

County of Jefferson
Office of the County Administrator



Historic Courthouse
195 Arsenal Street, 2nd Floor
Watertown, NY 13601-2567
Phone: (315) 785-3075 Fax: (315) 785-5070

July 21, 2016

TO: Members of Finance & Rules Committee
FROM: Robert F. Hagemann, III, County Administrator 
SUBJECT: Finance & Rules Committee Agenda

Please let this correspondence serve as notification that the Finance & Rules Committee will meet on *Tuesday, July 26, 2016 immediately following the conclusion of the Health & Human Services Committee meeting* in the Board of Legislators' Chambers.

Following is a list of agenda items for the meeting:

Presentation:

Drescher & Malecki, LLP regarding 2015 Audit

Finance & Rules Committee Sponsored Resolutions:

1. Payment of Legislators' Expenses
2. Setting and Reporting Standard Work Day Hours to the New York State and Local Employees' Retirement System for Certain Elected Officials
3. Authorizing Sale of a Parcel of Tax Foreclosed Property to the Town of Theresa
4. Amending the 2016 County Budget in Relation to the Employment & Training Department
5. Approval of Youth Services Providers for Program Year 2016 in Relation to the Employment & Training Department
6. Establishing Time and Place for Public Hearing Related to the Status of the Implementation of the 2014 and 2015 Community Development Block Grant (CDBG)

Housing Awards

7. Establishing Time and Place for Public Hearing Related to the 2016 Community Development Block Grant (CDBG) Process
8. Authorizing Review of Impacts and a Determination of Non-Significance in Accordance with the New York State Environmental Quality Review Act (SEQRA) With Regard to the County of Jefferson Emergency Radio System Replacement and Upgrade

General Services Committee Sponsored Resolutions:

1. Authorizing Agreements with the Federal Aviation Administration, the New York State Department of Transportation and Passero Associates, and Amending the 2016 County Budget and Capital Plan in Relation to the Acquisition of Certain Real Property for the Watertown International Airport
2. Authorizing Agreements with the Federal Aviation Administration, the New York State Department of Transportation and Passero Associates, and Amending the 2016 County Budget and Capital Plan in Relation to the Airport Pavement Management Study
3. Authorizing Agreement and Amending the 2016 County Budget in Relation to the FY 2016 State Homeland Security Program (SHSP) Grant
4. Authorizing Agreement and Amending the 2016 County Budget in Relation to the FY16 Emergency Management Performance (EMPG) Grant
5. Amending the 2016 County Budget in Relation to the Highway Department
6. Authorizing Agreement and Amending the 2016 County Budget in Relation to the State FY16 Law Enforcement Terrorism Prevention Program (LETPP) Grant
7. Amending the 2016 County Budget in Relation to the Sheriff's Department

Health & Human Services Committee Sponsored Resolutions:

1. Amending the 2016 County Budget Relative to Opiate Treatment Program with Credo Community Center for the Treatment of Addictions, Inc.
2. Amending the 2016 County budget to Allocate Additional State Aid Relative to Community Services Programs to to Correctly Align State and Federal Aid Funding
3. Accepting Funding for NYSDOH COLA for Immunization Action Plan and Amending the 2016 County Budget in Relation Thereto

Discussion Item:

1. Authorization for Settlement of Claim

If any Committee member has inquiries regarding any agenda items, or would like to add an item(s), please do not hesitate to contact me.

RFH:jdj

cc:	Audit	Human Resources	Purchasing
	County Clerk	Information Technology	Real Property Tax Services
	Board of Elections	Insurance	County Treasurer
	Employ. & Training	JCC	County Attorney

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Payment of Legislators' Expenses

By Legislator: _____

Whereas, This Committee to whom claims of the members of the Board were referred, has examined and audited such claims and finds the total to be \$64.80 we have allowed:

Legislator Expense: \$64.80

Now, Therefore, Be It Resolved, That the County Treasurer be and is hereby directed to draw checks payable to the claimants as audited.

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Setting and Reporting Standard Work Day Hours to the New York
 State and Local Employees' Retirement System for Certain Elected Officials

By Legislator: _____

Be It Resolved, That the County of Jefferson/10022 10 hereby establishes the following as the standard work days for these titles and will report the officials to the New York State and Local Employees' Retirement System based on the record of activities. maintained and submitted by this official to the Clerk of this body:

ELECTED OFFICIALS

Title	Standard Work Day (Hrs/day) Min. 6 hrs Max 8 hrs	Name	Social Security Number (Last 4 digits)	Registration Number	Tier 1 (Check only if member is in Tier 1)	Current Term Begin & End Dates (mm/dd/yy-mm/dd/yy)	Record of Activites Result	Not submitted (Check only if official did not submit their Record of Activities)
Elected Officials								
Legislator	7 hrs	Jennie M. Adsit				01/01/16-12/31/17	1.04	
Legislator	7 hrs	Michael J. Docteur				01/01/16-12/31/17	5.25	
Legislator	7 hrs	Robert D. Ferris				01/01/16-12/31/17		X
Legislator	7 hrs	Scott A. Gray				01/01/16-12/31/17	3.0	
Legislator	7 hrs	James A. Nabywaniec				01/01/16-12/31/17	5.05	
Legislator	7 hrs	Philip N. Reed				01/01/16-12/31/17	5.91	
Legislator	7 hrs	Patrick R. Jareo				01/01/16-12/31/17	4.352	
Legislator	7 hrs	Jeremiah J. Maxon				01/01/16-12/31/17	3.853	

Seconded by Legislator: _____

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing Sale of a Parcel of Tax Foreclosed Property to the Town of Theresa

By Legislator: _____

Whereas, The County of Jefferson has become the titled owner of a parcel of real property in the Village of Theresa, identified as Parcel No. 23.80-2-21 with a street address of Commercial Street, due to tax foreclosure proceedings, and

Whereas, The parcel is vacant and once was the location of a Veterans of Foreign Wars chapter, and

Whereas, The Town of Theresa is interested in acquiring the parcel in order to secure and maintain the premises in good order and facilitate its conversion to a memorial park, and

Whereas, It appearing that the property is of limited market value, it is the intent of this Board to assist the Town of Theresa in acquiring title to the parcel.

Now, Therefore, Be It Resolved, That the parcel shall be sold to the Town of Theresa for the sum of \$1.00 plus any profit realized by the Town through sale of the parcel up to the amount of delinquent taxes due Jefferson County at the time of foreclosure in the event the Town sells the property in the future, with the Town to bear the costs of any applicable filing and recording costs, and the Chairman of the Board and the County Attorney are authorized to execute any documents necessary to accomplish such conveyance.

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Amending the 2016 County Budget in Relation to the Employment & Training Department

By Legislator: _____

Whereas, The Employment & Training Department has received a grant in the amount of \$35,853 from the Pratt-Northam Foundation to run a summer internship program, and

Whereas, The 2016 County Budget must be amended to receive the revenue and allocate the money to the proper expenditure accounts.

Now, Therefore, Be It Resolved, That the 2016 County Budget is amended as follows:

Increase:

Revenue		
25634000 91295	Local Employment & Training Grants	\$35,853
Expense		
25634000 04611	Training On the Job	\$33,853
25634000 04415	Advertising	2,000

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Approval of Youth Services Providers for Program Year 2016 Relative to
the Employment & Training Department

By Legislator: _____

Whereas, The provisions of the Workforce Innovation & Opportunity Act of 2014 (Public Law 113-128) require certain program elements for the delivery of youth services under Title 1B of the Act to be competitively procured, and

Whereas, The local workforce area complied with the provisions of the Workforce Innovation & Opportunity Act (WIOA) by establishing a clear firewall, the Jefferson County Purchasing Department issued and distributed the RFP, and held a Question & Answer session Tuesday, March 8, 2016 at the Historic Courthouse conference room, 195 Arsenal Street, Watertown, NY, and

Whereas, The Jefferson County Purchasing Department received two proposals by the April 15, 2016 deadline, and under their direction held a proposal grading session with members of the Executive Board and members of the Youth Committee, recorded the tabulation (tabulation documents are on file for review), and sought the recommendation of the graders, and

Whereas, The recommendation was provided to the Workforce Development Board on June 22, 2016 who voted to recommend to the Jefferson County Board of Legislators awarding the contract to the Jefferson County Department of Employment & Training and the Lewis County Department of Employment & Training to provide program elements in the delivery of comprehensive youth services that are appropriate for funding under Title 1B of WIOA.

Now, Therefore, Be It Resolved, That the Jefferson County Board of Legislators hereby approves the youth service providers listed below for Program year 2016 (July 1, 2016 - June 30, 2017) at the indicated funding levels:

Jefferson County Department of Employment & Training	\$96,000
Lewis County Department of Employment & Training	\$24,000

and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute the above referenced agreements on behalf of the County of Jefferson with the approval of the County Attorney as to form and content.

Seconded by Legislator: _____

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Establishing Time and Place for Public Hearing Related to the Status of the Implementation of
the 2014 and 2015 Community Development Block Grant (CDBG) Housing Awards

By Legislator: _____

Whereas, Jefferson County received Community Development Block Grant (CDBG) awards in 2014 (\$750,000) and 2015 (\$850,000) from the NYS Office of Community Renewal to continue administration of an owner-occupied housing rehabilitation assistance program and a mobile home replacement program for low to moderate income eligible residents, and

Whereas, Jefferson County is in the process of implementing the County's 2014 and 2015 Community Development Block Grant (CDBG) Awards administered by the NYS Office of Community Renewal, and

Whereas, The CDBG application process requires applicants to hold a public hearing to obtain the views of the general public on the status and plans for implementation of these award years.

Now, Therefore, Be It Resolved, Pursuant to Section 104(A)(2) of the Federal Housing and Community Development Act, as amended, a CDBG public hearing shall be held on Tuesday, September 13, 2016 at 5:00 p.m. in the Board Chambers, Historic Courthouse, 195 Arsenal Street, Watertown, NY, and be it further

Resolved, Notice of such public hearings shall be given in accordance with law, and be it further

Resolved, The Chairman of the Board is hereby authorized to execute all necessary CDBG application documents, and the Department of Planning is hereby authorized as the County's agent to act in connection with the submission of any authorized application and to provide any supplemental information that may be required by the NYS Office of Community Renewal.

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Establishing Time and Place for Public Hearing Related to the
2016 Community Development Block Grant (CDBG) Process

By Legislator: _____

Whereas, Jefferson County is in the process of evaluating grant opportunities in anticipation of a 2016 Community Development Block Grant (CDBG) Program administered by the NYS Office of Community Renewal, and

Whereas, The CDBG application process requires applicants to hold a public hearing to obtain the views of the general public on community development needs.

Now, Therefore, Be It Resolved, Pursuant to Section 104(A)(2) of the Federal Housing and Community Development Act, as amended, a CDBG public hearing shall be held on Tuesday, September 13, 2016 at 5:15 p.m. in the Board Chambers, Historic Courthouse, 195 Arsenal Street, Watertown, NY, and be it further

Resolved, Notice of such public hearings shall be given in accordance with law, and be it further

Resolved, The Chairman of the Board is hereby authorized to execute all necessary CDBG application documents, and the Department of Planning is hereby authorized as the County's agent to act in connection with the submission of any authorized application and to provide any supplemental information that may be required by the NYS Office of Community Renewal.

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Authorizing Review of Impacts and a Determination of Non-Significance in
Accordance with the New York State Environmental Quality Review Act (SEQRA)
With Regard to the County of Jefferson Emergency Radio System Replacement and Upgrade.

By Legislator: _____

Whereas, the County of Jefferson is planning to replace its transmitter towers, transmission equipment and improve its emergency radio communications infrastructure to achieve County wide reception, interoperability between fire service, law enforcement, emergency medical services, and other governmental units, and

Whereas, The project includes twelve transmission tower sites, linked by radio and microwave transmission, forming a complete system for public safety radio transmission linked into the County 911 Dispatch Center, and

Whereas, The proposed project and system improvements are classified as a Type I action under the NYS Environmental Quality Review Act (hereinafter "SEQRA") and an Environmental Assessment Form (EAP) has been completed for each of the twelve sites.

Now, Therefore, Be It Resolved, That through a review of the Environmental Assessment Form and consideration of the criteria in 6 NYCRR § 617.7(c) the County concludes the action will not have a significant adverse impact on the environment and a corresponding Negative Declaration will be made, and it is further

Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute the Determination of Non-Significance, and be it further

Resolved, That the Negative Declaration will be filed with all appropriate parties in accordance with 6 NYCRR § 617.12.

Seconded by Legislator: _____

State of New York)
County of Jefferson) ss.:

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20____.

Clerk of the Board of Legislators

County of Jefferson
Office of the County Attorney



County Office Building
175 Arsenal Street
Watertown, New York 13601
(315) 785-3088 (315) 785-5178 Fax
Fax not authorized for service

MEMORANDUM

TO: Michael Montigelli, Chairman-Finance and Rules Committee
Members-Finance and Rules Committee

FROM: David Paulsen, Jefferson County Attorney *DJP*

DATE: July 20, 2016

SUBJECT: Authorization for Settlement of Claim
Sasha and Kelly Garrison
Date of Loss May 24, 2016

A Notice of Claim has been has been filed by the above individuals against the County of Jefferson in regard to property damage resulting from a motor vehicle collision. The Claimant's vehicle was struck in the rear by a dump truck belonging to the Highway Department and driven by a Highway Department employee. Claimant's vehicle was a total loss.

A proposed settlement has been reached with the Claimants in this matter for an amount which falls within the monetary jurisdiction of the Finance and Rules Committee to approve. The proposed settlement is as follows:

Retail value of vehicle:	\$3,575.00
Towing and storage charges:	\$2,675.00
Rental of vehicle:	\$1,400.00
Total	<u>\$7,650.00</u>