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JULY 2, 2026

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- No. 18 Authorizing Contract with C&L Enterprises for Computer, Server, Network and Advisory Services

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- No. 20 Public Health Infrastructure Grant – Fringe for Interns

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Adjourn

RESOLUTION NO.

**A RESOLUTION OF THE HAMILTON COUNTY BOARD OF SUPERVISORS
ADOPTING A FUND BALANCE POLICY**

DATED: JULY 2, 2026

BY

WHEREAS, the Hamilton County Board of Supervisors is committed to sound financial management, maintaining strong fiscal health, preserving its bond and credit ratings and ensuring fiscal stability for the taxpayers of Hamilton County, and

WHEREAS, The Office of the New York State Comptroller (OSC) and the Government Finance Officers Association (GFOA) recommends that governments and local legislative bodies adopt and establish formal policies on the level of unassigned fund balance that should be maintained in the general fund so as to guard against cyclical revenue shortfalls and unforeseen emergency expenditures, and

WHEREAS, the Government Accounting Standards Board (GASB) has previously issued Statement No. 54, establishing standards for fund balance reporting and classification for government funds, and

WHEREAS, in furtherance of the above-referenced commitments and recommendations, the Hamilton County Board of Supervisors avers that it is essential to establish standards and guidelines for fund balance reserves to cushion against unanticipated expenditures, emergency events and revenue shortfalls, and

WHEREAS, the Hamilton County Treasurer has developed a comprehensive Fund Balance Policy, attached and appended hereto as "Exhibit A" and which outlines fund classifications including Non-spendable, Restricted, Committed, Assigned and Unassigned, and specifies target minimum reserve levels to ensure the fiscal stability of Hamilton County and accomplish the recommendations of above, now, therefore, be it

RESOLVED, that the Hamilton County Board of Supervisors adopts as follows:

1. Incorporation of Recitals: the above recitals are all incorporated herein and made part of this resolution.
2. Adoption of Policy: the Hamilton County Board of Supervisors hereby formally approves and adopts the Fund Balance Policy as attached and appended as Exhibit A.
3. Compliance and Implementation: the Hamilton County Treasurer is authorized and directed to implement the Policy and present necessary reports to the Board during the course of the fiscal year and the annual budget process to ensure compliance.
4. Repeal of Conflicting Policies: any existing policies or portions of policies that conflict with the provisions of this Resolution and the attached Fund Balance Policy are hereby repealed.
5. Effective Date: this Resolution and the adoption of the Fund Balance Policy shall take effect immediately upon its passage and adoption by the Board.

Seconded by

Exhibit A

Hamilton County Fund Balance Policy

Background

The Office of the New York State Comptroller (OSC) and the Government Finance Officers Association (GFOA) recommends that governments and local legislative bodies adopt and establish formal policies on the level of unassigned fund balance that should be maintained in the general fund so as to guard against cyclical revenue shortfalls and unforeseen emergency expenditures.

To assist in this endeavor, the Governmental Accounting Standards Board (GASB) has issued Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions, which is intended to enhance the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied. These are included at the end of this policy for clarification.

Purpose

To comply with the recommendations of the OSC, the GFOA and the GASB, the County has enacted the following policy in an effort to ensure financial security through the maintenance of a fiscally responsible fund balance that guides the creation, maintenance, and use of resources for financial stabilization purposes.

The County fund balance must be properly established and maintained to promote the goals of creating an open, transparent, and accountable use of public funds. The County's primary objective is to maintain a prudent level of financial resources to protect against reducing service levels or raising taxes and fees due to temporary revenue shortfalls or unpredicted one-time expenditures. The County also seeks to maintain the highest possible credit ratings which are dependent, in part, on the County's maintenance of a healthy fund balance.

Policy Statement

The most current fund balance classifications as promulgated by GASB shall be used in all financial statements filed on behalf of the County.

County finances will be managed so as to maintain balances of the various funds at levels sufficient to mitigate current and future risks, such as revenue shortfalls, unanticipated expenditures, stabilization of tax rates and user fees, protection of the County's creditworthiness, and to provide for adequate cash flow needs.

The County acknowledges it has a fiduciary responsibility to keep adequate reserve funds in order to maintain operations and respond to emergencies where liquid financial resources are required on short-notice. NYS law and specifically NYS General Municipal Law Sections 10 and 11 and County Law Sections 350-381 provides authority for the carryover of reasonable amounts of fund balance from one year to the next. Reasonable amount determinations include factors such as providing adequate cash flow to cover two (2) months of operating expenditures thereby providing the liquidity necessary to accommodate the County's uneven cash flow which is inherent in its periodic tax collection as well as reliance on sales tax, and federal and state program reimbursements.

The County shall strive to maintain an unassigned fund balance of not less than 20% and not more than 50% current General Fund operating expenditures, excluding interfund transfers. Timing of significant cash receipts (i.e., property taxes, sales tax, federal and state program reimbursements) and unpredicted one-time expenditures including, but not limited to, extreme weather events, capital projects, and other unforeseen emergencies are the basis for the County's minimum unassigned fund balance level.

When revenues exceed budgeted appropriations in any given fiscal year, the surplus shall be appropriated first to the unassigned fund balance. Available fund balances in excess of the maximum requirement may be used in subsequent budgets to provide for property tax stability, finance reserve funds, and/or debt reduction, or for any other lawful purpose approved by the County Board of Supervisors. It is the intent of the County to limit the use of fund balances to address unanticipated future obligations. Fund balances shall not normally be applied to recurring annual operating expenditures.

In the event fund balance falls below the minimum requirement, the Budget Officer shall prepare a plan to restore the available fund balance to the minimum requirement in the next budget year or other appropriate period of time.

Review

A review of the fund balance percentage to be committed to the fund balance for the following year will be reviewed after the prior year end balances have been reported to the Board of Supervisors by the Treasurer.

These policies will be reviewed by the Budget Officer, Treasurer and Board of Supervisors at least annually and updated on an as-needed basis.

Order of Use

The County will spend the most restricted dollars before less restricted where such spending is appropriate and the legal restriction does not limit the use of such restricted amount for the particular purpose in question in the following order:

- Non-spendable (if funds become spendable)
- Restricted
- Committed
- Assigned
- Unassigned

Definitions

GASB Statement No. 54 replaces the previous fund balance classifications with the following:

Non-spendable fund balance

This consists of assets that are inherently non-spendable in the current period either because of their form or because they must be maintained intact, including prepaid items, inventories, long-term portions of loans receivable, financial assets held for resale, and principal of endowments.

Restricted fund balance

Consists of amounts that are subject to externally enforceable legal purpose restrictions imposed by creditors, grantors, contributors, or laws and regulations of other governments, or through constitutional provisions or enabling legislation.

Committed fund balance

Consists of amounts that are subject to a purpose constraint imposed by a formal action of the government's highest level of decision-making authority before the end of the fiscal year, and that require the same level of formal action to remove the constraint. The New York State Office of the State Comptroller believes that in most cases, local governments in New York will not have committed fund balance to report.

Assigned fund balance

Consists of amounts that are subject to a purpose constraint that represents an intended use established by the government's highest level of decision-making authority, or by their designated body or official. The purpose of the assignment must be narrower than the purpose of the General Fund, and in funds other than the General Fund, assigned fund balance represents the residual amount of fund balance.

Unassigned fund balance

Represents the residual classification for the government's General Fund, and could report a surplus or deficit. In funds other than the General Fund, the unassigned classification should be used only to report a deficit balance resulting from overspending for specific purposes for which amounts had been restricted, committed, or unassigned.

RESOLUTION NO.

TO AUTHORIZE THE HAMILTON COUNTY CHAIRMAN TO ENTER INTO A MEMORANDUM OF UNDERSTANDING AND SCOPE OF SERVICE AGREEMENT WITH THE LAKE CHAMPLAIN-LAKE GEORGE REGIONAL PLANNING BOARD FOR THE PROCUREMENT OF A MOBILE WIRELESS ENGINEERING STUDY

DATED: JULY 2, 2026

BY

WHEREAS, access to reliable cellular service has evolved from a convenience to a necessity, driven by the growth of telework, telehealth, remote education, mobile commerce, and emergency communications. In the Adirondack region, challenging terrain, complex land ownership, and regulations governing tower height have limited the expansion of region-wide cellular infrastructure, and

WHEREAS, the Adirondack Park currently lacks a coordinated, regionwide strategy to identify service gaps and evaluate deployable technology solutions to address those areas lacking in and/or without reliable cellular coverage. As demonstrated by other large-scale telecommunications initiatives, a regional approach is essential to study which areas of the Adirondacks are in need of service coverage so as to appropriately and effectively guide strategic investments and prevent costly, fragmented coverage gaps, and

WHEREAS, the Lake Champlain-Lake George Regional Planning Board (“LCLGRP”) has developed a regional cellular service project that will support a comprehensive study and assessment of the cellular service needs across the width and breadth of the 12-county Adirondack Park and the engineering of coordinated macro- and micro-cell infrastructure to improve connectivity for residents, visitors, and businesses, and

WHEREAS, in the development of this project the LCLGRP has partnered with those counties within the Adirondack Park, and specifically Hamilton County, to formulate and implement an Adirondack-wide assessment, planning, and engineering initiative to improve mobile wireless connectivity, and

WHEREAS, the LCLGRP has assisted Hamilton County in securing a \$1.5 million federal grant for use in the completion of the cellular coverage engineering study and furtherance of this project, and

WHEREAS, the LCLGRP had previously extended a request for proposals from professional firms specializing in mobile wireless network engineering to conduct said feasibility study for cellular service throughout the Adirondack Park, received bids and has entered into a Service Agreement with Global Technology Associates, LLC (“GTA”) to conduct this study, and

WHEREAS, the LCLGRP and GTA are scheduled to begin this feasibility study for those sections of the Adirondack Park contained within Essex and Warren County in early August, 2026, and both parties are desirous of including the portions of the Adirondack Park contained within Hamilton County during such time period in the interest of economy and timeliness, and

WHEREAS, GTA is ready, willing and able to include the Hamilton County portions of the Adirondack Park to its scope of service for this study, and the LCLGRP is ready, willing and

able to enter into a memorandum of understanding with Hamilton County to extend such service with GTA and include Hamilton County in this study, pending approval of the Hamilton County Board of Supervisors, and

WHEREAS, upon authorization of the Hamilton County Board of Supervisors, the terms of said memorandum of understanding and scope of service would be negotiated between the LCLGRP and the Chairman of the Board of Supervisors and the County Attorney, and

WHEREAS, said memorandum of understand and scope of services would specify that the cost of any services provided by GTA in the performance of this study would be in an amount not to exceed \$500,000.00 and that same would be fully covered by the federal funds (\$1.5 million) procured by and presently being held by the LCLGRP and at no additional or ancillary cost to Hamilton County, be it so

RESOLVED, that the Hamilton County Board of Supervisors hereby approves the authorization of the Chairman of the Board of Supervisors to enter into a memorandum of understanding and scope of services agreement with the LCLGRP and GTA to complete the cellular coverage engineering study though the Hamilton County portion of the Adirondack Park, and be it further

RESOLVED, that a copy of this Resolution shall be provided to the County Chairman, County Attorney, Hamilton County Treasurer, Hamilton County Information Technology Department, and the LCLGRP Chairperson.

Seconded by

RESOLUTION NO.

**AUTHORIZING CONTRACT WITH C&L ENTERPRISES FOR COMPUTER,
SERVER, NETWORK AND ADVISORY SERVICES**

DATED: JULY 2, 2026

BY

WHEREAS, the Hamilton County Information Technology Department has requested to contract with C&L Enterprises for computer, server, network, and advisory services, be it

RESOLVED, that with the approval of the County Attorney, the Chairman of the Board of Supervisors is hereby authorized to enter into a contract with C&L Enterprises for computer, server, network, and advisory services for a term of June 1, 2026 through December 31, 2026, not to exceed \$7,000 and the Information Technology Department be so notified.

Seconded by

RESOLUTION NO.

**AUTHORIZING CHAIRMAN TO EXECUTE AGREEMENT WITH NEW YORK
STATE UNIFIED COURT SYSTEM**

DATED: JULY 2, 2026

BY

WHEREAS, Hamilton County has a 5-year agreement with the Unified Court System for security services to the courts of Hamilton, and

WHEREAS, the contract begins on April 1, 2024 and ends on March 31, 2029, and

WHEREAS, the contract stated in pertinent part, "All subsequent periods of the contract, the maximum compensation and where necessary new staffing schedule for that period are to be established by mutual written agreement of the parties.", and

WHEREAS, the State Unified Court System has provided a proposal wherein the period of the contract begins on April 1, 2026 and ends on March 31, 2027, the maximum compensation for the period is Thirty-two Thousand Five Hundred Dollars (\$32,500.00) and the Hamilton County Sheriff provides an attendant staffing schedule, and

WHEREAS, the Hamilton County Sheriff has provided an Attendant Staffing Schedule to the State Court System,

NOW, THEREFORE, BE IT

RESOLVED, that the Chairman of the Hamilton County Board of Supervisors is authorized to execute an agreement with the New York State Unified Court System to provide Court Attendant Staffing by the Hamilton County Sheriff for the maximum compensation of Thirty-two Thousand Five Hundred Dollars (\$32,500.00) for the period of time beginning on April 1, 2026 and ending on March 31, 2027.

Seconded by

RESOLUTION NO.

PUBLIC HEALTH INFRASTRUCTURE GRANT – FRINGE FOR INTERNS

DATED: JULY 2, 2026

BY

WHEREAS, Resolution No. 199-26 authorized implementation of the Public Health Futures & Infrastructure Scholars Program and created six intern positions within the Hamilton County Public Health Department, and

WHEREAS, Account No. A4189.1105 was created and funded to pay the interns, and

WHEREAS, fringe expenses were included in the Public Health Infrastructure budget, be it

RESOLVED, that the County Treasurer is hereby authorized to create Account No. A4189.8102 – Other PH, Fringe, PH Infrastructure, and be it further

RESOLVED, that the County Treasurer is hereby authorized to transfer \$4,626.00 from Account No. A4189.4106 HRI PH Infrastructure Grant to Account No. A4189.8102.

Seconded by

RESOLUTION NO.

**TO AMEND THE 2026 COUNTY BUDGET AND CONTRACT WITH THE
HAMILTON, FULTON, MONTGOMERY PREVENTION COUNCIL TO REFLECT AN
INCREASE IN NYS OASAS FUNDING**

DATED: JULY 2, 2026

BY

WHEREAS, the County of Hamilton has approved the 2026 contract with the Hamilton, Fulton, Montgomery Prevention Council to provide Prevention Services to the residents of Hamilton County and in the original amount of \$204,729.00, and

WHEREAS, the amount of NYS OASAS funding has now been increased pursuant to the most recent State Aid Letter by \$4,691.00, and

WHEREAS, the current 2026 contract does not reflect this increase (\$4,691.00) in the County's 2026 budget, be it

RESOLVED, that the Hamilton County Board of Supervisors hereby approves amending the County's 2026 contract with Hamilton, Fulton, Montgomery Prevention Council from \$204,729.00 to \$209,420.00, reflecting the increase of \$4,691.00 in funding from NYS OASAS, and be it further

RESOLVED, that the County Treasurer is hereby authorized to increase Account No. A4310.0425 HFM Prevention Council by \$4,691.00 to be totally offset by increasing Revenue Account No. A3484.0100 OASAS Prevention by \$4,691.00.

Seconded by

RESOLUTION NO.

APPOINTMENTS TO COMMUNITY SERVICES BOARD

DATED: JULY 2, 2026

BY

WHEREAS, the Chair of the Community Services Board can recommend to the Hamilton County Board of Supervisors individuals to be appointed to the Community Services Board and its subcommittees, and

WHEREAS, the terms of several members of the Community Services Board have expired and thus require either the appointment and/or re-appointment by the Hamilton County Board of Supervisors, and

WHEREAS, the Chair of the Community Services Board is desirous of recommending certain individuals to the Hamilton County Board of Supervisors for re-appointment to the Community Services Board, and

WHEREAS, the following individuals (Mary Kiewicz, John Simons, Peter Feldstein, Bryan Rudes, Mary Cannan, Jill Pettinger, Deborah Ameden, Daryl Rulison and Roberta Bly) have all expressed interest in becoming and/or members of the Community Services Board and seek appointment to same, and

WHEREAS, the Chair of the Community Services Board recommends all of the above-referenced individuals to the Hamilton County Board of Supervisors for appointment to the Community Services Board, be it

RESOLVED, that upon the recommendation of the Chair of the Community Services Board, the Hamilton County Board of Supervisors appoints Mary Kiewicz of Piseco, John Simons of Piseco, Peter Feldstein of Northville, Bryan Rudes of Piseco, Mary Cannan of Indian Lake, Jill Pettinger of Wells, Deborah Ameden of Indian Lake, Daryl Rulison of Piseco and Roberta Bly of Lake Pleasant to the Community Services Board, effective upon the date of this resolution, and with a term to expire December 31, 2029, and be it further

RESOLVED, that the County Treasurer, Chair of the Community Services Board, Director of Mental Health and Community Services, and County Attorney all be furnished with a copy of this Resolution.

Seconded by

RESOLUTION NO.

APPOINTMENTS TO ASA/MH SUBCOMMITTEE AND IDD SUBCOMMITTEE

DATED: JULY 2, 2026

BY

WHEREAS, the Chair of the Community Services Board can recommend to the Hamilton County Board of Supervisors individuals to be appointed to the Community Services Board and its subcommittees, and

WHEREAS, the terms of several members of the ASA/MH Subcommittee and IDD Subcommittee have expired and thus require either the appointment and/or re-appointment by the Hamilton County Board of Supervisors, and

WHEREAS, the Chair of the Community Services Board is desirous of recommending certain individuals to the Hamilton County Board of Supervisors for re-appointment to the Community Services Board, and

WHEREAS, the following individuals (Bryan Rudes, Deborah Ameden, Peter Feldstein, John Simons and Victoria Moore) have expressed interest in becoming a member of the ASA/MH Subcommittee and the following individuals (Mary Cannan, Mary Kewicz, Daryl Rulison, Jill Pettinger and Margie Rajca) have expressed interest in becoming a member of the IDD Subcommittee and seek appointment to same, and

WHEREAS, the Chair of the Community Services Board recommends all of the above-referenced individuals to the Hamilton County Board of Supervisors for appointment to the respective sub-committees of the Community Services Board identified above, be it

RESOLVED, that upon the recommendation of the Chair of the Community Services Board, the Hamilton County Board of Supervisors appoints Bryan Rudes of Piseco, Deborah Ameden of Indian Lake, Peter Feldstein of Northville, John Simons of Piseco and Victoria Moore of Indian to the ASA/MH Subcommittee, and Mary Cannan of Indian Lake, Mary Kiewicz of Lake Pleasant, Daryl Rulison of Piseco, Jill Pettinger of Wells and Margie Rajca to the IDD Subcommittee, effective upon the date of this resolution, and with a term to expire December 31, 2029, and be it further

RESOLVED, that the County Treasurer, Chair of the Community Services Board, Director of Mental Health and Community Services, and County Attorney all be furnished with a copy of this Resolution.

Seconded by

RESOLUTION NO.

AUTHORIZING EXTENSION OF PART TIME HISTORIAN ASSISTANT POSITION

DATED: JULY 2, 2026

BY

WHEREAS, Resolution No. 273-25 dated August 7, 2025 authorized the creation of and appointment of a Part Time Historian Assistant with a term of August 7, 2025 through July 31, 2026 to assist with the planning of the 250th Celebration, and

WHEREAS, the County Historian has been awarded the State Education Department 250th Commemoration Commission Grant which includes \$8,820 for a Part Time Historian Assistant to help with the planning of the Hamilton County 250th Summer of Celebration, therefore, be it

RESOLVED, that the appointment of Lori Mead as Part Time Historian Assistant be hereby extended to December 31, 2026, contingent upon the availability of funding from the State Education Department 250th Commemoration Commission Grant, and be it further

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

Seconded by

RESOLUTION NO.

APPROVAL OF AUDITS IN COUNTY HIGHWAY FUNDS

DATED: JULY 2, 2026

BY

RESOLVED, that the bills in the Machinery Fund amounting to \$129,102.37 and bills in the County Road Fund amounting to \$72,005.63 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

DATED: JULY 2, 2026

BY

RESOLVED, that the bills audited this day in the County General Fund in the amount of \$355,412.98 the following committees:

Public Works (Buildings) Committee.....	\$53,584.26
Public Works (Solid Waste).....	34,931.82
Finance Committee	75,216.70
Health Committee.....	31,405.06
Human Services Committee.....	81,288.55
Central Government Committee	38,729.65
Emergency Prep./Emergency Response.....	38,457.54
Internal Management Committee	1,799.40

are hereby approved.

Seconded by