

County of Jefferson
Office of the County Administrator



Historic Courthouse
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June 25, 2020

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

Please let this correspondence serve as notification that the General Services Committee will meet on *Tuesday, June 30, 2020 at 6:00 p.m.* in the Board of Legislators' Chambers.

Following is a list of agenda items for the meeting:

Resolutions:

1. Authorizing Agreements with the Federal Aviation Administration, Emerging Growth Enterprise LLC dba NoFoam Systems, and McFarland Johnson, Inc. in Relation to the Watertown International Airport Aqueous Film-Foaming Foam Testing Equipment, SEQR Determination Related There to and Amending the 2020 County Budget and Capital Plan
2. Amending the 2020 County Budget in Relation to Jefferson County's Housing Improvement Program
3. Authorizing Jefferson County to be Lead Agency under the State Environmental Quality Review Act for the Purpose of the 2020 Jefferson County Snowmobile Trail GPS Update and Minor Reroutes Pursuant to NYS Snowmobile Grant-In-Aid Program, and Making a Determination of Non-Significance
4. Authorizing FY 2019 Operation Stonegarden Grant Agreement and Amending the 2020 County Budget in Relation Thereto
5. Accepting Gift of Motor Vehicles from the State of New York for Use in Law Enforcement

Discussion Item:

1. Comprehensive Economic Development Strategy (CEDS) Committee Appointments

If any Committee member has inquiries regarding agenda items, please do not hesitate to contact me.

RFH:tlr

cc: Airport
Buildings & Grounds
Code Enforcement
District Attorney

Dog Control
Fire & Emerg. Mgmt./E-911
Highway/Recycling & Waste Mgt.
Planning

Probation/Stop DWI
Public Defender
Sheriff
Weights & Measures

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing Agreements with the Federal Aviation Administration, Emerging Growth Enterprise LLC dba NoFoam Systems, and McFarland Johnson, Inc. in Relation to the Watertown International Airport Aqueous Film-Foaming Foam Testing Equipment, SEQR Determination Related There to and Amending the 2020 County Budget and Capital Plan

By Legislator: _____

Whereas, The Watertown International Airport anticipates a Federal Aviation Administration (FAA) grant this year for purchasing a Aqueous Film-Foaming Foam Testing Equipment, as identified in the County's Airport Capital Improvement Plan, and

Whereas, The Watertown International Airport is a 14 CFR Part 139 airport, and regulations require the airport to use Aqueous Film-Foaming Foam in response vehicles and to be tested on a routine basis, and

Whereas, Due to increasing environmental concerns the FAA has issued Policy Guidance Letter 19-01: on Aqueous Film Foaming Foam and that has determined equipment is eligible for funding under the Airport Improvement Program, and

Whereas, The FAA is anticipated to provide a grant for \$40,225 for said project, and

Whereas, The Coronavirus Aid, Relief, and Economic Security (CARES) Act by United States Government has authorized the funding from the Airport and Airway Trust fund for the FAA Airport Improvement Program Fiscal Year 2020 at 100%, with no State or Local share, and

Whereas, McFarland Johnson, Inc., the County's airport consultant, has prepared the bid documents and coordinated the bidding process and recommends that the low bidder, Emerging Growth Enterprise LLC dba NoFoam Systems, be awarded the purchase contract in the amount of \$31,771.53, and

Whereas, It is necessary to authorize agreements with Emerging Growth Enterprise LLC dba NoFoam Systems in the amount of up to \$31,771.53 for the equipment and with McFarland Johnson, Inc. for conducting the administrative and bid services in the amount of \$5,000, and

Whereas, The County is expected to incur \$3,453.47 in reimbursable administrative and preliminary expenses in relation to the project, and

Whereas, A Categorical Exclusion Determination was prepared and approved by the Federal Aviation Administration in accordance with the National Environmental Protection Act and a subsequent review was completed pursuant to 6 NYCRR Part 617 in relation to the State Environmental Quality Review Act (SEQR), and

Whereas, The project consists of equipment acquisition, and determined not to have a significant environmental impact.

Now, Therefore, Be it Resolved, Pursuant to 6 NYCRR sec. 617.5, Jefferson County hereby determines the proposed improvements are classified as a Type II Action and the project is determined to not have a significant adverse environmental impact, and be it further

Resolved, That Jefferson County enter into agreements with FAA to accept said grant funds in the amount of \$40,225, and be it further

Resolved, That Jefferson County enter into agreements with McFarland Johnson in the amount of \$5,000 for services and Emerging Growth Enterprise LLC dba NoFoam Systems in the amount of \$31,771.53 for equipment, and be it further

Resolved, That the Chairman of the Board of Legislators, upon award of the FAA Grant, is hereby authorized and directed to execute said agreements on behalf of the County, including any changes orders as recommended by the Airport Manager and County Administrator not to exceed the funding available, subject to review of the County Attorney as to form and content, and be it further

Resolved, That the 2020 County Budget is hereby amended as follows:

Increase:

Revenue		
20900600 94589	Federal Aid – FAA	\$ 40,225
Expenditure		
20561000 02092	ARFF Vehicle	\$ 40,225

and be it further

Resolved, That the six year capital plan is amended accordingly.

Seconded by Legislator: _____

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Amending the 2020 County Budget in Relation to Jefferson County's
Housing Improvement Program

By Legislator: _____

Whereas, Jefferson County currently has Community Development Block Grant (CDBG) 2018 and 2019 Housing Awards, from the New York State Office of Community Renewal (OCR) to implement and administer a county-wide Housing Improvement Program, and

Whereas, By Resolutions 117 and 218 of 2019 this Board of Legislators adopted Local Guidelines and Administrative Procedures for implementation and local administration of the 2018 and 2019 CDBG Housing Awards, and

Whereas, Said Guidelines include a requirement that if an owner-occupied unit rehabilitated by CDBG funds through this program is sold within five years of receiving such funds, the owner must make a pro-rata reimbursement to the County, and

Whereas, The County has submitted a CDBG Income Report for the period 04/01/2019 to 03/31/2020 to OCR, and

Whereas, The County has received clearance from OCR to retain recaptured CDBG funds in the amount of \$29,822.81 and the 2020 County Budget must be amended to recognize this revenue and appropriate it to the proper account.

Now, Therefore, Be It Resolved, That the 2020 County Budget is hereby amended as follows:

Increase:

Revenue		
30866800 92170	Community Development Recapture Income	\$ 29,822.81
Expense		
30866800 04021	Community Housing Rehabilitation	\$ 29,822.81

Seconded by Legislator: _____

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing Jefferson County to be Lead Agency under the State Environmental Quality Review Act for the Purpose of the 2020 Jefferson County Snowmobile Trail GPS Update and Minor Reroutes Pursuant to NYS Snowmobile Grant-In-Aid Program, and Making a Determination of Non-Significance

By Legislator: _____

Whereas, Article 27 of New York State Parks, Recreation and Historic Preservation Law establishes a mechanism for allocating funds to local governmental sponsors for the development and maintenance of snowmobile trails designated as part of the State Snowmobile Trail System, and

Whereas, Having reviewed the criteria contained in 6NYCRR, Section 617.7, Jefferson County finds that there will be no significant adverse environmental impact resulting from the digital update, minor reroutes and addition to the snowmobile trails through Jefferson County, and

Whereas, Jefferson County Board of Legislators passed Resolution No. 76 of 2020, establishing an annual budget for funds awarded from New York State Parks, Recreation and Historic Preservation for maintenance services to be performed by each snowmobile club pursuant to an annual agreement governed by New York State Parks, Recreation and Historic Preservation program requirements, and

Whereas, It is the County's intent to support the development and maintenance of snowmobile trails as an important economic and recreational resource for Jefferson County, and

Whereas, An Environmental Assessment Form (EAF) has been completed which reviews potential environmental impacts and determines that no significant impacts will occur.

Now, Therefore, Be It Resolved, That Jefferson County shall assume lead agency status for this action pursuant to SEQR and has determined that this is an unlisted action and will not have any adverse environmental impacts, and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized to sign the Environmental Assessment Form\Determination of Significance and forward same to all involved agencies.

Seconded by Legislator: _____

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing FY 2019 Operation Stonegarden Grant Agreement and
Amending the 2020 County Budget in Relation Thereto

By Legislator: _____

Whereas, The Sheriff's Department has been awarded a \$113,832.50 FY19 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, Village of Alexandria Bay and Village of Clayton Police Departments, and

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

Whereas, The 2020 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 NYSOHS 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 is hereby authorized and directed to execute said agreements on behalf of Jefferson County, subject to the review and approval of the County Attorney as to form and content, and be it further

Resolved, that the 2020 County Budget is hereby amended as follows:

Increase:

Revenue:

01311000 943201	Federal Homeland Security - Sheriff	\$113,832.50
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Expenditures:

01311400 01300	Overtime	\$ 28,950.00
01311400 02100	Equipment	64,152.50
01311400 04114	Maintenance/Repair	4,000.00
01311400 043101	Internal Fleet Expense	3,630.18
01311400 04311	Gasoline & Oil	1,814.82
01311400 04428	Public Safety - Other Governments	2,000.00
01311400 08010	Retirement	4,409.45
01311400 08030	Social Security	3,691.72
01311400 08040	Workers Comp.	1,183.83

Seconded by Legislator: _____

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Accepting Gift of Motor Vehicles from the State of New York for Use in Law Enforcement

By Legislator: _____

Whereas, Four motor vehicles have become available for donation to Jefferson County for use in law enforcement purposes.

Now, Therefore, Be It Resolved, that pursuant to Section 215 of the County Law, this Board of Legislators does hereby gratefully accept said donation.

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

County of Jefferson

Board of Legislators

Scott A. Gray
Chairman of the Board
Legislator, District 13

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June 4, 2020

TO: General Services Committee

FROM: Scott A. Gray, Chairman of the Board

SUBJECT: CEDS Appointments

The Comprehensive Economic Development Strategy Committee (CEDS), was formed by Jefferson County (Resolution No. 123 of 1990) as a prerequisite to access development infrastructure funding from the Economic Development Administration (EDA) of the US Department of Commerce. It is comprised of a cross section of business, industry, and community representatives appointed by the Chair of the Board of Legislators with the approval of the General Services Committee. The County's current CEDS Plan is due for its Five-Year Update.

The current terms for the CEDS Committee members have expired, and membership must consist of a minimum of 15 members, a maximum of 21 members and I am proposing 21 appointments. CEDS committees should include representatives from the private sector, public officials, community leaders, private institutions, representatives of workforce development boards, institutions of higher learning, minority and labor groups, non-profit organizations and educational institutions. Below is a list of potential appointments recommended by Planning Director Michael Bourcy, along with their terms. The names with an * served on the previous Committee, names with a + are replacing a person from that organization and others without a designation are new appointments.

Three Year Term ending - 06/30/2023

*Jeff Wood, Samaritan Medical Center
*Peter Whitmore, Entrepreneur
+Liz Lonergan, Small Business Development Center
*Lorraine Clement, Jefferson Physicians' Organization
*George Anderson, Current Applications
*Terrence Harris, JCC
Georgia Dusckas, BOCES

Two Year Term ending - 06/30/2022

*Bruce Armstrong, retired – Jefferson County

*Cheryl Mayforth, Workplace

+Kylie Peck, GWCC

*John O’Driscoll, IBEW

+Sonja Draught, Fort Drum

William Hardin, Knowlton Technologies

One Year Term ending - 06/30/2021

+Michael Lumbis, City of Watertown

+Marshall Weir, JCJDC

*Dave Zembiec, JCJDC

*Jay Matteson, JCADC

*Michelle Capone, DANC

Don Rutherford, Watertown Local Development Corp

+Corey Fram, Thousand Islands Council

JC Board of Legislators term ends 12/31/20

*John Peck, Board of Legislators

cc: Robert Hagemann, County Administrator
Michael Bourcy, Director of Planning