

AGENDA CONTINUED

JANUARY 7, 2026

RESOLUTIONS:

Finance Committee:

- No. 41 Appointments to Board of Directors of the Hamilton County Soil and Water Conservation District

Emergency Preparedness/Emergency Response Committee:

- No. 42 Authorizing Creation of Medical Records Clerk – Part Time Position
- No. 43 Authorizing Creation of 911 Coordinator Position
- No. 44 Authorizing Creation of Jail Administrator Position

Human Services Committee:

- No. 45 Authorizing the Commissioner of Department of Social Services and the Chairman of the Board of Supervisors to Sign a Contract for Welfare Fraud Investigations
- No. 46 Cooperative Agreement between the County Attorney and the Department of Social Services
- No. 47 Agreement with Hamilton County Department of Social Services and the Hamilton County District Attorney

Public Works Committee:

- No. 48 2026-Authorizing DPW Superintendent to Purchase a Dump Body

Finance Committee:

- No. 49 Approval of Audits in County Highway Funds
- No. 50 Approval of Audits in the County General Fund and Capital Project 2022-1 Big Brook Bridge

Close Public Hearing for Proposed Local Law No. 1 of 2026

Adoption of Local Law No. 1 of 2026

Other Reports

Adjourn

RESOLUTION NO.

**APPOINTMENTS TO BOARD OF DIRECTORS OF THE HAMILTON COUNTY SOIL
AND WATER CONSERVATION DISTRICT**

DATED: JANUARY 7, 2026

BY

WHEREAS, the Supervisors' Representatives to the Board of Directors of the Hamilton County Soil and Water Conservation District terminated December 31, 2025, and

WHEREAS, it is necessary to appoint two (2) Supervisors as representatives to the Board of Directors of the Hamilton County Soil and Water Conservation District, and

WHEREAS, the Hamilton County Board of Supervisors wishes to appoint Betsy Bain and Beth Hunt as Supervisors' Representatives for a term of one-year commencing January 1, 2026 terminating December 31, 2026, be it

RESOLVED, that Betsy Bain and Beth Hunt be appointed as Supervisors' Representatives for a term of one-year commencing January 1, 2026 and terminating December 31, 2026.

Seconded by

RESOLUTION NO.

**AUTHORIZING CREATION OF MEDICAL RECORDS CLERK – PART TIME
POSITION**

DATED: JANUARY 7, 2026

BY

WHEREAS, Hamilton County Sheriff's Office has determined that there is a need for a Part Time Medical Records Clerk, and

WHEREAS, the Personnel Officer has established the necessary job specifications for a Part Time Medical Records Clerk, and that under Civil Service Law §22, the appropriate civil service title for this position is: Medical Records Clerk - PT, therefore, be it

RESOLVED, that the Board of Supervisors approve the Personnel Officer to create the position of Medical Records Clerk-PT and be authorized to appoint Sandra Burch of Long Lake, New York as Medical Records Clerk-PT effective August 18, 2025, and be it further

RESOLVED, that the Treasurer be authorized to create Account No. A3150.0116, Medical Records Clerk-PT in the 2025 Budget and transfer \$5,000 from the Unappropriated General Fund Balance in accordance with Section 366 Subdivision 1 of the County Law to Account A3150.0116 Medical Records Clerk-PT, and be it further

RESOLVED, that the Treasurer be authorized to disburse to Sandra Burch \$5,000.00 from Account No. A3150.0116 Medical Records Clerk-PT for 2025, and be it further

RESOLVED, that the Personnel Officer and Treasurer be so notified.

Seconded by

RESOLUTION NO.

AUTHORIZING CREATION OF 911 COORDINATOR POSITION

DATED: JANUARY 7, 2026

BY

WHEREAS, Hamilton County Sheriff's Office has determined that there is a need for a 911 Coordinator, and

WHEREAS, the Personnel Officer has established the necessary job specifications for a 911 Coordinator, and that under Civil Service Law §22, the appropriate civil service title for this position is: 911 Coordinator, therefore, be it

RESOLVED, that the Board of Supervisors approve the Personnel Officer to create the position of 911 Coordinator and be authorized to appoint Justin W. Loomis of Johnstown, New York as 911 Coordinator effective immediately at an annual salary of \$3,000 from Account No. A3110.0120 911 Coordinator, and be it further

RESOLVED, that the Personnel Officer and Treasurer be so notified.

Seconded by

RESOLUTION NO.

AUTHORIZING CREATION OF JAIL ADMINISTRATOR POSITION

DATED: JANUARY 7, 2026

BY

WHEREAS, Hamilton County Sheriff's Office has determined that there is a need for a Jail Administrator, and

WHEREAS, the Personnel Officer has established the necessary job specifications for a Jail Administrator, and that under Civil Service Law §22, the appropriate civil service title for this position is: Jail Administrator, therefore, be it

RESOLVED, that the Board of Supervisors approve the Personnel Officer to create the position of Jail Administrator and be authorized to appoint Sean P. O'Brien of Speculator, New York as Jail Administrator effective immediately at an annual salary of \$3,000 from Account No. A3150.0115 Jail Administrator, and be it further

RESOLVED, that the Personnel Officer and Treasurer be so notified.

Seconded by

RESOLUTION NO.

**AUTHORIZING THE COMMISSIONER OF DEPARTMENT OF SOCIAL SERVICES
AND THE CHAIRMAN OF THE BOARD OF SUPERVISORS TO SIGN A CONTRACT
FOR WELFARE FRAUD INVESTIGATIONS**

DATED: JANUARY 7, 2026

BY

WHEREAS, the Commissioner of Social Services of the County of Hamilton (hereinafter the “Commissioner”) is charged with the responsibility for the administration of all health and welfare services provided in Hamilton County, at public expense pursuant to the Statewide Managed Care Program, Chapter 165 of the Laws of 1991, directly or through an authorized agent, and

WHEREAS, it is economically and organizationally feasible for the HCDSS to contract with the Provider for the provision of Supportive Investigative Services for the Social Services Programs, and

WHEREAS, the new contract will commence from January 1, 2024 – December 31, 2026 at \$26.00 per hour not to exceed 20 hours on a bi-weekly basis, and

WHEREAS, the HCDSS and Provider are desirous of further specifying their mutual obligations and responsibilities owed under this Agreement, and

WHEREAS, the provider has secured liability insurance as part of the contract and the HCDSS is desirous of the provider to be reimbursed said expense to retain contract, be it

RESOLVED, that the Commissioner of the Department of Social Services and the Chairman of the Hamilton County Board of Supervisors, be and hereby are, authorized to enter into a contract between the Hamilton County Department of Social Services and the Welfare Fraud investigator to provide supportive investigative services for the Social Services Department.

Seconded by

RESOLUTION NO.

**COOPERATIVE AGREEMENT BETWEEN THE COUNTY ATTORNEY AND THE
DEPARTMENT OF SOCIAL SERVICES**

DATED: JANUARY 7, 2026

BY

WHEREAS, it is necessary for the Department of Social Services to enter into a cooperative agreement with the County Attorney in order to justify and obtain funding for such representation, and

WHEREAS, the Office of the County Attorney provides representation to the Department of Social Services through appointment of the Assistant County Attorney, be it

RESOLVED, that the Commissioner of the Hamilton County Department of Social Services, the Hamilton County Attorney and the Hamilton County Chairman of the Board of Supervisors are hereby authorized to execute a Cooperation Agreement for the term of January 1, 2026 through December 31, 2026 between the Department of Social Services and the Hamilton County Attorney upon review of the Hamilton County Attorney.

Seconded by

RESOLUTION NO.

**AGREEMENT WITH HAMILTON COUNTY DEPARTMENT OF SOCIAL SERVICES
AND THE HAMILTON COUNTY DISTRICT ATTORNEY**

DATED: JANUARY 7, 2026

BY

WHEREAS, the Commissioner of the Hamilton County DSS recognizes it is the statutory responsibility of the District Attorney to prosecute crimes committed in Hamilton County, and

WHEREAS, the District Attorney recognizes the Commissioner maintains the responsibility to investigate allegations of Welfare Fraud in all programs within the Department of Social Services and to recover overpayments of assistance that occur as the result of fraudulent activity, and

WHEREAS, the District Attorney recognizes the Commissioner is required by the NYS Office of Temporary and Disability Assistance to make referrals to the District Attorney to prosecute these cases, be it

RESOLVED, the Chairman of the Hamilton County Board of Supervisors, the Commissioner of the Department of Social Services and the District Attorney are hereby authorized to sign an agreement of behalf of the Hamilton County Department of Social Services and the Hamilton County District Attorney to investigate and prosecute cases of fraudulent activity against the Department of Social Services in Hamilton County.

Seconded by

RESOLUTION NO.

2026 - AUTHORIZING DPW SUPERINTENDENT TO PURCHASE A DUMP BODY

DATED: JANUARY 7, 2026

BY

WHEREAS, the DPW Superintendent has met with the Public Works Committee to discuss the department needing to purchase a dump body for a 2015 Mack Granite, and

WHEREAS, the Superintendent received a written quote for a Beau-Roc Dump Body from Viking Cives (USA) under Sourcewell Contract #062222-VCM for a cost of \$28,637.50, and

WHEREAS, the Superintendent and the Public Works recommend moving forward with the purchase of the said equipment, be it

RESOLVED, that the Public Works Superintendent is hereby authorized to issue a purchase order for the said Dump Body from Cives Corporation, dba Viking Cives, (USA) at cost of \$28,637.50 and it will be a charge to Account No. DM5130.201 Road Equipment, and the Clerk of the Board, County Treasurer, and Public Works Superintendent be so notified.

Seconded by

RESOLUTION NO.

APPROVAL OF AUDITS IN COUNTY HIGHWAY FUNDS

DATED: JANUARY 7, 2026

BY

RESOLVED, that the bills in the Machinery Fund amounting to \$94,062.59 and bills in the County Road Fund amounting to \$294,352.71 presented by the County Superintendent of Highways and audited this day by the County Public Works Committee, be, and the same hereby are approved and audited.

Seconded by

RESOLUTION NO.

**APPROVAL OF AUDITS IN THE COUNTY GENERAL FUND AND CAPITAL
PROJECT 2022-1 BIG BROOK BRIDGE**

DATED: JANUARY 7, 2026

BY

RESOLVED, that the bills audited this day in the County General Fund in the amount of \$210,787.61 the following committees:

Public Works (Buildings) Committee.....	\$21,728.05
Public Works (Solid Waste).....	915.18
Finance Committee	21,322.23
Health Committee.....	37,609.96
Human Services Committee.....	17,209.60
Central Government Committee	6,116.88
Emergency Prep./Emergency Response.....	104,328.70
Internal Management Committee	1,557.01

be it further

RESOLVED, that the bills audited this day in the following Capital Project:

Big Brook Bridge..... \$ 2,112.44

are hereby approved.

Seconded by