)  
**BUDGET IMPACT:** No Budget Impact. Funds are included in the Department Budget.

- Amending the 2022 County Budget under Department of Public Works.  
(Chad Cooke, Commissioner of Public Works)  
**BUDGET IMPACT**: No Budget Impact.
- Establish January 4, 2023, at 4pm as the date and time for the 2023 Organizational Meeting of the Board of Supervisors.  
(Steve Bulger, County Administrator)  
**BUDGET IMPACT**: No Budget Impact.

### **OTHER BUSINESS**

- Committee approval of Fire and EMS department funding from the COVID Non-Profit Grant.  
(Steve Bulger, County Administrator)  
**BUDGET IMPACT**: No Budget Impact. Funds are included in the Department Budget.
- Notification to Law and Finance Committee regarding County Administrator recommendation for re-appointment of the Commissioner of Public Works.  
(Steve Bulger, County Administrator)
- **Setting agenda for Board Meeting Scheduled For December 20, 2022**

Adjourn



# 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  
Stephanie Hodgson, Director of Budget

**CC:** Jason Kemper, Director of Planning and Economic Development  
Bridget Rider, Deputy Clerk of the Board  
Matt Rose, Management Analyst  
Clare Giammusso, County Attorney's Office  
Audra Hedden, County Administrator's Office

**DEPARTMENT:** County Treasurer



**DATE:** 12/8/2022

**COMMITTEE:** Law & Finance



**RE:** Contract with Tyler Technologies for Consulting Services and Software to Implement various new modules and functionality in the New World Systems ERP Financial Accounting system not to exceed \$43,800.

1. Is a Resolution Required:

Yes, Contract Approval

2. Proposed Resolution Title:

Authorizing a Contract with Tyler Technologies

3. Specific Details on what the resolution will authorize:

Authorizing the Chairman to execute a contract with Tyler Technologies for software and consulting services to configure and implement aspects of the New World Systems ERP Financial Accounting System. Tyler will consult Saratoga County Staff on the configuration and implementation of purchasing card import functionality, eSuite-eEmployee self-service functionality, grants administration, contracts administration, and miscellaneous billing functionality. The Contract is not to exceed \$43,800.

This column must be completed prior to submission of the request.

County Attorney's Office  
Consulted

4. Is a Budget Amendment needed:  YES or  NO  
 If yes, budget lines and impact must be provided.  
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office  
 Consulted

Please see attachments for impacted budget lines.  
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount
A.16.000-8190	Other Professional Srvc	

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other

5. Identify Budget Impact:

No Budget Impact. Funds are included in the Department Budget

- a. G/L line impacted A.16.000-8190
- b. Budget year impacted 2022
- c. Details

A budget amendment has already been approved and processed.

6. Are there Amendments to the Compensation Schedule?

YES or  NO (If yes, provide details)

a. Is a new position being created?  Y  N

Effective date

Salary and grade

b. Is a new employee being hired?  Y  N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification?  Y  N

Is this position currently vacant?  Y  N

Is this position in the current year compensation plan?  Y  N

Human Resources Consulted

7. Does this item require hiring a Vendors/Contractors:  Y  N

a. Were bids/proposals solicited:  Y  N

b. Type of Solicitation

c. Is the vendor/contractor a sole source:  Y  N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department?  Y  N  N/A

e. Commencement date of contract term: **December 2022**

f. Termination of contract date: **upon completion**

g. Contract renewal and term: **none**

h. Contact information: Tyler Technologies, Inc.  
PO Box 203556  
Dallas, TX 75320-3556  
Saratoga County Vendor # 405829

i. Is the vendor/contractor an LLC, PLLC or partnership: **no**

j. State of vendor/contractor organization: **Texas**

k. Is this a renewal agreement:  Y  N

l. Vendor/Contractor comment/remarks:

Existing vendor

Purchasing Office Consulted

8. Is a grant being accepted:  YES or  NO

County Administrator's Office Consulted <input type="checkbox"/>
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a. Source of grant funding:

b. Agency granting funds:

c. Amount of grant:

d. Purpose grant will be used for:

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

g. Amount of county matching funds:

h. Administrative fee to County:

9. Supporting Documentation:

Marked-up previous resolution

No Markup, per consultation with County Attorney

Program information summary

Copy of proposal or estimate

Copy of grant award notification and information

Other \_\_\_\_\_

10. Remarks:



Quoted By:  
 Quote Expiration:  
 Quote Name:

Christopher Vargo  
 5/8/23  
 Saratoga County, NY - P-Card  
 Import and Misc. Implementation

**Sales Quotation For:**

Saratoga County  
 25 W High St  
 Ballston Spa NY 12020-1963

**Hourly Services**

Description	Hours	Price
<b>New World ERP</b>		
<b>Financials</b>		
Misc Billing & Receivables	56	\$ 10,920
Contract Management	40	\$ 7,800
Project & Grant Accounting	80	\$ 15,600
eSuite Base	16	\$ 3,120
<b>Payroll/HR</b>		
eEmployee	8	\$ 1,560
<b>TOTAL</b>	<b>200</b>	<b>\$ 39,000</b>

**Fixed Fee Services**

Description	Units	Price	Maintenance
<b>New World ERP</b>			
Other Services			
AP Purchasing Card Import	1	\$ 4,800	\$ 0
<b>TOTAL</b>		<b>\$ 4,800</b>	<b>\$ 0</b>

Summary	One Time Fees	Recurring Fees
Total Tyler Software	\$ 0	\$ 0
Total SaaS	\$ 0	\$ 0
Total Tyler Services	\$ 43,800	\$ 0
Total Third-Party Hardware, Software, Services	\$ 0	\$ 0
<b>Summary Total</b>	<b>\$ 43,800</b>	<b>\$ 0</b>
<b>Contract Total</b>	<b>\$ 43,800</b>	

Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms, subject to payment terms in an agreement, amendment, or similar document in which this sales quotation is included:

- License fees for Tyler and third-party software are invoiced upon the earlier of (i) delivery of the license key or (ii) when Tyler makes such software available accessible.
- Fees for hardware are invoiced upon delivery.
- Fees for year one of hardware maintenance are invoiced upon delivery of the hardware.
- Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software accessible to the



Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the agreement, with renewals invoiced annually thereafter in accord with the Agreement.

- Fees for services included in this sales quotation shall be invoiced as indicated below.
  - o Implementation and other professional services fees shall be invoiced as delivered.
  - o Fixed-fee Business Process Consulting services shall be invoiced 50% upon delivery of the Best Practice Recommendations, by module, and 50% upon delivery of custom desktop procedures, by module.
  - o Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion option, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion option. Where conversions are quoted as estimated, Tyler will invoice Client the actual services delivered on a time and material basis. "
  - o Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where Project Planning Services are provided, payment shall be invoiced upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be invoiced monthly in arrears, beginning on the first day of the month immediately following initiation of project planning.
  - o If Client has purchased any change management services, those services will be invoiced in accordance with the Agreement.

o Notwithstanding anything to the contrary stated above, the following payment terms shall apply to fees specifically for migrations: Tyler will invoice Client 50% of any Migration Services Fees listed above upon Client approval of the product suite migration schedule. The remaining 50%, by line item, will be billed upon the go-live of the applicable product suite. Tyler will invoice Client for any Project Management Fees listed above upon the go-live of the first product suite. Annual SaaS Fees will be invoiced upon availability of the hosted environment.

- Expenses associated with onsite services are invoiced as incurred.

Any SaaS or hosted solutions added to an agreement containing Client-hosted Tyler solutions are subject to Tyler's SaaS Services terms found here: <https://www.tylertech.com/terms/tyler-saas-services>.

Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held For six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval: \_\_\_\_\_ Date: \_\_\_\_\_  
Print Name: \_\_\_\_\_ P.O.#: \_\_\_\_\_



## **SARATOGA COUNTY BOARD OF SUPERVISORS**

### **RESOLUTION 212 - 2016**

**Introduced by Supervisors Tollisen, Kinowski, Lent, Raymond, Richardson, Schopf and Veitch**

**AUTHORIZING THE CHAIRMAN TO ENTER INTO AN  
AMENDMENT TO THE AGREEMENT WITH TYLER  
TECHNOLOGIES, INC. FOR INTEGRATED FINANCIAL  
SERVICES SOFTWARE AND PROFESSIONAL SERVICES  
AT A COST NOT TO EXCEED \$450,000**

WHEREAS, the County and New World Systems Corporation entered into a contract on or about December, 1997 for the installation and maintenance of financial services software that coordinates the County's internal management of the County's budget, purchasing, payroll, accounting, grant administration and other financial services; and

WHEREAS, on November 16, 2015, New World Systems Corporation merged with and into Tyler Technologies, Inc., with Tyler Technologies, Inc. being the surviving entity; and

WHEREAS, in the near future Tyler Technologies will no longer be supporting the financial software system currently used by the County; and

WHEREAS, after considering various presentations by financial services software providers, the Saratoga County Treasurer and the Director of Data Processing have recommended that the County upgrade its financial management software to a Windows based system offered by Tyler Technologies; and

WHEREAS, the professional services component (project management, implementation, maintenance, tech support, training) of the amended agreement proposed by Tyler Technologies is the primary and predominant part of the services to be provided by Tyler Technologies, which professional services are inextricably integrated with the physical software and hardware components of the agreement, and therefore such services need not be put out to bid; and

WHEREAS, our Law and Finance Committee, the County Treasurer and the Director of Data Processing have recommended that the County's agreement with Tyler Technologies, Inc. be amended to authorize the installation and maintenance of a new financial services software system and the provision of related professional services at a cost not to exceed \$450,000; now, therefore, be it

RESOLVED, that the Chair of the Board is hereby authorized to execute an amendment to the agreement with Tyler Technologies, Inc. of Troy, Michigan, for the installation and maintenance of a new financial services software system and the provision of related professional services at a cost not to exceed \$450,000, with the form and content of such amendment to be subject to the approval of the County Attorney.

**BUDGET IMPACT STATEMENT:** Funds are available within the 2016 Adopted Budget.



## **SARATOGA COUNTY BOARD OF SUPERVISORS**

### **RESOLUTION 73 - 2018**

**Introduced by Supervisors Tollisen, Allen, DeLucia, Lent, Pemrick, Szczpaniak, and Wright**

**AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AMENDMENT TO THE AGREEMENT WITH TYLER TECHNOLOGIES, INC. FOR THE PURCHASE OF ADDITIONAL SOFTWARE MODULES FOR THE COUNTY'S NEW INTEGRATED FINANCIAL SERVICES SOFTWARE SYSTEM, AND AMENDING THE 2017 COUNTY BUDGET IN RELATION THERETO**

WHEREAS, pursuant to Resolution 212-2016, this Board authorized an amendment to its agreement with Tyler Technologies, Inc. to provide for the installation and maintenance of a new financial services software system, and the provision of related professional services to include project management, implementation, maintenance, tech support and training, at a cost not to exceed \$450,000; and

WHEREAS, the County desires to purchase additional hardware, including printers and scanners, as well as software modules for the new financial management software system being designed and constructed in order to improve management of County inventory, access financial, billing and payroll forms, and improve management of financial content; and

WHEREAS, Tyler Technologies, Inc. has provided a quote to the County for the software modules requested and related fees in the amount of \$147,442; and for travel expenses in the amount of \$8,000; totaling in all \$155,442; and

WHEREAS, it is appropriate to amend the agreement with Tyler Technologies, Inc. to include the purchase of the additional software modules desired by the County, and to cover the costs of related fees, maintenance, travel and any unanticipated expenses incurred in implementing the system, at a cost not to exceed \$156,000; and

WHEREAS, an amendment to the 2017 Saratoga County Budget is needed to effect these changes to the Tyler Technologies, Inc. contract, as well as to cover the cost of additional printer and scanners desired for the new financial management software system; now, therefore, be it

**RESOLVED**, that the Chair of the Board is hereby authorized to execute an amendment to the agreement with Tyler Technologies, Inc. of Troy, Michigan, for the installation and maintenance of additional software modules for the County's new financial management software system, as well as for the payment of license, maintenance and data conversion fees and related travel expenses, at an additional cost not to exceed \$156,000, thereby increasing the contract total to \$606,000; and, be it further

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

RESOLVED, that the 2017 County Budget is amended as follows:

GENERAL FUND

Appropriations:

Increase Acct. #1-90-920-99HN IT Infrastructure \$166,000

Revenues:

Increase Acct. #1-90-1110 Sales Tax \$166,000

IT NETWORK FUND:

Appropriations:

Increase Acct. #HN-23-100-7092 Infrastructure \$166,000

Revenues:

Increase Acct. #HN-23-5031 GF Transfer \$166,000

BUDGET IMPACT STATEMENT: None. The cost of the amended contract and related equipment will be covered by a surplus in the 2017 County share of Sales Tax revenue.



## **SARATOGA COUNTY BOARD OF SUPERVISORS**

### **RESOLUTION 164 - 2021**

**Introduced by Supervisors Schopf, Barrett, Gaston, Tollisen, Veitch, Winney and Wood**

**AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AMENDMENT TO THE AGREEMENT WITH TYLER TECHNOLOGIES, INC. FOR SERVICES REGARDING THE COUNTY'S TYLER TECH NEW WORLD FINANCIAL SERVICES SOFTWARE SYSTEM**

WHEREAS, pursuant to Resolution 73-2018, this Board authorized an amendment to its agreement with Tyler Technologies, Inc. for the installation and maintenance of additional software modules for the County's new financial management software system, as well as for the payment of license, maintenance and data conversion fees and related travel expenses, at an additional cost not to exceed \$156,000; and

WHEREAS, the County wishes to install new SQL Servers to the new Data Center for better performance of the New World Financial System; and

WHEREAS, Tyler Technologies, Inc. has provided a quote to the County for services to provide said servers, which services will include installing and configuring Windows SQL servers and restoring all New World ERP databases to the new SQL servers at GO LIVE, at a cost of \$5,000; and

WHEREAS, it is appropriate to amend the existing agreement with Tyler Technologies, Inc. to allow for the installation of the new SQL servers, and for related services, at a cost not to exceed \$5,000; now, therefore, be it

RESOLVED, that the Chair of the Board is hereby authorized to execute an amendment to the agreement with Tyler Technologies, Inc. of Troy, Michigan, for the installation of new SQL Servers, and for related services, at an additional cost not to exceed \$5,000; and, be it further

RESOLVED, that the form and content of such amendment shall be subject to the approval of the County Attorney.

BUDGET IMPACT STATEMENT: None. Funds for this agreement are included in the 2021 budget.



## **SARATOGA COUNTY BOARD OF SUPERVISORS**

### **RESOLUTION 191 - 2021**

**Introduced by Supervisors Gaston, Barrett, Connolly, Grasso, Peck, Smith and Veitch**

**AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AMENDMENT TO THE AGREEMENT WITH TYLER TECHNOLOGIES, INC. FOR SERVICES REGARDING THE COUNTY'S TYLER TECH NEW WORLD FINANCIAL SERVICES SOFTWARE SYSTEM, AND AMENDING THE 2021 BUDGET IN RELATION THERETO**

WHEREAS, pursuant to Resolution 164-2021, this Board authorized an amendment to its agreement with Tyler Technologies, Inc. for the installation of new SQL Servers, and for related services to our Finance and Human Resources software system, at an additional cost not to exceed \$5,000; and

WHEREAS, the County wishes to install an eSuite-eEmployee employee self-service module, which will allow County employees the ability to obtain their pay stubs and W2s; update W9, contact and direct deposit information; and interact with Human Resources and Payroll functions securely online; and

WHEREAS, Tyler Technologies, Inc. has provided a quote to the County for services to provide said module, at a cost of \$34,800, which includes a prorated recurring annual maintenance fee of \$2,500 and \$32,300 for licensing and installation costs; and

WHEREAS, it is appropriate to amend the existing agreement with Tyler Technologies, Inc. to allow for the installation of the new eSuite-eEmployee software, and for related services, at a cost not to exceed \$34,800; and

WHEREAS, an amendment to the 2021 budget is necessary to pay for the installation of this software; now, therefore, be it

RESOLVED, that the Chair of the Board is hereby authorized to execute an amendment to the agreement with Tyler Technologies, Inc. of Troy, Michigan, for the installation of eSuite-eEmployee software, and for related services, at an additional cost not to exceed \$34,800; and, be it further

RESOLVED, that the form and content of such amendment shall be subject to the approval of the County Attorney.

RESOLVED, that the 2021 budget is amended as follows:

UNDER COUNTY TREASURER

Appropriations:

Increase Acct. #: A.16.000-8160 Data Processing Fees	\$34,800
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UNDER COUNTY ADMINISTRATOR

Appropriations:

Decrease Acct. #: A.14.999.9000 Unallocated Amount	\$34,800
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BUDGET IMPACT STATEMENT: Funds are available in the 2021 budget through an inter-department transfer from contingency.



# 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  
Stephanie Hodgson, Director of Budget

**CC:** Jason Kemper, Director of Planning and Economic Development  
Bridget Rider, Deputy Clerk of the Board  
Matt Rose, Management Analyst  
Clare Giammusso, County Attorney's Office  
Audra Hedden, County Administrator's Office

**DEPARTMENT:** County Treasurer



**DATE:** 12/8/2022

**COMMITTEE:** Law & Finance



**RE:** Three + One Company, Inc. Contract

This column must be completed prior to submission of the request.

1. Is a Resolution Required:

Yes, Contract Approval

2. Proposed Resolution Title:

3. Specific Details on what the resolution will authorize:

Authorizing a contract with 3+1 Advisors for cash flow analysis services to the County Treasurer

County Attorney's Office  
Consulted



4. Is a Budget Amendment needed:  YES or  NO  
 If yes, budget lines and impact must be provided.  
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office  
 Consulted

Please see attachments for impacted budget lines.  
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other

5. Identify Budget Impact:

**No Budget Impact. Funds are included in the Department Budget**

- a. G/L line impacted **A.16.000-8190**
- b. Budget year impacted **2023**
- c. Details

6. Are there Amendments to the Compensation Schedule?

YES or  NO (If yes, provide details)

a. Is a new position being created?  Y  N

Effective date

Salary and grade

b. Is a new employee being hired?  Y  N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification?  Y  N

Is this position currently vacant?  Y  N

Is this position in the current year compensation plan?  Y  N

Human Resources Consulted

7. Does this item require hiring a Vendors/Contractors:  Y  N

a. Were bids/proposals solicited:  Y  N

b. Type of Solicitation

c. Is the vendor/contractor a sole source:  Y  N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department?  Y  N  N/A

e. Commencement date of contract term: **January 2023**

f. Termination of contract date: **Decemeber 2025**

g. Contract renewal and term:

h. Contact information: **Three + One Company, Inc.  
Tobey Village Office Park  
180 Offie Park Way  
Pittsford, NY 14534**

i. Is the vendor/contractor an LLC, PLLC or partnership: **no**

j. State of vendor/contractor organization: **NY**

k. Is this a renewal agreement:  Y  N

l. Vendor/Contractor comment/remarks:

Purchasing Office Consulted

8. Is a grant being accepted:  YES or  NO

County Administrator's Office Consulted <input type="checkbox"/>
---

a. Source of grant funding:

b. Agency granting funds:

c. Amount of grant:

d. Purpose grant will be used for:

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

g. Amount of county matching funds:

h. Administrative fee to County:

9. Supporting Documentation:

Marked-up previous resolution

No Markup, per consultation with County Attorney

Program information summary

Copy of proposal or estimate

Copy of grant award notification and information

Other \_\_\_\_\_

10. Remarks:

three+one  
and  
Saratoga County, NY

## **I. Professional Services Agreement:**

This professional services agreement (“Agreement”) is effective and entered into as of the signed date on page three (3) and is between Saratoga County, NY (“the Entity”) and three+one.

## **II. Scope of Services:**

The Entity is retaining three+one for cashVest<sup>®</sup> Liquidity & Treasury Analyses.

### **A. Initial and quarterly cashVest liquidity analysis will:**

- Provide liquidity management data that pinpoints the time value of the Entity’s cash in the marketplace.
- Monitor, review, and report on all financial institution accounts for which data is received by three+one.
- Assist the Entity to prepare for short-term cash management by providing stress tests/algorithmic simulations on all cash.
- Analyze the Entity’s liquidity proficiency to continually prepare the Entity to earn and save the most possible without sacrificing safety or liquidity.
- Ensure appropriate and competitive pricing is being received from financial partners pertinent to the facilitation of cash management.
- Assist the Entity in garnering preferred deposit rates with its banking provider(s).
- Monitor and analyze the Entity’s bank billing analysis statement(s).
- Clearly define next steps and recommendations to uncover new sources of value on identified strategic liquidity.
- Conduct a review of the Entity’s Investment Policy Statement (IPS).
- Hold an interview (60 to 90 minutes in duration) with key staff members in order to understand back-office processes to aid in providing actionable recommendations.
- Provide a Quarterly cashVest score and report.

### **B. three+one’s cashVest services provides the Entity with:**

- View quarterly summary of all cash performance across all Entity banking relationships on one platform.
- Tailored rate analysis and strategic cash progress.
- Ability to compare investment yields and charts.
- Access to opportunity cost in the financial marketplace, providing transparency for the Entity to obtain competitively priced bank products.
- Ongoing benchmark rates in the market.

C. three+one would be provided the following data from the Entity:

- View only [inquiry] access to your online banking portal(s) where three+one will aggregate:
  - 12 to 24 months of bank statements and via .PDF and or .CSV format (dependent on the availability of transaction data from the bank portal).
  - 12 months of bank analysis statements in .PDF format.
- .CSV and/or BAI2 Transaction File Access via SFTP connection.
- EDI 822 Analysis Statement Access via SFTP connection.
- Your most current Investment Policy Statement (IPS), if not available online.
- Your Annual Comprehensive Financial Report (ACFR), if not available online.
- Your current year's approved budget, if not available online.

### **III. Privacy/Confidentiality**

three+one will not license, sell, rent, share, or trade client personal identifiable data with third parties without prior consent, unless required by applicable law or as necessary, in three+one's sole discretion, to perform the Services. three+one may collect client personal identifiable data in conjunction for use of the Services. three+one may share client personal identifiable data with third parties to the extent necessary to provide the Services. The Entity and three+one will comply with all laws and regulations that apply to the collection, use, transmission, storage, and disclosure, or destruction of confidential information. Both the Entity and three+one agree to hold the other party's information in strict confidence. Aggregated, anonymized data is used to enhance, add, and improve service offerings, and client outcomes in the financial marketplace. The Entity and three+one both agree to use all reasonable efforts to protect the unauthorized use or distribution of confidential information. three+one agrees to use the same degree of care to prevent disclosing any data to unauthorized third parties except such disclosure or access that will be permitted to perform the Services provided under this Agreement. The Entity may find any updated privacy statement for three+one on its website.

The Entity and three+one agree that the solutions provided to perform the Services are protected by U.S. copyright law and conventions. Both the Entity and three+one further agree that the technology used by them to carry out the Services, including liquidity data, models, graphics, trade secrets, distinctive tables, copyright, and other intellectual property, shall remain the property of three+one and be held as confidential by both parties. Both the Entity and three+one undertake not to use, copy, reproduce, alter or modify the contents or operation of any of these items need to perform and provide the Services and agree that neither they nor their employees, current or past, may reveal, market, hand over or sell any information related to the Agreement.

### **IV. Severability:**

With reasonable cause, either party reserves the right to cancel this Agreement without obligation by giving 30 days written notice to the other party of the intent to terminate after the first full calendar year of services.

**V. Term of Agreement:**

The term of this Agreement shall be three (3) years commencing on the date of signature below by the Entity, with an option of automatic renewal after the initial term with the fee based on the updated general fund operating budget, minus inter-fund transfers.

**VI. Financial Arrangements**

The Entity agrees to pay a liquidity monitoring and reporting fee of \$250.00 annually per one million dollars of the Entity's 2022 adopted general fund operating budget, minus inter-fund transfers. This fee will be invoiced in quarterly installments. The first quarterly liquidity monitoring and reporting fee shall be due after the initial cashVest analysis is presented.

Example: \$300 million annual operating budget equates to \$75,000 annually, billed in quarterly installments of \$18,750.00.

- **Maximum Amount Payable**

The maximum total amount payable by the Entity to three+one shall not exceed \$75,000.00 annually, billed in quarterly installments. The prices established herein shall prevail for the term of this Agreement.

**If three+one does not show a 3 to 1 benefit through its cashVest initial analysis compared to the proposed annual fee for the Entity, the initial cashVest analysis will be provided at no cost with no further obligation.**

Quotes and pricing terms are negotiated and may be unique to the Entity; therefore, and except as otherwise required by law, the Entity hereby agrees to keep confidential all pricing, quotes, and invoiced amounts received from three+one.

**Signatures:**

<b>three+one</b>	<b>Date</b>
------------------	-------------

<b>Saratoga County, NY</b>	<b>Date</b>
----------------------------	-------------



# 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  
Stephanie Hodgson, Director of Budget

**CC:** Jason Kemper, Director of Planning and Economic Development  
Bridget Rider, Deputy Clerk of the Board  
Matt Rose, Management Analyst  
Clare Giammusso, County Attorney's Office  
Audra Hedden, County Administrator's Office

**DEPARTMENT:** County Treasurer

**DATE:** 12/7/2022

**COMMITTEE:** Law & Finance

**RE:** To recognize the receipt of bond proceeds.

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

Amending the County Budget for the Sewer and Various Capital Projects to recognize the receipt of bond sale proceeds

3. Specific Details on what the resolution will authorize:

The resolution is necessary to amend the 2022 County Budget to recognize revenue received from the bond sale. Funds will be placed in the General fund, Sewer Interceptor fund, and Sewer Ammonia Removal fund.

This column must be completed prior to submission of the request.

County Attorney's Office  
Consulted



4. Is a Budget Amendment needed:  YES or  NO  
 If yes, budget lines and impact must be provided.  
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office  
 Consulted

- Please see attachments for impacted budget lines.  
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other

5. Identify Budget Impact:

The budget will be amended to accept these funds and authorize the related expenses

- a. G/L line impacted multiple see attached
- b. Budget year impacted 2022
- c. Details

This resolution will recognize the receipt of the bond sale proceeds.

6. Are there Amendments to the Compensation Schedule?

YES or  NO (If yes, provide details)

a. Is a new position being created?  Y  N

Effective date

Salary and grade

b. Is a new employee being hired?  Y  N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification?  Y  N

Is this position currently vacant?  Y  N

Is this position in the current year compensation plan?  Y  N

Human Resources Consulted

7. Does this item require hiring a Vendors/Contractors:  Y  N

a. Were bids/proposals solicited:  Y  N

b. Type of Solicitation

c. Is the vendor/contractor a sole source:  Y  N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department?  Y  N  N/A

e. Commencement date of contract term:

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information:

i. Is the vendor/contractor an LLC, PLLC or partnership:

j. State of vendor/contractor organization:

k. Is this a renewal agreement:  Y  N

l. Vendor/Contractor comment/remarks:

Purchasing Office Consulted

8. Is a grant being accepted:  YES or  NO

County Administrator's Office Consulted <input type="checkbox"/>
---

a. Source of grant funding:

b. Agency granting funds:

c. Amount of grant:

d. Purpose grant will be used for:

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

g. Amount of county matching funds:

h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Program information summary
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other \_\_\_\_\_

10. Remarks:

6.9 million is already included in the 2022 budget therefore a budget amendment is not required. We are looking for authority to deposit bond proceeds in the A fund and the authority to transfer reconciled projects into a capital account after year end.

HO Fund - Ammonia

Appropriations

Account Number	Account Name	Amount
Increase HO.81-7095	Capital Equipment	\$ 11,000,000.00

Revenue

Account Number	Account Name	Amount
Increase H0.81-5730	Bond Anticipation Notes	\$ 11,000,000.00

HP Fund - Interceptor

Appropriations

Account Number	Account Name	Amount
Increase HP.81-7092	Infrastructure	\$ 13,000,000.00

Revenue

Account Number	Account Name	Amount
Increase HP.81-5730	Bond Anticipation Notes	\$ 13,000,000.00



# 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  
Stephanie Hodgson, Director of Budget

**CC:** Jason Kemper, Director of Planning and Economic Development  
Bridget Rider, Deputy Clerk of the Board  
Matt Rose, Management Analyst  
Clare Giammusso, County Attorney's Office  
Audra Hedden, County Administrator's Office

**DEPARTMENT:** County Clerk


**DATE:** 11/29/2022

**COMMITTEE:** Law & Finance



**RE:** Accepting an American Battlefield Protection Program Grant from the National Park Service

1. Is a Resolution Required:

Yes, Grant Acceptance 

2. Proposed Resolution Title:

Authorizing the Acceptance of a Grant from the American Battlefield Protection Program

3. Specific Details on what the resolution will authorize:

This resolution will authorize the acceptance of a \$20,000 matching Interpretation Grant from the American Battlefield Protection Program (ABPP). The ABPP Grant is administered through the National Park Service and is a matching grant, with \$20,000 coming from the grant and \$20,000 from the County. The County funding is included in the 2022 budget. This grant will identify 8-10 stories to be highlighted during the commemoration of the 250th Anniversary of the Battles of Saratoga and also includes an Historic Marker Inventory of the area designated as the siege battlefield, which includes the Village of Schuylerville and surrounding areas.

This column must be completed prior to submission of the request.

County Attorney's Office  
Consulted

4. Is a Budget Amendment needed:  YES or  NO  
 If yes, budget lines and impact must be provided.  
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office  
 Consulted

Please see attachments for impacted budget lines.  
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount
A.14-4089	Federal Aid- Other	\$20,000

Expense

Account Number	Account Name	Amount
A.14.114-7112	250th Revolution Anniversary	\$20,000

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other
		NPS - \$20,000	

5. Identify Budget Impact:

Other

- a. G/L line impacted A.14.114-7112
- b. Budget year impacted 2022
- c. Details

Budget Impact Statement: Other - The Budget will be amended to accept these funds.

--

Funds for the \$20,000 match are available in the current year's budget for the 250th commemorations.

6. Are there Amendments to the Compensation Schedule?

YES or  NO (If yes, provide details)

a. Is a new position being created?  Y  N

Effective date

Salary and grade

b. Is a new employee being hired?  Y  N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification?  Y  N

Is this position currently vacant?  Y  N

Is this position in the current year compensation plan?  Y  N

7. Does this item require hiring a Vendors/Contractors:  Y  N

a. Were bids/proposals solicited:  Y  N

b. Type of Solicitation

c. Is the vendor/contractor a sole source:  Y  N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department?  Y  N  N/A

e. Commencement date of contract term:

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information:

i. Is the vendor/contractor an LLC, PLLC or partnership:

j. State of vendor/contractor organization:

k. Is this a renewal agreement:  Y  N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

Purchasing Office Consulted

County Administrator's Office  
Consulted

8. Is a grant being accepted:  YES or  NO

a. Source of grant funding:

Federal

b. Agency granting funds:

National Park Service

c. Amount of grant:

\$20,000

d. Purpose grant will be used for:

Historic Interpretation for the 250th Anniversary of the Battles of Saratoga

e. Equipment and/or services being purchased with the grant:

Outside Consultants

f. Time period grant covers:

December 1, 2022 - June 2024

g. Amount of county matching funds:

\$20,000

h. Administrative fee to County:

0

9. Supporting Documentation:

Marked-up previous resolution

No Markup, per consultation with County Attorney

Program information summary

Copy of proposal or estimate

Copy of grant award notification and information

Other \_\_\_\_\_

10. Remarks:



## Notice of Selection: NPS ABPP Battlefield Interpretation Grant - Funding Opportunity: P22AS00245

NPS Battlefields <abpp@nps.gov>

Wed 8/31/2022 12:23 PM

To: Lauren Roberts <lroberts@saratogacountyny.gov>

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Congratulations!

I am pleased to inform you that the National Park Service (NPS) has selected Saratoga County's application for a Fiscal Year 2022 Battlefield Interpretation Grant. Our interdisciplinary panel of reviewers identified the "The Turning Point at 250" as one of the outstanding projects meriting funding. Your Federal award amount is \$20,000.

Here is a link to the announcement, which the National Park Service made today:

<https://www.nps.gov/orgs/1207/abpp-big-grants-2022.htm>

NPS ABPP would like to schedule a virtual meeting and review the draft terms and conditions of your award, as well as discuss any adjustments that you may need to make to your project schedule. **Please respond to this email with your availability on Friday, September 9, Monday September 19, and Tuesday, September 20. We will follow-up with a time for this meeting on one of those dates based on your availability.** Your award will be released once we finalize these terms and conditions.

NPS's American Battlefield Protection Program (NPS ABPP) administers Battlefield Interpretation Grants and is required to manage your award through GrantSolutions, the Department of the Interior's grants management system. As a grant recipient, you will be required to establish a GrantSolutions account and fulfill the terms and conditions of your award, including reporting, in this system. If you have not already done so, please register for GrantSolutions:

<https://home.grantsolutions.gov/home/getting-started-request-a-user-account/>.

If you have any questions about this award, or if you would like us to and share a summary of the feedback your application received from our interdisciplinary merit review panel, please contact Hannah Thomas, Preservation Planner at abpp@nps.gov or by phone at (202) 354-2037.

--

**American Battlefield Protection Program (ABPP)**

1849 C Street, NW

Room 7228

Washington, DC 20240

(202) 354-2037



# 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  
Stephanie Hodgson, Director of Budget

**CC:** Jason Kemper, Director of Planning and Economic Development  
Bridget Rider, Deputy Clerk of the Board  
Matt Rose, Management Analyst  
Clare Giammusso, County Attorney's Office  
Audra Hedden, County Administrator's Office

**DEPARTMENT:** County Administrator



**DATE:** 11.29.22

**COMMITTEE:** Law & Finance



**RE:** Housekeeping item to recognize additional sales tax revenue on the County budget

1. Is a Resolution Required:

2. Proposed Resolution Title:

See below

3. Specific Details on what the resolution will authorize:

Proposed Title: Amending the 2022 County Budget to Increase Appropriations and Revenues by \$11,000,000 to Cover Additional Revenue Distribution Costs in Accordance with the Sales Tax Formula

--

The 2022 Sales Tax Revenues exceeded the anticipated amounts and this budget amendment is required in order to recognize those revenue increases and ensure the funds are available on the budget sheets for distribution to the municipalities.

This column must be completed prior to submission of the request.

County Attorney's Office  
Consulted

4. Is a Budget Amendment needed:  YES or  NO  
 If yes, budget lines and impact must be provided.  
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office  
 Consulted

Please see attachments for impacted budget lines.  
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount
A.90-1110	Sales and Use Tax	\$11,000,000

Expense

Account Number	Account Name	Amount
A.90.905-1985	Distribution of Sales Tax	\$11,000,000

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other
			Sales Tax

5. Identify Budget Impact:

The budget will be amended to accept these funds and authorize the related expenses

- a. G/L line impacted **See Above**
- b. Budget year impacted **2022**
- c. Details

6. Are there Amendments to the Compensation Schedule?

YES or  NO (If yes, provide details)

a. Is a new position being created?  Y  N

Effective date

Salary and grade

b. Is a new employee being hired?  Y  N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification?  Y  N

Is this position currently vacant?  Y  N

Is this position in the current year compensation plan?  Y  N

7. Does this item require hiring a Vendors/Contractors:  Y  N

a. Were bids/proposals solicited:  Y  N

b. Type of Solicitation

c. Is the vendor/contractor a sole source:  Y  N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department?  Y  N  N/A

e. Commencement date of contract term:

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information:

i. Is the vendor/contractor an LLC, PLLC or partnership:

j. State of vendor/contractor organization:

k. Is this a renewal agreement:  Y  N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

Purchasing Office Consulted

8. Is a grant being accepted:  YES or  NO

County Administrator's Office Consulted <input checked="" type="checkbox"/>
--

a. Source of grant funding:

b. Agency granting funds:

c. Amount of grant:

d. Purpose grant will be used for:

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

g. Amount of county matching funds:

h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Program information summary
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other \_\_\_\_\_

10. Remarks:

2/15/22



# SARATOGA COUNTY BOARD OF SUPERVISORS

## RESOLUTION ~~93-2022~~

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

<sup>22</sup> AMENDING THE 2021 COUNTY BUDGET TO INCREASE APPROPRIATIONS AND REVENUES BY ~~\$12,000,000~~ <sup>\$11,000,000</sup> TO COVER ADDITIONAL REVENUE DISTRIBUTION COSTS IN ACCORDANCE WITH THE SALES TAX FORMULA

<sup>22</sup> WHEREAS, the 2021 County Budget needs to be amended to recognize unanticipated sales tax revenue in the amount of ~~\$12,000,000~~ <sup>\$11,000,000</sup> in 2021 that must be distributed to the cities, towns and villages pursuant to the County's sales tax distribution formula; now, therefore, be it

<sup>2</sup> RESOLVED, that the 2021 County Budget is amended as follows:

NON-DEPARTMENTAL

<u>Appropriations:</u>	
Increase Acct. # A.90.905-1985 Distribution of Sales Tax	11,000,000 \$12,000,000
<u>Revenues:</u>	
Increase Acct. # A.90-1110 Sales and Use Tax	11,000,000 \$12,000,000

; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: The additional sales tax distribution costs will be covered by recognizing ~~\$12,000,000~~ in unbudgeted sales tax revenue.



# 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  
Stephanie Hodgson, Director of Budget

**CC:** Jason Kemper, Director of Planning and Economic Development  
Bridget Rider, Deputy Clerk of the Board  
Matt Rose, Management Analyst  
Clare Giammusso, County Attorney's Office  
Audra Hedden, County Administrator's Office

**DEPARTMENT:** County Administrator



**DATE:** 11.29.22

**COMMITTEE:** Law & Finance



**RE:** Rescinding Resolution 247-2022, Establishing the Tax Stabilization Reserve Fund and appropriating funds

1. Is a Resolution Required:

2. Proposed Resolution Title:

See Below

3. Specific Details on what the resolution will authorize:

Proposed Title: Rescinding Resolution 247-2022, Properly Establishing the Tax Stabilization Reserve Fund and appropriating \$2 Million

Resolution 247-2022 was not properly noticed to the public. In order for this Reserve Fund to be established and funded, the Board must consider this resolution. If approved, the resolution will also transfer \$2,000,000 from unassigned fund balance to the Tax Stabilization Reserve Fund

This column must be completed prior to submission of the request.

County Attorney's Office  
Consulted

4. Is a Budget Amendment needed:  YES or  NO  
 If yes, budget lines and impact must be provided.  
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office  
 Consulted

Please see attachments for impacted budget lines.  
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other

5. Identify Budget Impact:

Other

- a. G/L line impacted
- b. Budget year impacted **2022**
- c. Details

Approval will reduce unassigned fund balance by \$2 million and establish the same amount in a Tax Stabilization Reserve Fund.



6. Are there Amendments to the Compensation Schedule?

YES or  NO (If yes, provide details)

a. Is a new position being created?  Y  N

Effective date

Salary and grade

b. Is a new employee being hired?  Y  N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification?  Y  N

Is this position currently vacant?  Y  N

Is this position in the current year compensation plan?  Y  N

7. Does this item require hiring a Vendors/Contractors:  Y  N

a. Were bids/proposals solicited:  Y  N

b. Type of Solicitation

c. Is the vendor/contractor a sole source:  Y  N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department?  Y  N  N/A

e. Commencement date of contract term:

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information:

i. Is the vendor/contractor an LLC, PLLC or partnership:

j. State of vendor/contractor organization:

k. Is this a renewal agreement:  Y  N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

Purchasing Office Consulted

8. Is a grant being accepted:  YES or  NO

County Administrator's Office  
Consulted

a. Source of grant funding:

b. Agency granting funds:

c. Amount of grant:

d. Purpose grant will be used for:

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

g. Amount of county matching funds:

h. Administrative fee to County:

9. Supporting Documentation:

Marked-up previous resolution

No Markup, per consultation with County Attorney

Program information summary

Copy of proposal or estimate

Copy of grant award notification and information

Other Copy of Res. 247-2022

10. Remarks:

This resolution was passed on July 19. Due to a clerical error, it was not properly posted for purposes of a permissive referendum in accordance with County Law. This request for resolution is respectfully resubmitted with additional authorization for appropriations for consideration by the Board.

7/19/22



## **SARATOGA COUNTY BOARD OF SUPERVISORS**

### **RESOLUTION 247 - 2022**

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

#### **ESTABLISHING A TAX STABILIZATION FUND**

**WHEREAS**, pursuant to General Municipal Law §6-e, and subject to a permissive referendum, a County may establish a Tax Stabilization Reserve Fund for “unanticipated expenditures,” “unanticipated revenue loss,” or “public emergencies” as those terms are defined in Section 6-e of the General Municipal Law; and

**WHEREAS**, the monies in each such fund must be deposited and secured in a manner as provided by Section 10 of the General Municipal Law; and

**WHEREAS**, our Law and Finance Committee, the County Treasurer, the Director of Finance, Budget Director and County Administrator have recommended that a Tax Stabilization Reserve Fund be created for “unanticipated expenditures,” “unanticipated revenue loss,” or “public emergencies” as those terms are defined in Section 6-e of the General Municipal Law; now, therefore, be it

**RESOLVED**, that the Saratoga County Board of Supervisors hereby establishes an account to be known as the “Tax Stabilization Reserve Fund” for the purposes enumerated in Section 6-e of the General Municipal Law; and it is further

**RESOLVED**, that such Tax Stabilization Fund will be funded by eligible portions of the annual budget appropriation as approved by this Board in adoption of a final annual budget; and it is further

**RESOLVED**, that the monies in each such fund shall be deposited and secured in a manner as provided in Section 10 of the General Municipal Law, and the County Treasurer shall invest the monies in such fund in the manner provided by Section 11 of the General Municipal Law, and any interest earned or capital gains realized on the monies so deposited or invested shall continue to accrue and become part of such fund; and it is further

**RESOLVED**, that except as otherwise provided by law, expenditures from the Tax Stabilization Reserve Fund shall be made only for approved purposes as provided in Section 6-e of the General Municipal Law. No expenditure shall be made from this Tax Stabilization Reserve Fund without the approval of the Board of Supervisors and such additional actions or proceedings as may be required by Section 6-c of the General Municipal Law or any other law, including a permissive referendum as required by subdivision 4 of Section 6-c of the General Municipal Law; and it is further

**RESOLVED**, that this Resolution is subject to a permissive referendum as provided for by County Law §§ 101 – 103, and the Clerk of the Board be and hereby is directed to publish notice of this Resolution in accordance with the requirements of County Law §101(a); and it is further

**RESOLVED**, that this Resolution shall take effect as provided for in County Law §101.

BUDGET IMPACT STATEMENT: No Budget Impact.

July 19, 2022 Regular Meeting

Motion to Adopt: Supervisor(s):

Second: Supervisors(s):

Ayes:

Noes:

Abstain:

Absent:



# 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  
Stephanie Hodgson, Director of Budget

**CC:** Jason Kemper, Director of Planning and Economic Development  
Bridget Rider, Deputy Clerk of the Board  
Matt Rose, Management Analyst  
Clare Giammusso, County Attorney's Office  
Audra Hedden, County Administrator's Office

**DEPARTMENT:** Board of Supervisors



**DATE:** 11.29.22

**COMMITTEE:** Law & Finance



**RE:** Authorizing additional appropriations to municipalities

1. Is a Resolution Required:

2. Proposed Resolution Title:

Appropriating Additional Funds for the Provision of Government Services to Municipalities

3. Specific Details on what the resolution will authorize:

This Resolution will allocate \$5,300,000 to the Towns and Cities within Saratoga County. With this approval, \$5,000,000 will be distributed to the Towns and City of Mechanicville in accordance with the Sales Tax Distribution formula. The remaining \$300,000 assigned to the City of Saratoga Springs will be kept in the County Budget and used at the recommendation of the Supervisors.

This column must be completed prior to submission of the request.

County Attorney's Office  
Consulted

4. Is a Budget Amendment needed:  YES or  NO  
 If yes, budget lines and impact must be provided.  
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office  
 Consulted

Please see attachments for impacted budget lines.  
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount
A.0599.B	Appropriated Fund Balance	\$5,300,000

Expense

Account Number	Account Name	Amount
A.90.900-8492	Local Assistance	\$5,300,000

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other
\$5,300,000			

5. Identify Budget Impact:

Other

- a. G/L line impacted See Above
- b. Budget year impacted 2022
- c. Details

This resolution will require an appropriation of \$5,300,000 from fund balance.

6. Are there Amendments to the Compensation Schedule?

YES or  NO (If yes, provide details)

a. Is a new position being created?  Y  N

Effective date

Salary and grade

b. Is a new employee being hired?  Y  N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification?  Y  N

Is this position currently vacant?  Y  N

Is this position in the current year compensation plan?  Y  N

7. Does this item require hiring a Vendors/Contractors:  Y  N

a. Were bids/proposals solicited:  Y  N

b. Type of Solicitation

c. Is the vendor/contractor a sole source:  Y  N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department?  Y  N  N/A

e. Commencement date of contract term:

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information:

i. Is the vendor/contractor an LLC, PLLC or partnership:

j. State of vendor/contractor organization:

k. Is this a renewal agreement:  Y  N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

Purchasing Office Consulted

8. Is a grant being accepted:  YES or  NO

County Administrator's Office Consulted <input type="checkbox"/>
---

a. Source of grant funding:

b. Agency granting funds:

c. Amount of grant:

d. Purpose grant will be used for:

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

g. Amount of county matching funds:

h. Administrative fee to County:

9. Supporting Documentation:

Marked-up previous resolution

No Markup, per consultation with County Attorney

Program information summary

Copy of proposal or estimate

Copy of grant award notification and information

Other List of Towns and Allocated Amounts

10. Remarks:



2022 Additional Allocation Amounts	
Towns	Amounts
Town of Ballston	\$295,751
Milton	\$333,265
Charlton	\$106,263
Clifton Park	\$1,014,987
Corinth	\$139,356
Day	\$82,488
Edinburg	\$98,752
Galway	\$98,583
Greenfield	\$192,045
Hadley	\$47,931
Halfmoon	\$590,629
Malta	\$456,658
Moreau	\$326,168
Northumberland	\$100,323
Providence	\$46,014
Saratoga	\$143,610
Stillwater	\$212,164
Waterford	\$165,063
Wilton	\$494,382
Saratoga Sprs	\$300,000
Mechanicville	\$55,569
Total	\$5,300,000



# 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  
Stephanie Hodgson, Director of Budget

**CC:** Jason Kemper, Director of Planning and Economic Development  
Bridget Rider, Deputy Clerk of the Board  
Matt Rose, Management Analyst  
Clare Giammusso, County Attorney's Office  
Audra Hedden, County Administrator's Office

**DEPARTMENT:** County Administrator

**DATE:** 12/8/2022

**COMMITTEE:** Law & Finance

**RE:** Levying amounts payable to the County Treasurer and Town Supervisors

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

Levying amounts payable to the County Treasurer and Town Supervisors

3. Specific Details on what the resolution will authorize:

Based on the adoption of the 2023 County Budget, Saratoga County would levy and collect real property taxes in each Town and City in the County of Saratoga. The attached spreadsheet is a draft and the final amounts will be provided to the Supervisor prior to the Full Board meeting on 12/20/2022.

This column must be completed prior to submission of the request.

County Attorney's Office  
Consulted

4. Is a Budget Amendment needed:  YES or  NO  
 If yes, budget lines and impact must be provided.  
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office  
 Consulted

Please see attachments for impacted budget lines.  
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other

5. Identify Budget Impact:

--

- a. G/L line impacted
- b. Budget year impacted
- c. Details

6. Are there Amendments to the Compensation Schedule?

YES or  NO (If yes, provide details)

a. Is a new position being created?  Y  N

Effective date

Salary and grade

b. Is a new employee being hired?  Y  N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification?  Y  N

Is this position currently vacant?  Y  N

Is this position in the current year compensation plan?  Y  N

Human Resources Consulted

7. Does this item require hiring a Vendors/Contractors:  Y  N

a. Were bids/proposals solicited:  Y  N

b. Type of Solicitation

c. Is the vendor/contractor a sole source:  Y  N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department?  Y  N  N/A

e. Commencement date of contract term:

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information:

i. Is the vendor/contractor an LLC, PLLC or partnership:

j. State of vendor/contractor organization:

k. Is this a renewal agreement:  Y  N

l. Vendor/Contractor comment/remarks:

Purchasing Office Consulted

8. Is a grant being accepted:  YES or  NO

County Administrator's Office  
Consulted

a. Source of grant funding:

b. Agency granting funds:

c. Amount of grant:

d. Purpose grant will be used for:

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

g. Amount of county matching funds:

h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Program information summary
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other \_\_\_\_\_

10. Remarks:

Real Property Tax Services is working on inputting the rates into the computer system. We will have an updated report for the Law & Finance Meeting and the final report for the Board Meeting on 12/20/22.



# 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  
Stephanie Hodgson, Director of Budget

**CC:** Jason Kemper, Director of Planning and Economic Development  
Bridget Rider, Deputy Clerk of the Board  
Matt Rose, Management Analyst  
Clare Giammusso, County Attorney's Office  
Audra Hedden, County Administrator's Office

**DEPARTMENT:** Sewer District #1

**DATE:** 12/6/2022

**COMMITTEE:** Law & Finance

**RE:** Resolution authorizing a renewal agreement with Adirondack Environmental Services for lab analysis work relating to SCSD's SPDES permit. This contract would commence 1/1/23 and end 12/31/23

1. Is a Resolution Required:

Yes, Contract Approval

2. Proposed Resolution Title:

AUTHORIZING A RENEWAL AGREEMENT WITH ADIRONDACK ENVIRONMENTAL SERVICES, INC. TO CONDUCT LAB TESTING AND WASTEWATER ANALYSIS FOR SARATOGA CO

3. Specific Details on what the resolution will authorize:

This resolution will authorize a renewal agreement with Adirondack Environmental Services Inc of Albany New York for \$70,000 for lab testing services related to compliance with the SCSD's SPDES permit. This is an annual house keeping item and will be for the 2023 budget year.

This column must be completed prior to submission of the request.

County Attorney's Office  
Consulted

4. Is a Budget Amendment needed:  YES or  NO  
 If yes, budget lines and impact must be provided.  
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office  
 Consulted

Please see attachments for impacted budget lines.  
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other

5. Identify Budget Impact:

**No Budget Impact. Funds are included in the Department Budget**

- a. G/L line impacted **E.S.81-813-8281**
- b. Budget year impacted **2023**
- c. Details  
 Funds are available in the 2023 budget.

6. Are there Amendments to the Compensation Schedule?

YES or  NO (If yes, provide details)

a. Is a new position being created?  Y  N

Effective date

Salary and grade

b. Is a new employee being hired?  Y  N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification?  Y  N

Is this position currently vacant?  Y  N

Is this position in the current year compensation plan?  Y  N

7. Does this item require hiring a Vendors/Contractors:  Y  N

a. Were bids/proposals solicited:  Y  N

b. Type of Solicitation Sole Source

c. Is the vendor/contractor a sole source:  Y  N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department?  Y  N  N/A

e. Commencement date of contract term: 1/1/23

f. Termination of contract date:

g. Contract renewal and term: 1/1/23-12/31/23

h. Contact information: Adirondack Environmental Services 314 N Pearl St, Albany, NY 12207

i. Is the vendor/contractor an LLC, PLLC or partnership: Inc.

j. State of vendor/contractor organization: NY

k. Is this a renewal agreement:  Y  N

l. Vendor/Contractor comment/remarks:

A new 2023 price sheet will be attached to the contract outlining the different fees for the different testing. We have used this lab for the last 7 years for our lab work. Due to the environmental testing and compliance nature of the work, it was determined that this contract can be sourced as needed.

Human Resources Consulted

Purchasing Office Consulted



8. Is a grant being accepted:  YES or  NO

County Administrator's Office Consulted <input type="checkbox"/>
---

- a. Source of grant funding:
- b. Agency granting funds:
- c. Amount of grant:
- d. Purpose grant will be used for:
- e. Equipment and/or services being purchased with the grant:
- f. Time period grant covers:
- g. Amount of county matching funds:
- h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Program information summary
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other Previous resolution example

10. Remarks:

Please see resolution 47-2022.



1/18/22

## **SARATOGA COUNTY BOARD OF SUPERVISORS**

### **RESOLUTION 47 - 2022**

**Introduced by Supervisors Schopf, Barrett, Grasso, Lant, Raymond, Tollisen and M. Veitch**

#### **AUTHORIZING A RENEWAL AGREEMENT WITH ADIRONDACK ENVIRONMENTAL SERVICES, INC. TO CONDUCT LAB TESTING AND WASTEWATER ANALYSIS FOR SARATOGA COUNTY SEWER DISTRICT NO. 1**

**WHEREAS**, testing and wastewater analysis are necessary at the Saratoga County Sewer District No. 1's Wastewater Treatment Plant to be in compliance with its State Pollution Discharge Elimination System (SPDES) Permit; and

**WHEREAS**, pursuant to Resolution 33-2021, this Board authorized a renewal agreement with Adirondack Environmental Services, Inc. to provide lab testing and wastewater analysis services, for the term January 1, 2021 through December 31, 2021, at a cost not to exceed \$70,000; and

**WHEREAS**, our Law and Finance Committee, the Sewer District Commission, and the Executive Director of the Sewer District have recommended that the contract for testing and wastewater analysis services with Adirondack Environmental Services, Inc., be renewed for the term of January 1, 2022 to December 31, 2022, at a cost not to exceed \$70,000; now, therefore, be it

**RESOLVED**, that the Chair of the Board is authorized to execute a renewal agreement with Adirondack Environmental Services, Inc., of Albany, New York, to provide lab testing and wastewater analysis services, for a term of January 1, 2022 to December 31, 2022, at a cost not to exceed \$70,000, with Adirondack Environmental Services, Inc. to charge for its lab testing and wastewater analysis services at its rates in effect at the time the services were rendered to the Sewer District, provided that Adirondack Environmental Services, Inc. shall attach to any voucher submitted to the Sewer District for payment a rate sheet confirming the rates it was charging at the time the services billed for were rendered; and it is further

**RESOLVED**, that the form and content of such 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.



# 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  
Stephanie Hodgson, Director of Budget

**CC:** Jason Kemper, Director of Planning and Economic Development  
Bridget Rider, Deputy Clerk of the Board  
Matt Rose, Management Analyst  
Clare Giammusso, County Attorney's Office  
Audra Hedden, County Administrator's Office

**DEPARTMENT:** Sewer District #1

**DATE:** 12/6/2022

**COMMITTEE:** Law & Finance

**RE:** Resolution authorizing an agreement with General Control Systems Inc. (GCS) to a major contract not to exceed \$25,000. GCS is our Supervisory Control and Data Acquisition (SCADA) integrator at the WWTP. The SCADA system is integral to the proper operation of the WWTP.

1. Is a Resolution Required:

Yes, Contract Approval

2. Proposed Resolution Title:

Resolution amending an existing minor contract with General Control Systems Inc. (GCS) to a major contract not to exceed \$25,000.

3. Specific Details on what the resolution will authorize:

This resolution will authorize and agreement with GCS Inc. for a not to exceed amount of \$25,000 for repairs to SCSD's SCADA system. We have incurred more repair costs due to aging fiber optic lines and programmable logic controllers. This combined with raising technician rates has caused SCSD to exceed our typical annual budget amount for repairs of \$15,000. This is an exiting minor contract for a NTE amount for \$15,000 that needs to be amended to a major contract.

This column must be completed prior to submission of the request.

County Attorney's Office  
Consulted

4. Is a Budget Amendment needed:  YES or  NO  
 If yes, budget lines and impact must be provided.  
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office Consulted <input type="checkbox"/>
---

Please see attachments for impacted budget lines.  
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other

5. Identify Budget Impact:

**No Budget Impact. Funds are included in the Department Budget**

- a. G/L line impacted **E.S.81-813-8190**
- b. Budget year impacted **2022**
- c. Details  
 Funds are available in the 2022 budget.

6. Are there Amendments to the Compensation Schedule?

YES or  NO (If yes, provide details)

a. Is a new position being created?  Y  N

Effective date

Salary and grade

b. Is a new employee being hired?  Y  N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification?  Y  N

Is this position currently vacant?  Y  N

Is this position in the current year compensation plan?  Y  N

Human Resources Consulted

7. Does this item require hiring a Vendors/Contractors:  Y  N

a. Were bids/proposals solicited:  Y  N

b. Type of Solicitation **BID**

c. Is the vendor/contractor a sole source:  Y  N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department?  Y  N  N/A

e. Commencement date of contract term: **TBD**

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information: **Megean Thompson  
General Controls SYstems Inc  
17 Corporate Cir, Albany, NY 12203**

i. Is the vendor/contractor an LLC, PLLC or partnership: **Inc.**

j. State of vendor/contractor organization: **NY**

k. Is this a renewal agreement:  Y  N

l. Vendor/Contractor comment/remarks:

Purchasing Office Consulted

8. Is a grant being accepted:  YES or  NO

County Administrator's Office Consulted <input type="checkbox"/>
---

- a. Source of grant funding:
- b. Agency granting funds:
- c. Amount of grant:
- d. Purpose grant will be used for:
- e. Equipment and/or services being purchased with the grant:
- f. Time period grant covers:
- g. Amount of county matching funds:
- h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Program information summary
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other Previous resolution example

10. Remarks:

Please see resolution 290-2021 for an example of when this has happened in the past. It is attached.



10/19/21

## **SARATOGA COUNTY BOARD OF SUPERVISORS**

### **RESOLUTION 290 - 2021**

**Introduced by Supervisors Schopf, Barrett, Grasso, Tollisen, Veitch, Winney and Wood**

#### **AUTHORIZING AN AGREEMENT WITH GENERAL CONTROL SYSTEMS, INC. FOR MAINTENANCE SERVICES FOR THE INSTRUMENTATION SYSTEMS AT SARATOGA COUNTY SEWER DISTRICT NO. 1'S WASTEWATER TREATMENT PLANT AND COLLECTION SYSTEM**

**WHEREAS**, the County has previously entered into annual minor contracts with General Control Systems, Inc. ("GCSI") for professional services, equipment and hardware to repair and update instrumentation systems, including the Supervisory Control and Data Acquisition ("SCADA") system throughout the Saratoga County Sewer District No. 1's Wastewater Treatment Plant and collection system; and

**WHEREAS**, as a result of increasing maintenance needs for the SCADA system this year, including unplanned repair and maintenance, services rendered by GCSI have exceeded the threshold for a minor contract; and

**WHEREAS**, the Saratoga County Sewer District Commission and the Executive Director of the Saratoga County Sewer District No. 1 have recommended that the County enter into an agreement with General Control Systems, Inc. for professional services, equipment and hardware to repair and update Saratoga County Sewer District No. 1's instrumentation systems, including its SCADA system, and ancillary equipment, for the term January 1, 2021 through December 31, 2021 at a cost not to exceed \$30,000; now, therefore, be it

**RESOLVED**, that the Chair of the Board is authorized to execute an agreement with General Control Systems, Inc., of Green Island, New York for professional services, equipment and hardware to repair and update Saratoga County Sewer District No. 1's instrumentation systems, including its SCADA system, and ancillary equipment, throughout the Sewer District's Wastewater Treatment Plant and collection system, for the term January 1, 2021 through December 31, 2021 at a cost not to exceed \$30,000; and, be it further

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

**RESOLVED**, that this Resolution shall take effect immediately.

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  
Stephanie Hodgson, Director of Budget

**CC:** Jason Kemper, Director of Planning and Economic Development  
Bridget Rider, Deputy Clerk of the Board  
Matt Rose, Management Analyst  
Clare Giammusso, County Attorney's Office  
Audra Hedden, County Administrator's Office

**DEPARTMENT:** Sewer District #1

**DATE:** 12/6/2022

**COMMITTEE:** Law & Finance

**RE:** Resolution awarding to the low Bid, S&L Roofing & Sheetmetal Inc. for \$69,900 for work consisting of replacing an existing asphalt shingle roof at SCSD No 1's Maintenance Facility.

1. Is a Resolution Required:

Yes, Contract Approval

2. Proposed Resolution Title:

Resolution awarding to the low Bid, S&L Roofing & Sheetmetal Inc. for \$69,900 for work consisting of replacing an existing asphalt shingle roof at SCSD No 1's Maintenance Facility

3. Specific Details on what the resolution will authorize:

This resolution award the low bid to S&L Roofing to perform the work of replacing the existing asphalt shingle roof of Building 2 at 523 South Main Street, SCSD's maintenance facility. S&L was the low of three bidders, and the bid ranged from \$69,900 to \$87,585. The roof was in disrepair and leaking , and this replacement will allow the district to store materials safely in the existing building.

This column must be completed prior to submission of the request.

County Attorney's Office  
Consulted



4. Is a Budget Amendment needed:  YES or  NO  
 If yes, budget lines and impact must be provided.  
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office  
 Consulted

Please see attachments for impacted budget lines.  
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other

5. Identify Budget Impact:

**No Budget Impact. Funds are included in the Department Budget**

- a. G/L line impacted **E.S.81-813-7094**
- b. Budget year impacted **2022**
- c. Details

These costs are included in the sewer districts budget via a transfer done earlier in the year.

6. Are there Amendments to the Compensation Schedule?

YES or  NO (If yes, provide details)

a. Is a new position being created?  Y  N

Effective date

Salary and grade

b. Is a new employee being hired?  Y  N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification?  Y  N

Is this position currently vacant?  Y  N

Is this position in the current year compensation plan?  Y  N

7. Does this item require hiring a Vendors/Contractors:  Y  N

a. Were bids/proposals solicited:  Y  N

b. Type of Solicitation **BID**

c. Is the vendor/contractor a sole source:  Y  N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department?  Y  N  N/A

e. Commencement date of contract term: **TBD**

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information: Jeff Smolen President  
S&L Roofing and Sheetmetal, Inc.  
Voorheesville NY

518-528-6578

i. Is the vendor/contractor an LLC, PLLC or partnership: **Inc.**

j. State of vendor/contractor organization: **NY**

k. Is this a renewal agreement:  Y  N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

Purchasing Office Consulted

8. Is a grant being accepted:  YES or  NO

County Administrator's Office Consulted <input type="checkbox"/>
---

a. Source of grant funding:

b. Agency granting funds:

c. Amount of grant:

d. Purpose grant will be used for:

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

g. Amount of county matching funds:

h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Program information summary
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other **Bid Tab** \_\_\_\_\_

10. Remarks:





# 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  
Stephanie Hodgson, Director of Budget

**CC:** Jason Kemper, Director of Planning and Economic Development  
Bridget Rider, Deputy Clerk of the Board  
Matt Rose, Management Analyst  
Clare Giammusso, County Attorney's Office  
Audra Hedden, County Administrator's Office

**DEPARTMENT:** Department of Public Works

**DATE:** 12/8/22

**COMMITTEE:** Law & Finance

**RE:** Budget transfer request

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

Authorize budget transfer to the D Fund

3. Specific Details on what the resolution will authorize:

Due to a mis-allocation of salary and fringe funds with New World's position budgeting function, a budget transfer from DPW's A Fund to DPW's D Fund is requested in the amount of \$600,000.

This column must be completed prior to submission of the request.

County Attorney's Office  
Consulted

4. Is a Budget Amendment needed:  YES or  NO  
 If yes, budget lines and impact must be provided.  
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office  
 Consulted

Please see attachments for impacted budget lines.  
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount
D.50-5031	Transfer from Gen Fund	\$600,000

Expense

Account Number	Account Name	Amount
A.50.000-6000	Regular Wages	(\$600,000)
A.90.920-9900.D	Transfer to D Fund	\$600,000
D.50.511-6000	Regular Wages	\$600,000

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other

5. Identify Budget Impact:

No Budget Impact

- a. G/L line impacted Noted above
- b. Budget year impacted 2022
- c. Details

6. Are there Amendments to the Compensation Schedule?

YES or  NO (If yes, provide details)

a. Is a new position being created?  Y  N

Effective date

Salary and grade

b. Is a new employee being hired?  Y  N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification?  Y  N

Is this position currently vacant?  Y  N

Is this position in the current year compensation plan?  Y  N

7. Does this item require hiring a Vendors/Contractors:  Y  N

a. Were bids/proposals solicited:  Y  N

b. Type of Solicitation

c. Is the vendor/contractor a sole source:  Y  N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department?  Y  N  N/A

e. Commencement date of contract term:

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information:

i. Is the vendor/contractor an LLC, PLLC or partnership:

j. State of vendor/contractor organization:

k. Is this a renewal agreement:  Y  N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

Purchasing Office Consulted

8. Is a grant being accepted:  YES or  NO

County Administrator's Office Consulted <input type="checkbox"/>
---

a. Source of grant funding:

b. Agency granting funds:

c. Amount of grant:

d. Purpose grant will be used for:

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

g. Amount of county matching funds:

h. Administrative fee to County:

9. Supporting Documentation:

Marked-up previous resolution

No Markup, per consultation with County Attorney

Program information summary

Copy of proposal or estimate

Copy of grant award notification and information

Other \_\_\_\_\_

10. Remarks:





# 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  
Stephanie Hodgson, Director of Budget

**CC:** Jason Kemper, Director of Planning and Economic Development  
Bridget Rider, Deputy Clerk of the Board  
Matt Rose, Management Analyst  
Clare Giammusso, County Attorney's Office  
Audra Hedden, County Administrator's Office

**DEPARTMENT:** County Attorney

**DATE:** 12/6/2022

**COMMITTEE:** Law & Finance

**RE:** Establishing a date and time for the 2023 Organizational Meeting of the Board of Supervisors

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

Establishing 1/4/23 at 4pm as the date and time for the 2023 Organizational Meeting of the Board of Supervisors

3. Specific Details on what the resolution will authorize:

County Law 151 requires the Board to hold an Organizational Meeting and to elect a Chairman and Vice-Chairman on or before the 8th day of January each year. This Resolution will set Wednesday - January 4, 2023 as the date and time of the 2023 Organizational Meeting.

This column must be completed prior to submission of the request.

County Attorney's Office Consulted

4. Is a Budget Amendment needed:  YES or  NO  
If yes, budget lines and impact must be provided.  
Any budget amendments must have equal and offsetting entries.

County Administrator's Office  
Consulted

- Please see attachments for impacted budget lines.  
(Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount
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Expense

Account Number	Account Name	Amount
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Source of Revenue

Fund Balance	State Aid	Federal Aid	Other
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5. Identify Budget Impact:

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- a. G/L line impacted
- b. Budget year impacted
- c. Details

6. Are there Amendments to the Compensation Schedule?

YES or  NO (If yes, provide details)

a. Is a new position being created?  Y  N

Effective date

Salary and grade

b. Is a new employee being hired?  Y  N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification?  Y  N

Is this position currently vacant?  Y  N

Is this position in the current year compensation plan?  Y  N

7. Does this item require hiring a Vendors/Contractors:  Y  N

a. Were bids/proposals solicited:  Y  N

b. Type of Solicitation

c. Is the vendor/contractor a sole source:  Y  N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department?  Y  N  N/A

e. Commencement date of contract term:

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information:

i. Is the vendor/contractor an LLC, PLLC or partnership:

j. State of vendor/contractor organization:

k. Is this a renewal agreement:  Y  N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

N/A

Purchasing Office Consulted

N/A

County Administrator's Office  
Consulted  N/A

8. Is a grant being accepted:  YES or  NO

a. Source of grant funding:

b. Agency granting funds:

c. Amount of grant:

d. Purpose grant will be used for:

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

g. Amount of county matching funds:

h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Program information summary
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other County Law 151

10. Remarks:

# NY CLS County § 151

Current through 2022 released Chapters 1-642

*New York Consolidated Laws Service > County Law (Arts. 1 — 25) > Article 4 Board of Supervisors (§§ 150 — 154)*

## **§ 151. Organization of board\***

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1. The members of the board of supervisors shall organize the board and select a chairman on or before the eighth day of January in each year. The board shall annually, by resolution duly adopted during the month of December, fix the date, time and place of the meeting to organize the board. The board may provide by local law that the members of the board shall meet to organize and select a chairman on or before the eighth day of January in each even-numbered year. The clerk of the board of supervisors shall serve upon each member a notice stating the date, time and place of each meeting to organize the board and that a chairman will then be selected. The notice shall be in writing and shall be served by mail addressed to each member at his last known post-office address at least forty-eight hours before the date of the meeting.
2. In the event of the death, inability or failure of the clerk of the board of supervisors to call any such meeting or to serve such notices, the county clerk of the county shall call the meeting to organize the board and select a chairman on or before the fifteenth day of January following. Notice of such meeting shall be served by the county clerk in like manner and time as provided for service of notice by the clerk of the board in subdivision one.
3. At such organization meeting, or at an adjourned meeting not later than February first, the board shall select a chairman and may select a vice-chairman.
4. The term of office of the chairman shall expire at the end of the calendar year in which he is selected, unless the board shall provide by local law for the selection of the chairman in January of each even numbered year, in which event the term of office of the chairman shall be for a term expiring with that of his term of office as supervisor.
5. In the event of a failure of the board of supervisors to select a chairman on or before February first, the county clerk of the county shall appoint a member of the board as chairman, who shall serve until the end of the calendar year in which he is appointed.
6. In the absence of the chairman and the vice chairman, if one has been selected, at any meeting of the board of supervisors, the members present and voting, by majority vote, shall select a member of the board to serve as acting chairman at such meeting. The acting chairman shall have and exercise all the powers and duties of the chairman at the meeting over which he is called to preside.
  - 6-a. In the absence of the chairman, the vice-chairman, if one has been selected:
    - a. shall preside over each duly constituted meeting of the board;
    - b. shall have and exercise all the powers and duties of the chairman at any meeting over which he is called to preside;
    - c. shall have and exercise those additional powers and duties authorized by resolution of the board, provided such resolution shall specify:

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\* Differs from article scheme.

## NY CLS County § 151

- (i) the dates during which the vice-chairman may exercise those powers and duties; and
- (ii) that the powers and duties authorized to the vice-chairman shall not be exercised by the chairman during that designated time period.

7. In case of a vacancy in the office of chairman, the clerk of the board of supervisors shall call a meeting of the members of the board upon like notice as provided in subdivision one, at which a successor shall be selected chairman who shall be a member of the board. The person so selected shall serve as chairman of the board for the unexpired term of the previous chairman. In the event of the failure of the board to select such chairman within thirty days after the vacancy shall have occurred, the county clerk shall appoint a member of the board as chairman, who shall serve until the end of the calendar year in which he is appointed.

## History

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Add, L 1950, ch 691, eff Jan 1, 1951, with substance transferred from § 10; amd, L 1951, ch 679, § 1, eff April 10, 1951; L 1983, ch 809, §§ 1, 2, eff July 30, 1983; L 1984, ch 317, § 1, eff July 3, 1984.

New York Consolidated Laws Service  
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End of Document

12/20/22



## SARATOGA COUNTY BOARD OF SUPERVISORS

### RESOLUTION XX - 2021

Introduced by [Law and Finance]:

#### ESTABLISHING JANUARY 4, 2023 AT 4:00 P.M. AS THE DATE AND TIME FOR THE 2023 ORGANIZATIONAL MEETING OF THE BOARD OF SUPERVISORS

**BE IT RESOLVED**, that for the purpose of organizing the 2023 Saratoga County Board of Supervisors, a meeting be held at the Supervisors' Meeting Room at 40 McMaster Street, Ballston Spa, New York on January 4, 2023 at 4:00 P.M.; and, be it further

**RESOLVED**, that on or before December 23, 2022, the Clerk of this Board of Supervisors shall mail a written notice to each Supervisor and Supervisor-elect at his or her last known post office address, stating the time and place of the above meeting to organize the Board and that a Chairman will then be elected.

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  
Stephanie Hodgson, Director of Budget

**CC:** Jason Kemper, Director of Planning and Economic Development  
Bridget Rider, Deputy Clerk of the Board  
Matt Rose, Management Analyst  
Clare Giammusso, County Attorney's Office  
Audra Hedden, County Administrator's Office

**DEPARTMENT:** County Administrator

**DATE:** 11/3/2022

**COMMITTEE:** Law & Finance

**RE:** Approval of Fire and EMS department funding from Covid Non Profit Grant

1. Is a Resolution Required:

No, Committee Approval Only

2. Proposed Resolution Title:

n/a

3. Specific Details on what the resolution will authorize:

Pursuant to resolution 215-2022, the Saratoga County Board of Supervisors set aside \$100,000 to assist Volunteer Fire and EMS department with recruitment. The list of applications received to date is attached. Each application has applied for \$2272.

This column must be completed prior to submission of the request.

County Attorney's Office  
Consulted



4. Is a Budget Amendment needed:  YES or  NO  
 If yes, budget lines and impact must be provided.  
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office  
 Consulted

Please see attachments for impacted budget lines.  
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other

5. Identify Budget Impact:

**No Budget Impact. Funds are included in the Department Budget**

- a. G/L line impacted A.90.900-8492
- b. Budget year impacted 2022
- c. Details

Total of \$6816 for this month's applications.

6. Are there Amendments to the Compensation Schedule?

YES or  NO (If yes, provide details)

a. Is a new position being created?  Y  N

Effective date

Salary and grade

b. Is a new employee being hired?  Y  N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification?  Y  N

Is this position currently vacant?  Y  N

Is this position in the current year compensation plan?  Y  N

7. Does this item require hiring a Vendors/Contractors:  Y  N

a. Were bids/proposals solicited:  Y  N

b. Type of Solicitation

c. Is the vendor/contractor a sole source:  Y  N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department?  Y  N  N/A

e. Commencement date of contract term:

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information:

i. Is the vendor/contractor an LLC, PLLC or partnership:

j. State of vendor/contractor organization:

k. Is this a renewal agreement:  Y  N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

Purchasing Office Consulted

8. Is a grant being accepted:  YES or  NO

County Administrator's Office Consulted <input type="checkbox"/>
---

- a. Source of grant funding:
- b. Agency granting funds:
- c. Amount of grant:
- d. Purpose grant will be used for:
- e. Equipment and/or services being purchased with the grant:
- f. Time period grant covers:
- g. Amount of county matching funds:
- h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Program information summary
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other \_\_\_\_\_

10. Remarks:

Total of \$6816 for this month's applications. The three organizations that have applied are Gansevoort Volunteer Fire Dept, West Charlton VFD and Ballston Spa Fire Department (\$2722 each).

<b>Saratoga County Fire &amp; EMS Master List</b>			
<b>Name</b>	<b>Application received</b>	<b>Paid</b>	<b>Notes</b>
Arvin Hart Fire	9/6/2022	10/6/2022	
Ballston Lake Fire Department	9/6/2022	10/6/2022	
Ballston Spa Fire Department			Application received -- 12/14 Law & Finance
Burnt Hills Fire Department	9/6/2022	10/6/2022	
Charlton Fire Department	9/6/2022	11/14/2022	
Clifton Park Halfmoon Fire Department			No application received
Corinth			No application received
Edinburg Volunteer Fire	9/8/2022	11/14/2022	
Galway Fire Department	9/6/2022		
Gansevoort Fire District			Application Received - 12/14 L&F for approval
Greenfield Fire District			No application received
Halfmoon-Waterford Fire Department	9/6/2022	10/6/2022	
Harmony Corners Fire Department	9/12/2022	11/14/2022	
Hillcrest Fire	9/6/2022	10/6/2022	
Jonesville Fire Department	9/14/2022	11/7/2022	
Malta Ridge Fire	9/6/2022	10/6/2022	
Mechanicville Fire	10/6/2022	11/14/2022	
Northside (Peck Hose) Fire			No application received
Providence Fire	9/6/2022	10/6/2022	
Quaker Springs Fire	9/12/2022	11/14/2022	
Rexford Fire	9/6/2022	10/6/2022	
Milton (Rock City Falls) Fire	9/6/2022	11/18/2022	
Round Lake Fire	9/9/2022	10/6/2022	
Saratoga Springs Fire	9/8/2022	10/6/2022	
Schuylerville Fire	9/6/2022	10/6/2022	
South Glens Falls Fire	10/18/2022	11/14/2022	
Stillwater Fire			No application received
Victory Mills Fire/David Nevins Fire Co.	9/6/2022	11/14/2022	
Vischers Ferry Fire Department	9/6/2022	10/31/2022	
Waterford Fire	9/6/2022	10/6/2022	

<b>Name</b>	<b>Application received</b>	<b>Paid</b>	<b>Notes</b>
West Charlton Fire	11/20/2022		Application Received - 12/14 L&F for approval
West Crescent Fire Department	10/6/2022	11/7/2022	
Wilton Fire	9/6/2022	11/14/2022	
<b>Ambulance Corps Listing</b>			
Ballston Lake Emergency Squad	9/9/2022	10/6/2022	
Clifton Park Half Moon Ambulance	9/6/2022	10/6/2022	
Community Emergency Corp	9/6/2022	10/6/2022	
Edinburg Emergency Squad	9/6/2022	10/6/2022	
Galway Ambulance Corp	18-Oct	11/7/2022	
Jessups Landing EMS (Corinth)	9/6/2022	10/6/2022	
Malta-Stillwater EMS	9/6/2022	10/6/2022	
Moreau Emergency Squad	9/6/2022	10/6/2022	
Waterford Rescue Squad	9/14/2022	10/6/2022	
Wilton Emergency Squad	9/6/2022	10/6/2022	
<b>Other Applications Received</b>			
Maple Avenue Volunteer Frie Co.	9/6/2022		11/20/2022 voucher received