

**General Services Committee**  
**August 9, 2016**  
**Minutes**

**Members Present:** Committee Chair Philip Reed, Legislators James Nabywaniec, Jeremiah Maxon, Robert Ferris, Jennie Adsit, Anthony Doldo

**Others Present:** County Administrator Robert Hagemann, County Attorney David Paulsen, Legislator William Johnson, Highway Superintendent James Lawrence, Interim Planning Director Michael Bourcy, Airport Manager Grant Sussey, Fire and Emergency Management Director Joseph Plummer, County Auditor Anne Converse, Secretary Torri Richmire

Chairman Reed called the meeting to order at 5:30 p.m. and offered privilege of the floor. The minutes of the July meeting were approved without objection or correction.

Chairman Reed introduced a resolution Authorizing Agreements with the Federal Aviation Administration, the New York State Department of Transportation and McFarland Johnson, and Amending the 2016 County Budget and Capital Plan in Relation to the Terminal Apron Reconstruction Design and entertained a motion for consideration. A motion was duly made by Legislator Doldo and seconded by Legislator Nabywaniec. There being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Reed introduced a resolution Establishing Time and Place for a Public Hearing on the Inclusion of Viable Agricultural Land in Certified Agricultural Districts before the Districts' Established Review Periods and entertained a motion for consideration. A motion was duly made by Legislator Ferris and seconded by Legislator Maxon. There being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Reed introduced a resolution Appointing Section 3 Coordinator for Jefferson County and entertained a motion for consideration. A motion was duly made by Legislator Adsit and seconded by Legislator Doldo. There being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Reed introduced a resolution Amending the 2016 County Budget to Recognize Insurance Recovery and Transfers within the Road Machinery Fund and entertained a motion for consideration. County Administrator Hagemann advised that there is a revised resolution on Legislators desks. A motion was duly made by Legislator Maxon and seconded by Legislator Doldo. There being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Reed introduced a resolution Amending the 2016 County Budget Relative to Overtime Reimbursement for the Sheriff's Department and entertained a motion for consideration. A motion was duly made by Legislator Ferris and seconded by Legislator Nabywaniec. There being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Reed introduced a resolution Accepting Donation for Sheriff's Department K-9 Unit and Amending the 2016 County Budget in Relation Thereto and entertained a motion for consideration. A motion was duly made by Legislator Adsit and seconded by Legislator Maxon. There being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Reed introduced a resolution Authorizing Inter-Municipal Agreement with the City of Watertown Regarding FY 2016 Edward Byrne Memorial Justice Assistance Program and Amending the 2016 County Budget in Relation Thereto and entertained a motion for consideration. A motion was duly made by Legislator Ferris and seconded by Legislator Doldo. Mr. Hagemann stated that the grant is being awarded to the City of Watertown and a portion passed on to Jefferson County. There being no discussion, the Committee agreed to sponsor the resolution as presented.

Joseph Plummer, Fire and Emergency Management Director updated committee members on the status of the radio communication project. He stated that they are still on track with the projected \$20-22 million price tag and received word last week that the project has been granted a one year extension on the \$6 million grant from New York State. He was pleased to announce that there have been cost savings, Blue Wing has found frequencies that weren't tied up requiring only minor licensing fees instead of purchasing \$300,000 in frequencies for the system to operate on. He also stated that they have worked well with municipalities around the county for land to place towers on.

He stated that by the Board of Legislators approving the NYS Environmental Quality Review Act (SEQRA) at last weeks board session, it has allowed them to begin entering into negotiations and discussions with vendors regarding equipment prices and towns regarding land to place towers on.

Mr. Plummer advised that he has been working with the Purchasing Department to acquire purchase orders for propane tanks, shelters for each site and generators. He stated that this equipment is being purchased now and stored in order to spend down the grant. They are taking bids for soil boring to determine what the ground is composed of so that engineers designing the towers know what the base needs to be constructed of. They are also working on bids for steel and a civil/general contractor to construct the towers once delivery is made of all the components.

Mr. Plummer stated that they are still working with the FCC for licensing and Motorola regarding cost for subscribers. He stated that things are moving quickly and he expects to start construction in Spring 2017. Discussion ensued with Mr. Plummer answering Legislator questions.

Grant Sussey, Watertown International Airport Manager, advised that October 15<sup>th</sup> will be Aviation Day at the airport put on by the Girl Scouts and Airport Team. It will consist of aircraft displays and learning stations and is open to the public.

He gave a brief overview of activities at the airport, reporting that they launched a True Cost Calculator on the website which allows customers to compare ticket prices, parking and travel time to fly out of other airports. He advised that they are also working with their marketing company, Sixel, on a survey that is being conducted with the Greater Watertown Chamber of Commerce to

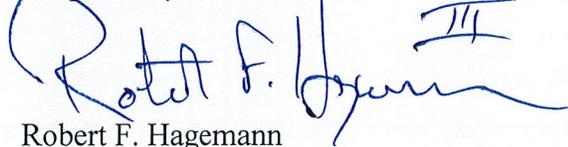
gather information on general air service, such as where people are flying to and from, preferred destinations and how often they fly.

Mr. Sussey announced that Runway 28, opened on July 29<sup>th</sup>, and is now 7,001 feet long to accommodate larger planes. He stated that since then, there has been a noticeable increase in corporate aircrafts who have been using the longer space for take off and landing.

He reported that the new engineering firm, McFarland Johnson has partnered with Bernier, Carr and Associates and is working hard with and for Jefferson County on grant applications through the Airport Improvement Program, as well as state grants. He advised that this relationship is working well. Mr. Sussey stated that the addition on the terminal building is slated to start August 15<sup>th</sup> and is estimated to be completed by the end of the year. The addition will allow the security checkpoint to have its equipment in a dedicated room allowing a better flow in the seating area and access to the restrooms.

There being no further business, on a motion by Legislator Ferris seconded by Legislator Doldo and unanimously carried, the meeting adjourned at 6:10 p.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Robert F. Hagemann III". The signature is written in a cursive style with a large initial "R" and a stylized "H" at the end.

Robert F. Hagemann  
Clerk of the Board