



# Public Safety Committee

Wednesday, October 2, 2024 3:00PM  
40 McMaster Street, Ballston Spa, NY

**Chair:** John Lant

**Members:** C. Eric Butler VC, Jesse Fish, Ian Murray, Scott Ostrander,  
Mo Wright, Cynthia Young

## Agenda

- I. Welcome and Attendance
- II. Approval of the minutes of the September 4, 2024 meeting
- III. Authorizing an agreement with Public Safety Psychology, PLLC for psychological evaluations for Public Safety Employees – Michael Zurlo, Sheriff
- IV. Authorizing a transfer of funds from the Animal Shelter Trust Fund and amending the 2024 County budget in relation thereto – Kelly Devall, Animal Shelter
- V. Accepting a 2024 – 2025 District Attorney Salary Aid Program Grant from the New York State Division of Criminal Justice Services – Karen Heggen, District Attorney
- VI. Other Business
- VII. Adjournment



# SARATOGA COUNTY AGENDA ITEM REQUEST

**TO:** Steve Bulger, County Administrator  
Ridge Harris, Deputy County Administrator  
George Conway, County Attorney  
Therese Connolly, Clerk of the Board  
Stephanie Hodgson, Director of Budget

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

**DEPARTMENT:** Sheriff's Office

**DATE:** 09/16/2024

**COMMITTEE:** Public Safety

1. Is a Resolution Required:

Yes, Contract Approval

2. Proposed Resolution Title:

AUTHORIZING AN AGREEMENT WITH PUBLIC SAFETY  
PSYCHOLOGY, PLLC TO PROVIDE EVALUATIONS OF  
PUBLIC SAFETY EMPLOYEES

3. Specific Details on what the resolution will authorize:

Will authorize the Chairman of the Board to enter into a contract with Public Safety Psychology, PLLC of Albany NY, to provide necessary psychological services for the Sheriff's Office. These services include pre-employment psychological evaluations for new hire candidates and fitness for duty evaluations for existing employees.

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

County Attorney's Office  
Consulted Yes

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 No

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
----------------	--------------	--------

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

No Budget Impact. Funds are included in the Department Budget

- G/L line impacted A30.0000-8517
- Budget year impacted 2024, 2025
- 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 the awarding of a contract:  Y  N

a. Type of Solicitation Professional Service

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department?  Y  N  N/A

d. Vendor information (including contact name):

PUBLIC SAFETY PSYCHOLOGY, PLLC  
18 CORPORATE WOODS BLVD, SUITE 120, ALBANY NY 12211  
DAVID J. KELLEY, Ph.D ABPP 518-432-4678

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

f. State of vendor/contractor organization: New York

g. Commencement date of contract term: 11/01/2024

h. Termination of contract date: 10/31/2025

i. Contract renewal date and term:

k. Is this a renewal agreement:  Y  N

l. Vendor/Contractor comment/remarks:

We are currently using this vendor to perform necessary psychological services for the Sheriff's Office.

Human Resources Consulted

No

Purchasing Office Consulted

No

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
- Information summary memo
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other \_\_\_\_\_

10. Remarks:

These services are required to be completed with public safety applicants per the professional policing act. The price for this contract period will be the same as the current contract; \$325.00 for pre-employment evaluations, \$250.00 for fitness for duty evaluations. The cost will not exceed \$43,302.00. We would like to have the option to renew this agreement for one year at the end of the contract term.



# BOARD OF SUPERVISORS

~~10/17/2023~~

## ~~RESOLUTION 270-2023~~

Introduced by Public Safety: Supervisors Lant, Butler, Grasso, Hammond,  
Raymond, Tollisen and K. Veitch, MURRAY, OSTRANDER, WRIGHT, YOUNG

### AUTHORIZING AN AGREEMENT WITH PUBLIC SAFETY PSYCHOLOGY, PLLC TO PROVIDE EVALUATIONS OF PUBLIC SAFETY EMPLOYEES

**WHEREAS**, potential public safety employees in the Sheriff's Office require psychological evaluations, and an individual interview with a New York State licensed psychologist trained in police and public safety evaluations to determine suitability for employment; and

**WHEREAS**, current employees may require a fitness for duty evaluation; and

**WHEREAS**, Public Safety Psychology, PLLC has provided a proposal for these professional services commencing November 1, 2023 through October 31, 2024, to include a pre-employment evaluation for potential public safety employees at a cost of \$325 per evaluation; a \$50 test scoring charge for any potential public safety employee that completes the questionnaires, and fails to attend the interview; and a fitness for duty evaluation of current employees at a cost of \$250 per evaluation; for an amount not to exceed \$54,750; and WITH THE OPTION FOR A ONE-YEAR RENEWAL AT THE END OF THE CONTRACT. AND

**WHEREAS**, our Public Safety Committee, and the Sheriff have recommended that the proposal of Public Safety Psychology, PLLC for these professional services commencing November 1, 2023 through October 31, 2024, to include a pre-employment evaluation of potential public safety employees at a cost of \$325 per evaluation; a \$50 test scoring charge for any potential public safety employee that completes the questionnaires, and fails to attend the interview; and a fitness for duty evaluation of current employees at a cost of \$250 per evaluation; for an amount not to exceed \$54,750; now, therefore be it WITH THE OPTION FOR A ONE YEAR RENEWAL AT THE END OF THE CONTRACT, THEREFORE BE IT

**RESOLVED**, that the Chair of the Board is authorized to execute an agreement with Public Safety Psychology, PLLC of Albany, New York for professional services commencing November 1, 2023 through October 31, 2024, to include a pre-employment evaluation of potential public safety employees at a cost of \$325 per evaluation; a \$50 test scoring charge for any potential public safety employee that completes the questionnaires, and fails to attend the interview; and a fitness for duty evaluation of current employees at a cost of \$250 per evaluation; for an amount not to exceed \$54,750; and it is further WITH THE OPTION FOR A ONE YEAR RENEWAL AT THE END OF THE CONTRACT, AND IT IS FURTHER  
**RESOLVED**, that the form and content of any documents 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. Funds are included in the Department Budget.

October 17, 2023 Regular Meeting

Motion to Adopt: Supervisor ~~Lant~~

Second: Supervisor ~~Schopf~~

~~AYES (208,784): Eric Connolly (11831), Joseph Grasso (4328), Philip C. Barrett (19014.5), Jonathon Schopf (19014.5), Eric Butler (6500), Diana Edwards (819), Jean Raymond (1333), Michael Smith (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Kevin Tollisen (25662), Mark Hammond (17130), Scott Ostrander (18800), Theodore Kusnierz (16202), Ian Murray (5808), Matthew E. Veitch (14245.5), Edward D. Kinowski (9022), John Lawler (8208), John Lant (17361)~~

~~NOES (0):~~

~~ABSENT (26,726): Thomas Richardson (5163), Willard H. Peck (5242), Sandra Winney (2075), Tara N. Gaston (14245.5)~~

THIS AGREEMENT, made this 15<sup>th</sup> day of November, 2023, BY AND BETWEEN,

**COUNTY OF SARATOGA**, a municipal corporation duly organized under the laws of the State of New York with offices at 40 McMaster Street, Ballston Spa, New York 12020, (COUNTY),

- and -

**Public Safety Psychology, PLLC**, with a place of business at 18 Corporate Woods Boulevard, Suite 120, Albany, New York 12211, (CONTRACTOR);

WHEREAS, Saratoga County is in need of psychological evaluations of applicants for public safety positions with the Saratoga County Sheriff's Office; and

WHEREAS, pursuant to Resolution 270-2023 of the Saratoga County Board of Supervisors the COUNTY wishes to engage the services of CONTRACTOR, subject to the mutual conditions and covenants contained herein;

NOW, THEREFORE, the parties agree that:

1. The CONTRACTOR will provide evaluations consisting of 1. A battery of psychological tests (Psychological History Questionnaire, Personality Assessment Inventory, California Psychological Inventory, State-Trait Anger Expression Inventory II, and the Supplemental History Questionnaire); and 2. An individual interview with a New York State licensed psychologist trained in police and public safety evaluations, in accordance with County Specification, for a time frame of November 1, 2023 through October 31, 2024, which are hereby incorporated herein and made a part hereof.
2. The COUNTY will pay the CONTRACTOR in accordance with the rates set forth in its proposal, with the fee of \$325 per completed evaluation, and a \$50 test scoring charge for any applicant that completes the questionnaire but does not attend the interview, and a \$250 per hour fee for a fitness for duty evaluation, with a total not to exceed the sum of \$54,750, upon submission of a properly documented voucher.
3. The CONTRACTOR shall comply with all applicable laws, ordinances and regulations, including non-discrimination and labor laws. The CONTRACTOR and the COUNTY agree that for the duration of this Agreement, they will not discriminate against any employee, applicant for employment, or person requesting services because of race, creed, color, national origin, disability, age, sex, marital status, sexual preference, or source of payment.
4. The CONTRACTOR shall not employ any COUNTY official or employee in connection herewith and shall adhere to the COUNTY's Code of Ethics.



5. The CONTRACTOR shall not assign or transfer any interest herein without prior written COUNTY approval.

6. a) CONTRACTOR shall, at all times, indemnify and save harmless the COUNTY from and against any and all claims and demands whatsoever, including costs, litigation expenses, counsel fees and liabilities in connection therewith arising out of injury to or death of any person whomsoever or damage to any property of any kind by whomsoever, caused in whole or in part, directly or indirectly, by the acts or omissions of the CONTRACTOR, any person, employed by the CONTRACTOR, its contractors, subcontractors, materialmen, or any person directly or indirectly employed by them or any of them, while engaged in the work hereunder. This clause shall not be construed to limit, or otherwise impair, other rights or obligations of indemnity which exist in law, or in equity, for the benefit of the COUNTY.

b) CONTRACTOR shall provide the COUNTY with proof of general liability insurance issued by a company authorized by license to do business in the State of New York. The policy's minimum coverages shall be \$1,000,000/single injury and \$1,000,000/property damage and shall be subject to the approval of the County Attorney. The CONTRACTOR may utilize umbrella/excess coverage to achieve the limits required hereunder. The certificate holder must be listed as the COUNTY OF SARATOGA, 40 McMaster Street, Ballston Spa, New York 12020. This insurance certificate must also name the COUNTY OF SARATOGA as additional insured and the CONTRACTOR shall provide the COUNTY with proof of such insurance in the form of an Additional Insured Endorsement Rider or other proof acceptable to County.

In the event any policy furnished or carried pursuant to this agreement is scheduled to expire on a date prior to the expiration of the term of this agreement, CONTRACTOR shall deliver to the COUNTY a certificate or certificates of insurance evidencing the renewal of such policy or policies not less than 15 days prior to such expiration date, and the CONTRACTOR shall promptly pay or cause to be paid all premiums due thereon.

In the event CONTRACTOR receives notice of cancellation of said insurance, CONTRACTOR shall immediately provide the COUNTY with written notice of such cancellation by no later than the next business day of the COUNTY. Such written notice must be either personally delivered to the Saratoga County Attorney's Office at 40 McMaster Street, Ballston Spa, New York during normal business hours. CONTRACTOR shall provide the COUNTY with proof of replacement general liability insurance coverage satisfying the requirements set forth herein within two (2) COUNTY business days of the CONTRACTOR'S receipt of said notice of cancellation of CONTRACTOR'S insurance.

Any failure by the CONTRACTOR to comply with the insurance requirements of this agreement in a timely manner shall constitute a breach of this agreement, and the COUNTY may, at its option, terminate this agreement upon written notice to the CONTRACTOR.

The above insurance is not, and shall not be construed as, a limitation upon CONTRACTOR'S obligation to indemnify the COUNTY.

This Agreement shall be void and of no effect unless throughout the term of this Agreement CONTRACTOR, in compliance with the provisions of the Workers' Compensation Law, shall secure compensation for the benefit of and keep insured during the life of this Agreement such employees as are required to be insured according to law. Proof of such Workers' Compensation Insurance coverage shall be provided to County.

7. This agreement may be terminated by either party upon sixty (60) days' written notice to the other party at the party's address stated herein.

8. NOTICES: Any notice, demand, request, consent, approval, or other communication given under or with respect to this Agreement shall be in writing and shall be personally served or sent by First Class United States mail, postage pre-paid, addressed to the other party or entity as follows:

To the COUNTY: Saratoga County Administrator  
40 McMaster Street  
Ballston Spa, NY 12020

With copy to: Saratoga County Attorney  
40 McMaster Street  
Ballston Spa, NY 12020

To the CONTRACTOR: Public Safety Psychology, PLLC  
18 Corporate Woods Blvd, Ste 120  
Albany, NY 12211

-SIGNATURE PAGE TO FOLLOW-

IN WITNESS WHEREOF, the parties have hereunto signed this agreement on the day and year appearing opposite their respective signatures.

APPROVED AS TO  
FORM AND CONTENT:

By: mubdranger  
County Attorney

**COUNTY OF SARATOGA**

By: Theodore T. Kusnierz, Jr.  
Theodore T. Kusnierz, Jr., Chair  
Board of Supervisors  
Pursuant to Resolution: 270-2023

Date: 11-1-23

Date 10-30-23

**Public Safety Psychology, PLLC**

By: David J. Kelly PhD  
Print Name: David J. Kelly PhD  
Federal I.D. # 92-2633950



# SARATOGA COUNTY AGENDA ITEM REQUEST

**TO:** Steve Bulger, County Administrator  
Ridge Harris, Deputy County Administrator  
George Conway, County Attorney  
Therese Connolly, Clerk of the Board  
Stephanie Hodgson, Director of Budget

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

**DEPARTMENT:** Animal Shelter

**DATE:** 08302024

**COMMITTEE:** Public Safety

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

Authorizing Transfer of Funds from the Animal Shelter Trust Fund and Amending Budget

3. Specific Details on what the resolution will authorize:

Authorizing Transfer of Funds from the Animal Shelter Trust Fund and Amending the Budget in relation thereto for the installation of an additional parking lot, purchase of a new anesthesia machine, surgery table, and kat portals for the stainless steel cat cages. The portals are required for compliance with the 2025 Shelter Standards Act.

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

County Attorney's Office  
Consulted Yes

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 No

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

Revenue

Account Number	Account Name	Amount
A.35.1554	Donations	\$25,600.00

Expense

Account Number	Account Name	Amount
A.35.000.7094	building com realty	\$14,000.00
A.35.000.8243	med equip over \$750	\$9,000.00
A.35.000.8299	misc equip	\$2600.00

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

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

- a. G/L line impacted
- b. Budget year impacted 2024
- 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 the awarding of a contract:  Y  N

a. Type of Solicitation

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department?  Y  N  N/A

d. Vendor information (including contact name):

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

f. State of vendor/contractor organization:

g. Commencement date of contract term:

h. Termination of contract date:

i. Contract renewal date and term: N/A

k. Is this a renewal agreement:  Y  N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

Purchasing Office Consulted

N/A

County Administrator's Office  
Consulted No

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
- Information summary memo
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other \_\_\_\_\_

10. Remarks:

Resolution 145-07 established the Animal Shelter Trust Fund to receive funds from donors as gifts for the benefit and sue of the Saratoga County Animal Shelter.

Resolution 254-2017 authorizes annual disbursements from the Animal Shelter Trust Fund commencing wit the County of Saratoga's 2019 fiscal year, of up to 80% of the donations received by the Fund in the prior fiscal year.

Summary of project cost, documentation attached

Customer Quote Copy		
Quote Number	Quote Date	Customer Number
281855	08/29/2024	59195
Sales Rep		
Hladik, Scott 5186031314 shladik@mwianimalhealth.com		

**Quote For:**

SARATOGA COUNTY ANIMAL SHELTER  
SARATOGA COUNTY ANIMAL SHELTER  
KRISTIN ST DENIS DVM  
6010 COUNTY FARM RD  
BALLSTON SPA, NY 12020-2251

- \* **This quote is good from 08/29/2024 to 09/28/2024.**
- \* **Subject to manufacturer price increases.**
- \* **Additional accessories or parts may be required.**

MWI Equipment Phone: (800) 824-3703  
MWI Equipment Online: <https://equipment.mwiah.com/>  
Prepared By: Hladik, Scott

Item	Description	Manufacturer	Qty	Price	Total
187928	Surgery: Hydraulic Column, V-Top , 60", Heated Top	VSSI	1	\$4,552.33	\$4,552.33

<b>Quote Total:</b>	<b>\$4,552.33</b>
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This quote does not include sales tax or freight charges on drop ship items.



# Equipment Proposal



**MWI® Animal Health**  
AmerisourceBergen

<https://equipment.mwiah.com>

Account number: 59195

Date: 8/6/24

Account name: Saratoga County Animal Shelter

Territory Manager: Scott Hladik

Email: [shladik@mwiah.com](mailto:shladik@mwiah.com)

Inside Rep: Tammy Doherty

Email: [tdoherty@mwiah.com](mailto:tdoherty@mwiah.com)

*Portals + template*

Item name	MWI Item #	Manufacturer	Mfr. Item #	List Price	Your Price	Qty	Total
Kat Portal with Spacer, 8"	120879	Midmark	902.0000.30	\$ 128.63	\$ 114.33	20	\$ 2,286.60
<i>The Kat Portal transforms any two Shor-Line cages into an expansive home for felines. The larger space allows the cat to roam as they please, and the portal closes off when you need to clean or use the extra space. As found by research conducted by the University of California, Davis, the Kat Portal decreases feline housing stress. This in turn decreases the risk of disease and increases cat adoptability in shelters. The Kat Portal creates an 8"-diameter opening with a 9.5" lip that creates a stylish, finished edge. PVC spacer included in the kit protects the cage integrity to maintain cage strength. The paw print on the ABS latch closes down to secure the opening with a latch pin. This gives you added flexibility when you need the unit to operate as two individual cages.</i>							
Kat Portal Template	121427	Midmark	300.2229.00	\$ 151.38	\$ 134.56	1	\$ 134.56
<i>The template sits neatly and securely against your cage so that you can accurately position the holes for your Kat Portal. Made from durable cast aluminum to combine a lighter weight with long-lasting template.</i>							
							\$ 2,421.16

This quote does not include sales tax or drop ship freight fees

Quote valid for 30 days, subject to manufacturer price increases.

Additional accessories or parts maybe required. This is a non-binding quote.

**Capital Microscope Services, Inc.**

info@capitalmicro.com  
www.capitalmicro.com

# Estimate

**ADDRESS**

Saratoga County Animal  
Shelter  
Attn: Accounts Payable  
6010 County Farm Road  
Ballston Spa, NY 12020

**SHIP TO**

Saratoga County Animal  
Shelter  
Attn: Kelly DeVall  
Shelter Deputy Director  
6010 County Farm Road  
Ballston Spa, NY 12020

**ESTIMATE #** 8152024A

**DATE** 08/15/2024

ACTIVITY	QTY	RATE	AMOUNT
<b>M1200</b> Supera Anesthesia "A" Frame Floor Stand Rebreathing Anesthesia Machine with safety pop-off valve.	1	2,683.494	2,683.49
<del>Service:021</del> Installation & Set Up	1	0.00	0.00
<b>Vaporizer</b> Ohio Style Re-certified Isoflurane Funnel Fill Cage Mount Vaporizer	1	995.00	995.00
<b>1424</b> O2 Hose, 1/4" ID Green. Price Per Foot.	9	2.50	22.50
<b>YO-124</b> DISS Y-Block, HT Nut Female Inlet x DISS Male Outlets, O2	1	55.00	55.00
<b>OHF-24-17</b> Quick Connect Ohmeda Female Coupler, 1/4" HB, O2	1	55.00	55.00
<b>V716601</b> PLATE CEILING O2 1/EA	1	76.74	76.74
<del>Service: Labor</del> per hour	0	185.00	0.00

Please note shipping is included in this price.

**TOTAL**

**\$3,887.73**

Accepted By

Accepted Date

*Includes installation*



**SARATOGA COUNTY BOARD OF SUPERVISORS**

**RESOLUTION ~~130-2023~~**

**Introduced by Public Safety: Supervisors Lant, Butler, ~~Grasso, Hammond, Raymond, Tollisen, and K. Veitch~~** Fish, Murray, Ostrander, Wright, and Young

**AUTHORIZING TRANSFER OF FUNDS FROM THE ANIMAL SHELTER TRUST FUND, AND AMENDING THE ~~2023~~ COUNTY BUDGET IN RELATION THERETO  
2024**

WHEREAS, Resolution 145-07 of this Board established the Animal Shelter Trust Fund to receive funds received from donors as gifts for the benefit and use of the Saratoga County Animal Shelter; and

WHEREAS, Resolution 254-2017 authorized annual disbursements from the Animal Shelter Trust Fund, commencing with the County's 2019 fiscal year, of up to 80% of the donations received by the Fund in the prior fiscal year; and

WHEREAS, our Public Safety Committee and the Director of the Animal Shelter have recommended that ~~\$49,557~~ in Animal Shelter Trust Fund donations be transferred to the Animal Shelter to pay ~~for vinyl fencing, kennel covers,~~ and surgical lights; now, therefore, be it  
New parkinglot with , dry well and additional sidewalk, new anesthesia machine with vaporizer and a new surgery table

**\$25,600.00 RESOLVED**, that the Saratoga County Treasurer is hereby authorized to disburse the sum of ~~\$49,557~~ from the Animal Shelter Trust Fund to pay for costs related to ~~vinyl fencing, kennel covers, and surgical lights;~~ and, it is further

arking lot, dry well, sidewalk, anesthesia machine with vaporizer and new surgery table

**RESOLVED**, that the ~~2023~~ Saratoga County Budget is amended as follows:  
2024

UNDER ANIMAL SHELTER:

Increase Revenues:

A.35-1554 Donations ~~\$49,557~~ \$25,600.00

Increase Appropriations:

A.35.000-7094 Building Components \$14,000 ~~\$49,557~~  
A.35.000.7053 med equip over \$750 \$9000.00 A.35.000.8299 misc equip \$ 2600.00

BUDGET IMPACT STATEMENT: Authorizing transfer of funds from the Animal Shelter trust fund and amending the budget to accept these funds and authorize the related expenses

~~May 16, 2023 Regular Meeting~~

~~Motion to Adopt: Supervisor(s)~~

~~Second: Supervisor(s)~~

AYES:

NOES:

ABSENT:



# SARATOGA COUNTY AGENDA ITEM REQUEST

**TO:** Steve Bulger, County Administrator  
Ridge Harris, Deputy County Administrator  
George Conway, County Attorney  
Therese Connolly, Clerk of the Board  
Stephanie Hodgson, Director of Budget

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

**DEPARTMENT:** District Attorney

**DATE:** 9/25/24

**COMMITTEE:** Public Safety

1. Is a Resolution Required:

Yes, Grant Acceptance

2. Proposed Resolution Title:

Authorizing the Chairman to enter into an Agreement with the New York State Division of Criminal Justice Services to Accept a 2024-2025 District Attorney Salary Aid Program Grant.

3. Specific Details on what the resolution will authorize:

Resolution accepting the 2024-2025 District Attorney Salary Aid Program Grant from the Division of Criminal Justice Services.

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

County Attorney's Office  
Consulted Yes

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 Yes

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
----------------	--------------	--------

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

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

- a. G/L line impacted **A.25.3030 District Attorney Salary**
- b. Budget year impacted **2024**
- 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 the awarding of a contract:  Y  N

a. Type of Solicitation

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department?  Y  N  N/A

d. Vendor information (including contact name):

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

f. State of vendor/contractor organization:

g. Commencement date of contract term:

h. Termination of contract date:

i. Contract renewal date and term:

k. Is this a renewal agreement:  Y  N

l. Vendor/Contractor comment/remarks:

Purchasing Office Consulted  
N/A

8. Is a grant being accepted:  YES or  NO

County Administrator's Office  
Consulted Yes

a. Source of grant funding:

State

b. Agency granting funds:

Division of Criminal Justice Services

c. Amount of grant:

\$72,189

d. Purpose grant will be used for:

To offset salary costs that Saratoga County has and will incur for the period of April 1, 2024 - March 31, 2025.

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

None

f. Time period grant covers:

April 1, 2024 - March 31, 2025

g. Amount of county matching funds:

None

h. Administrative fee to County:

None

9. Supporting Documentation:

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

10. Remarks:



# BOARD OF SUPERVISORS

12/19/2023

## RESOLUTION 336 - 2023

~~Introduced by Public Safety: Supervisors Lant, Butler, Grasso, Hammond,  
Raymond, Tollisen and K. Veitch~~

### AUTHORIZING AN AGREEMENT WITH THE NEW YORK STATE DIVISION OF CRIMINAL JUSTICE SERVICES TO ACCEPT A ~~2023-2024~~ <sup>2024-2025</sup> ~~2025-2024~~ DISTRICT ATTORNEY SALARY AID PROGRAM GRANT

WHEREAS, a grant in the amount of \$72,189 is available from the New York State Division of Criminal Justice Services for the purpose of offsetting salary costs for the District Attorney; and

WHEREAS, the acceptance of this ~~2023-2024~~ <sup>2024-2025</sup> District Attorney Salary Aid Program Grant requires Board approval; now, therefore, be it

RESOLVED, that the Chair of the Board and/or the District Attorney is hereby authorized to execute all documents with the New York State Division of Criminal Justice Services necessary to apply for and accept a ~~2023-2024~~ <sup>2024-2025</sup> District Attorney Salary Aid Program grant in the amount of \$72,189 for the grant period April 1, ~~2023~~ <sup>2024</sup> through March 31, ~~2024~~ <sup>2025</sup>; and it is further

RESOLVED, that the form and content of such documents are 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. Funds are included in the Department Budget.

~~December 19, 2023 Regular Meeting~~

~~Motion to Adopt: Supervisor Schopf~~

~~Second: Supervisor Hammond~~

~~AYES (216082): Eric Connolly (11831), Joseph Grasso (4328), Philip C. Barrett (19014.5), Jonathon Schopf (19014.5), Eric Butler (6500), Diana Edwards (819), Jean Raymond (1333), Michael Smith (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Kevin Tollisen (25662), Mark Hammond (17130), Scott Ostrander (18800), Theodore Kusnierz (16202), Sandra Winney (2075), Ian Murray (5808), Tara N. Gaston (14245.5), Matthew E. Veitch (14245.5), John Lawler (8208), John Lant (17361)~~

~~NOES (0):~~





## Grant Award Notice

<b><u>Program Award:</u></b>  2024-2025 District Attorney Salary Aid	<b><u>Date:</u> August 22, 2024</b>
<b><u>Budget:</u></b>  SFY 2024-2025	<b><u>Award Amount:</u></b>  Please refer to the attached list
<b><u>Term Dates:</u></b>  April 1, 2024 – March 31,2025	
<p>The Division of Criminal Justice Services (DCJS) is pleased to advise you that your county will receive funding under the District Attorney Salary Aid Program for State Fiscal Year (SFY) 2024-2025.</p> <p><b>Additional Information:</b> Your 2024-25 program award is consistent with the appropriation amounts enacted for this purpose in the state budget. This funding assistance is provided to help offset salary costs that your county has and will incur for the period of April 1, 2024 – March 31, 2025. DCJS Office of Financial Services will initiate payments directly to your county in the coming weeks.</p>	
<p style="text-align: center;">If you have any questions regarding payment, please contact: <a href="mailto:dcjsGrantsUnitVoucherInquiry@dcjs.ny.gov">dcjsGrantsUnitVoucherInquiry@dcjs.ny.gov</a></p> <p style="text-align: center;">If you have any questions regarding allowable expenses, please contact: <a href="mailto:DCJSFunding@dcjs.ny.gov">DCJSFunding@dcjs.ny.gov</a></p> <p>Attachment (1)</p>	



# Division of Criminal Justice Services

**KATHY HOCHUL**  
Governor  
**ROSSANA ROSADO**  
Commissioner  
**CILLIAN FLAVIN**  
Deputy Commissioner

<u>County</u>	<u>Award</u>	<u>County</u>	<u>Award</u>
1 ALBANY	\$78,514	32 NIAGARA	\$72,189
2 ALLEGANY	\$72,189	33 ONEIDA	\$72,189
3 BRONX	\$7,974	34 ONONDAGA	\$75,685
4 BROOME	\$72,189	35 ONTARIO	\$72,189
5 CATTARAUGUS	\$72,189	36 ORANGE	\$75,551
6 CAYUGA	\$73,937	37 ORLEANS	\$72,189
7 CHAUTAUQUA	\$72,189	38 OSWEGO	\$72,189
8 CHEMUNG	\$72,189	39 OTSEGO	\$72,189
9 CHENANGO	\$72,189	40 PUTNAM	\$77,934
10 CLINTON	\$73,612	41 QUEENS	\$7,974
11 COLUMBIA	\$72,189	42 RENSSELAER	\$72,189
12 CORTLAND	\$72,189	43 RICHMOND	\$7,974
13 DELAWARE	\$72,189	44 ROCKLAND	\$75,551
14 DUTCHESS	\$76,522	45 SAINT LAWRENCE	\$72,189
15 ERIE	\$77,682	46 SARATOGA	\$72,189
16 ESSEX	\$72,189	47 SCHENECTADY	\$72,189
17 FRANKLIN	\$72,189	48 SCHOHARIE	\$72,189
18 FULTON	\$72,189	49 SCHUYLER	\$72,189
19 GENESEE	\$72,189	50 SENECA	\$72,189
20 GREENE	\$72,189	51 STEUBEN	\$72,189
21 HAMILTON	\$0	52 SUFFOLK	\$79,981
22 HERKIMER	\$72,189	53 SULLIVAN	\$76,176
23 JEFFERSON	\$72,189	54 TIOGA	\$72,189
24 KINGS	\$7,974	55 TOMPKINS	\$73,471
25 LEWIS	\$72,189	56 ULSTER	\$79,181
26 LIVINGSTON	\$72,189	57 WARREN	\$72,189
27 MADISON	\$72,189	58 WASHINGTON	\$72,189
28 MANHATTAN	\$7,974	59 WAYNE	\$72,189
29 MONROE	\$78,203	60 WESTCHESTER	\$79,981
30 MONTGOMERY	\$72,189	61 WYOMING	\$72,189
31 NASSAU	\$76,793	62 YATES	\$72,189