

**County of Jefferson**  
**Office of the County Administrator**



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

September 22, 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, September 27, 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:

**Finance & Rules Committee Sponsored Resolutions:**

1. Payment of Legislators' Expenses
2. Setting Time and Place for Public Hearing on Tentative Budget for Fiscal Year 2017
3. Authorizing an Agreement with Ithaca Tompkins Regional Airport for Purchase of a Surplus Aircraft Rescue Fire Truck for Watertown International Airport
4. Authorizing Inter-municipal Agreement for Shared Services with Lewis County in Regard to Weights and Measures Personnel and Services

**General Services Committee Sponsored Resolutions:**

1. Amending the 2016 County Budget in Relation to the Watertown International Airport
2. Amending the 2016 County Budget in Relation to the HOME Investment Partnership Grant Program

**Health & Human Services Committee Sponsored Resolutions:**

1. Amending the 2016 County Budget Relative to a Cost of Living Adjustment for Community Services Programs and to Allocate 2016-2017 Funding for the Veteran Peer to Peer Support Pilot Program

**Informational Items:**

1. Monthly Departmental Reports  
County Clerk

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 \$1,635.42 we have allowed:

Legislator Expense:                      \$1,635.42

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: \_\_\_\_\_

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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

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**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. \_\_\_\_\_**

Setting Time and Place for Public Hearing on Tentative Budget for Fiscal Year 2017

By Legislator: \_\_\_\_\_

Resolved, That, Pursuant to Section 359 of County Law, a public hearing on the Tentative Budget for County fiscal year 2017 be held before this Board of Legislators at 5:30 p.m. on the 15<sup>th</sup> day of November, 2016 in the Chambers of the Board of Legislators, Historic Courthouse, 195 Arsenal Street, Watertown, NY, and be it further

Resolved, That notice of said public hearing be given in accordance with law.

Seconded by Legislator: \_\_\_\_\_

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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

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**JEFFERSON COUNTY BOARD OF LEGISLATORS**

**Resolution No. \_\_\_\_\_**

Authorizing an Agreement with Ithaca Tompkins Regional Airport for  
Purchase of a Surplus Aircraft Rescue Fire Truck for Watertown International Airport

By Legislator: \_\_\_\_\_

Whereas, Ithaca Tompkins Regional Airport has identified an Index B Aircraft Rescue Fire Truck for surplus and has agreed to transfer it to Watertown International Airport in exchange for the market value of \$55,000, and

Whereas, Watertown International Airport is in need of an Aircraft Rescue Fire Truck for providing Index B coverage for airport operations, due to the age of the current Quick Dash Fire Truck, which will be retired with this purchase, and

Whereas, The Business Center project is completed and can be closed and the remaining funds transferred to an operating account in the general fund to pay for the cost of the Aircraft Rescue Fire Truck, and the balance be placed in another capital account.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is authorized and directed to execute an agreement on behalf of Jefferson County to purchase a surplus Index B Aircraft Rescue Fire Truck from the Ithaca Tompkins Regional Airport, and be it further

Resolved, That the 2016 County Budget is hereby amended as follows:

**Increase:**

Expenditures:

01561000 04201	Automotive Equipment	\$55,000.00
20561000 02001	Airport Facility	16,215.88

Transfers:

01899200 95031	from Capital Fund	\$71,215.88
20990100 09000	to General Fund	55,000.00

**Decrease:**

Expenditures:

20561000 020994	Business Center	\$71,215.88
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Seconded by Legislator: \_\_\_\_\_

**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. \_\_\_\_\_**

Authorizing Inter-municipal Agreement for Shared Services With Lewis County  
in Regard to Weights and Measures Personnel and Services

By Legislator: \_\_\_\_\_

Whereas, Pursuant to General Municipal Law §119-o municipal corporations may enter into cooperative agreements to share services for their mutual benefit, and

Whereas, Lewis County is in need of replacing its Director of Weights and Measures and Jefferson County's Department of Weights and Measures is fully staffed and able to assume the functions, powers and duties of the Lewis County Department of Weights and Measures, and

Whereas, the Board of Legislators of the County of Jefferson and the County of Lewis desire to enter into an inter-municipal agreement providing for the personnel of the Jefferson County Department of Weights and Measures to assume the responsibility and duties of the Lewis County Department of Weights and Measures, utilizing equipment owned and maintained by Lewis County, in consideration of an annual payment to Jefferson County, and

Whereas, Each County has agreed that an equitable apportionment of costs for the combined program results in 38% of the annual budget cost being allocated to Lewis County and said share of the annual total budget shall be reimbursed to Jefferson County by Lewis County, and

Whereas, The economy of scale resulting from combining the two County Departments for 2017 is approximately 23% for each County.

Now, Therefore, Be It Resolved, That the Chairman of the Board is hereby authorized and directed to execute an inter-municipal agreement with the County of Lewis providing for the shared services of Weights and Measures Department personnel for a period of up to five years, subject to the approval of the County Attorney as to form and content.

Seconded by Legislator: \_\_\_\_\_

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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

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## STATEMENT OF COUNTY CLERK FEES RECEIVED

I, Gizelle J. Meeks, County Clerk of Jefferson County, New York, do hereby report the receipts of the Jefferson County Clerk's Office for the Month of **AUGUST 1, 2016 THROUGH AUGUST 31, 2016** as follows:

### MOTOR VEHICLE FEES

CC06-MV Ret	\$ 50,136.93
CC05-Sales Tax Ret	\$ 731.50
CC05-FS-6 Fees	\$ 832.00
<b>Total</b>	<b>\$ 51,700.43</b>

### COURT RECORD FEES

CC08-Index Number Fees	\$ 2,750.00
CC50-County Court Fines	\$ -
CC08-Miscellaneous	\$ 5.00
<b>Total</b>	<b>\$ 2,755.00</b>

### LAND RECORDS FEES

CC07-Recording Fees	\$ 59,267.00
CC07-Filing Fees	\$ 3,555.00
CC07-Passport Fees	\$ 1,475.00
CC07-Passport Photo Fees	\$ 710.00
CC07-RETT	\$ 421.00
CC07-RP5217 ret	\$ 2,961.00
CC07-Notary ret	\$ 400.00
CC07-NY Ed Ret/Rec Mgt	\$ 1,274.00
CC07-UCCs	\$ 1,280.00
CC07-Misc	\$ 449.50
CC07-Cover Page Fees	\$ 5,705.00
CC07-Overages	\$ 76.31
CC07 - Copy Fees	\$ 6,262.60
CC07-Interest	\$ 2.34

### MORTGAGE TAX FEES

CC07-Interest	\$ 0.20
CC07-Expense	\$ 13,370.00
<b>Total</b>	<b>\$ 13,370.20</b>

### FEES COLLECTED FOR OTHER DEPARTMENTS

TR50-Stop DWI	\$ 2,946.00
TT61-Deposit/Court	\$ -
<b>Total</b>	<b>\$ 2,946.00</b>

**Total**                      **\$ 83,838.75**

### TOTAL BY ACCOUNTS

CC05	\$ 1,563.50
CC06	\$ 50,136.93
CC07	\$ 96,363.95
CC08	\$ 2,755.00
CC50	\$ -
TR50	\$ 2,946.00
TT61	\$ 0.00
<b>TOTAL</b>	<b>\$ 153,765.38</b>

**\$ 845.00 JEFFERSON COUNTY ATTORNEY TAX SALE**  
 (\$805.00 RECORDING FEES + \$40.00 RETT TAX)

**\$ (5,104.00) CREDIT CARD TRANSACTIONS**

RECEIVED FROM GIZELLE J. MEEKS, JEFFERSON COUNTY CLERK THE SUM OF                      \$                      **148,661.38**  
 BEING JEFFERSON COUNTY FEES FOR THE MONTH OF AUGUST 2016

9/8/16  
 \_\_\_\_\_  
 DATE

*Karen M. Quisla*  
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 JEFFERSON COUNTY TREASURER/DEPUTY