

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



January 5, 2017

TO: Members of General Services Committee
FROM: Robert F. Hagemann, County Administrator 
SUBJECT: General Services Committee Agenda

Please let this correspondence serve as notification that the General Services Committee will meet on *Tuesday, January 10, 2017 at 5:30 p.m.* in the Board of Legislators' Chambers.

Following is a list of agenda items for the meeting:

Resolutions:

1. Authorizing Agreement and Amending the 2017 County Budget in Relation to the FY 2016-17 State Public Safety Answering Point (PSAP) Sustainment Grant
2. Reappropriating Funds from Various Unspent Grants Relative to the Fire and Emergency Management Department and Amending the 2017 County Budget in Relation Thereto
3. Authorizing Extension of Memorandum of Agreement with the New York State Division of Homeland Security and Emergency Services
4. Authorizing Agreements in Connection with New York State Snowmobile Trails Grant-in-Aid Program and Amending 2017 Budget in Relation Thereto
5. Amending the 2017 County Budget Relative to Overtime Reimbursement for the Sheriff's Department
6. Authorizing FY 2016 Operation Stonegarden Grant Agreement and Amending the 2017 County Budget in Relation Thereto

Informational Items:

1. Monthly Departmental Reports:
 - Weights and Measures

If any Committee Member has inquiries regarding agenda items, or would like to add an

item(s) please do not hesitate to contact me.

RFH:tlr

- cc: Airport
- Buildings & Grounds
- Code Enforcement
- District Attorney
- Dog Control
- E-911
- Fire & Emerg. Mgmt. Serv.
- Highway/Recycling & Waste Mgt.
- Planning
- Probation
- Public Defender
- Sheriff
- Weights & Measures
- County Attorney
- County Treasurer

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing Agreement and Amending the 2017 County Budget in Relation to
the FY 2016-17 State Public Safety Answering Point (PSAP) Sustainment Grant

By Legislator: _____

Whereas, The New York State Division of Homeland Security and Emergency Services has awarded Jefferson County \$205,628 from the FY2016-17 State Public Safety Answering Point (PSAP) Sustainment grant, and

Whereas, The County must enter into an agreement with the New York State Division of Homeland Security and Emergency Services to receive these grant funds to be utilized for the sustainment of the Jefferson County Public Safety Answering Point (911 Center). These funds will be utilized to purchase equipment maintenance, software maintenance and computer hardware, and

Whereas, The 2017 County Budget must also be amended to recognize the revenue and place the funds in the appropriate accounts.

Now, Therefore Be It Resolved, That the County of Jefferson agrees to accept the \$205,628, and the Chairman of the Board of Legislators be and is hereby authorized and directed to execute said grant agreements on behalf of Jefferson County, subject to the review of the County Attorney as to form and content, and be it further

Resolved, That the 2017 County Budget is amended as follows:

Increase:

| | | |
|----------------|---------------------------------------|-----------|
| (Revenue) | | |
| 01341000 93305 | State Aid Fire & Emergency Management | \$205,628 |

| | | |
|-----------------|-----------------------------------|---------|
| (Expenditure) | | |
| 01311200 01100 | Personnel Cost | 30,628 |
| 01341100 041113 | Computer Equipment | 20,000 |
| 01341100 04418 | Technological Services | 12,000 |
| 01341100 041143 | 911 Computer Software Maintenance | 13,000 |
| 01341100 041141 | 911 Equipment Maintenance | 130,000 |

Seconded by Legislator: _____

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Reappropriating Funds from Various Unspent Grants Relative to the Fire and Emergency Management Department and Amending the 2017 County Budget in Relation Thereto

By Legislator: _____

Whereas, Jefferson County, through its Fire and Emergency Management Department, has received and recognized various grants in 2015 and 2016 which have not been fully expended, and

Whereas, Said Grants and their remaining unspent amounts include the FY2015 Hazmat grant (\$21,510.07), the FY15 State Homeland Security Program (SHSP) grant (\$97,500), the FY2016 Hazmat grant (\$52,000), FY16 State Homeland Security Program (SHSP) grant (\$97,500), and FY16 Emergency Management Performance (EMPG) grant (11,763.74), for a grand total of \$280,273.81, and

Whereas, said funds must be reappropriated and placed in the appropriate expenditure lines.

Now, Therefore, Be It Resolved, That the 2017 County Budget is amended as follows:

Increase:

Expenditures:

| | | |
|----------------|---------------------------|--------------|
| 01341400 01100 | Personal Services | \$ 11,763.74 |
| 01341400 02300 | Technical Equipment | 19,000.00 |
| 01341400 02302 | Radios | 194,010.07 |
| 01341400 04119 | Computer Software | 10,500.00 |
| 01341400 04416 | Professional Fees | 14,500.00 |
| 01341400 04485 | Shared Municipal Services | 13,000.00 |
| 01341400 04514 | Uniforms & Clothing | 4,500.00 |
| 01341400 04585 | Operating Supplies | 13,000.00 |

Appropriated Fund Balance:

| | | |
|----------------|---------------------------|--------------|
| 01000000 30599 | Appropriated Fund Balance | \$280,273.81 |
|----------------|---------------------------|--------------|

Seconded by Legislator: _____

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing Extension of Memorandum of Agreement with the New York
State Division of Homeland Security and Emergency Services

By Legislator: _____

Whereas, Pursuant to Resolution 124 of 2015, The New York State Division of Homeland Security and Emergency Services provides Jefferson County, at no cost, certain software licenses and hardware to enable five County users to participate in a Mutualink Edge Subscription Service, which serves as a common communications platform across counties for emergency management and public safety planning and response, and

Whereas, NYS Division of Homeland Security and Emergency Services would like to extend the terms of the original agreement to January 31, 2018, and

Whereas, The Director of Fire and Emergency Management recommends extending the said agreement, and

Whereas, For the sake of expediency, this Board of Legislators desires to authorize the Director of Fire and Emergency Management to execute such mutual aid agreements in the future.

Now, Therefore, Be It Resolved, That Jefferson County enter into an extended MOA as described above, and that the Director of Fire and Emergency Management is hereby authorized and directed to execute said agreement on behalf of Jefferson County, subject to the review of the County Attorney as to form and content.

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 Agreements in Connection with New York State Snowmobile
Trails Grant-in-Aid Program and Amending 2017 Budget in Relation Thereto

By Legislator: _____

Whereas, Jefferson County has been notified by New York State Office of Parks, Recreation, and Historic Preservation that it has received an award of \$56,860.00 through the 2016-2017 Snowmobile Trails Grant-In-Aid Program, based upon a grant application submitted by the County in cooperation with the Winona Forest Recreation Association, Barnes Corners Sno-Pals Snowmobile Club, Thousand Islands Snowmobile Club, and Missing Link Snowmobile Club.

Now, Therefore, Be It Resolved, That Jefferson County does hereby accept the above referenced funding and authorizes the Chair of the Board of Legislators to execute such grant agreements and other documents as may be required to receive the funding from the State of New York, and be it further

Resolved, That the Chair of the Board is further authorized to execute agreements between the County of Jefferson, the Winona Forest Recreation Association, Barnes Corners Sno-Pals, Thousand Islands, and Missing Link snowmobile clubs, upon the approval of the County Attorney as to form and content, which provides for said organizations to conduct snowmobile trail development and maintenance consistent with the referenced grant application and grant program requirements, and be it further

Resolved, That the 2017 County Budget be amended as follows:

Increase:

Expenditures:

| | | |
|----------------|----------------------------|--------------|
| 01798900 04600 | Snowmobile Trail Maint\Dev | \$ 56,860.00 |
|----------------|----------------------------|--------------|

Revenues:

| | | |
|----------------|----------------------------|--------------|
| 01802000 93889 | Snowmobile Trail Maint\Dev | \$ 56,860.00 |
|----------------|----------------------------|--------------|

Seconded by Legislator: _____

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Amending the 2016 County Budget Relative to Overtime Reimbursement
for the Sheriff's Department

By Legislator: _____

Whereas, The Alcohol and Substance Abuse Council of Jefferson County has reimbursed the Sheriff's Department for overtime costs incurred while performing compliance checks, and

Whereas, The Department has requested that the County Budget be amended to recognize these funds and to increase its prior year overtime account accordingly.

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

Increase:

Revenue:

| | | |
|----------------|---------------------------------------|-------------|
| 01311000 91588 | Other Public Safety Department Income | \$ 2,726.10 |
|----------------|---------------------------------------|-------------|

Expenditure:

| | | |
|----------------|----------|-------------|
| 01311000 01300 | Overtime | \$ 2,726.10 |
|----------------|----------|-------------|

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 FY 2016 Operation Stonegarden Grant Agreement and
Amending the 2017 County Budget in Relation Thereto

By Legislator: _____

Whereas, The Sheriff's Department has been awarded a \$59,005.12 FY16 Operation Stonegarden Program Grant (CFDA 97.067) from the New York State Office of Homeland Security (NYSOHS) for the purpose of increasing security at the border, and

Whereas, Said funds will be used for border security operations and provide for overtime payments for various details of the Sheriff's Department, New York State Police and New York State Park Police, and

Whereas, Said grant requires an agreement with the NYSOHS, and possibly with other involved police agencies, and

Whereas, The 2017 County Budget must be amended to recognize the revenue and appropriate it to expenditure accounts.

Now, Therefore, Be It Resolved, That this Board of Legislators enter into an agreement with the New York State Office of Homeland Security to accept the grant as described above, as well as any other agreements with involved police agencies necessary for the grant's programs and that the Chairman of the Board be and is hereby authorized and directed to execute said agreements on behalf of Jefferson County, subject to the review and approval of the County Attorney, and be it further

Resolved, that the 2017 County Budget is hereby amended as follows:

Increase:

Revenue:

| | | |
|-----------------|---------------------------------|--------------|
| 01311000 943201 | Federal Aid Other Public Safety | \$ 59,005.12 |
|-----------------|---------------------------------|--------------|

Expenditures:

| | | |
|-----------------|--|--------------|
| 01311400 01300 | Operation Stonegarden Overtime | \$ 18,000.00 |
| 01311400 02300 | Operation Stonegarden Technical Equipment | 32,965.12 |
| 01311400 043101 | Operation Stonegarden Internal Fleet Expense | 1,760.09 |
| 01311400 04311 | Operation Stonegarden Gasoline & Oil | 879.91 |
| 01311400 08010 | Operation Stonegarden Retirement | 2,564.46 |
| 01311400 08030 | Operation Stonegarden Social Security | 2,147.04 |
| 01311400 08040 | Operation Stonegarden Workers Comp. | 688.50 |

Seconded by Legislator: _____

County of Jefferson

DEPARTMENT OF CONSUMER AFFAIRS

BUREAU OF WEIGHTS AND MEASURES

James A. Richmire, Director
 Brian M. Mooney, Asst. Director



21915 County Route 190
 Watertown, NY 13601
 Phone (315) 786-1094

Monthly Report - December 2016

| Establishments: | Establishments | | Devices | | | | | Retests |
|-------------------|----------------|----------|---------|------|-------|-------|--------|---------|
| | # Insp | # Retest | Correct | Plus | Minus | Other | Visual | |
| Commercial Estab. | 50 | | 175 | 1 | 5 | 1 | 11 | 6 |
| Non-Comm. Estab. | | | | | | | | |

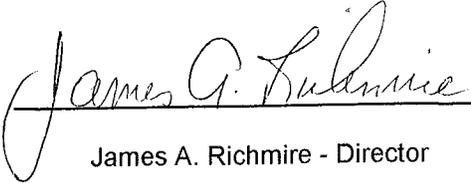
| Commodities: | # Inspections | |
|--------------|---------------------|------|
| | | 3 |
| | # Lots | 32 |
| | # Packages/Lots | 1317 |
| | # Packages Measured | 480 |
| | # Lots Failed | |

| Complaints / Requests: | |
|------------------------|-------------------------|
| | 5 |
| Petroleum Samples: | 24 |
| Milk Tanks: | New |
| | 2 |
| | Recalibrations/Rechecks |
| Vehicle Scales: | 2 |

| Scanner | # Inspections | | | | | |
|---------|----------------------|-----|--------|---------|---------|---------|
| Checks: | Items Correct | 594 | 99.0% | Marked | Scanned | |
| | Overcharge | 3 | 0.5% | \$8.34 | \$9.54 | \$1.20 |
| | Undercharge | 3 | 0.5% | \$37.97 | \$28.47 | -\$9.50 |
| | Not On File | | | | | |
| | Total # Scanned | 600 | 100.0% | | | |
| | # Inspections Failed | | 0.00% | | | |

Additional Comments:

All Petroleum Samples Tested MEET Required NYS Tolerances for the month of December. 12/20/16
 >Request - Griffith Energy, Lewis County, certify scales.


 James A. Richmire - Director