

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

September 8, 2022

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

Please let this correspondence serve as notification that the General Services Committee will meet on ***Tuesday, September 13, 2022 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, New York State Department of Transportation, McFarland Johnson Inc., and Baseline King Corporation in Relation to the Watertown International Airport Runway 28 Medium-Intensity Approach Lighting System with Runway Alignment Indicator Lights (MALSR) and Amending the 2022 County Budget and Capital Plan
2. Amending the 2022 County Budget in Relation to the Watertown International Airport
3. Authorizing Agreement with the NYS Unified Court System for Cleaning and Maintenance of Court Facilities
4. Authorizing Jefferson County to be Lead Agency under the State Environmental Quality Review Act for the Purpose of the 2022 Inclusion of Viable Agricultural Land to Existing Agricultural Districts, and Making a Determination of Non-significance
5. 2022 Inclusion of Viable Agricultural Land in Certified Agricultural Districts Before the Districts' Established Review Periods
6. Authorizing an Agreement with the Community Action Planning Council to Promote Fair and Equal Housing

7. Amending the 2022 County Budget in Relation to the HOME Investment Partnership Grant Program
8. Authorizing Inter-Municipal Agreement with the City of Watertown Regarding Pedestrian Safety Improvements
9. Amending 2022 County Budget in Relation to Road Fund
10. Authorizing Agreements in Relation to the Supervision & Treatment Services for Juveniles Program
11. Authorizing Agreement for Raise the Age Relative to Probation Department

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

RFH:tlr

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

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing Agreements with the Federal Aviation Administration, New York State Department of Transportation, McFarland Johnson Inc., and Baseline King Corporation in Relation to the Watertown International Airport Runway 28 Medium-Intensity Approach Lighting System with Runway Alignment Indicator Lights (MALSR) and Amending the 2022 County Budget and Capital Plan

By Legislator: _____

Whereas, By Resolution 117 of 2020, This Board of Legislators authorized agreements with the Federal Aviation Administration (FAA), and McFarland Johnson, Inc. for the design and bidding of the Runway 28 Medium-Intensity Approach Lighting System with Runway Alignment Indicator Lights (MALSR), related State Environmental Quality Review (SEQR) Determination thereto, and

Whereas, A Long Environmental Assessment Form was prepared for this project and a Negative Declaration was approved by Resolution 140 of 2022 by this Board of Legislators in accordance with SEQR; and an Environmental Assessment was prepared and a Finding of No Significant Impact was issued by the FAA in accordance with the National Environmental Protection Act, and

Whereas, Jefferson County anticipates grant funding from the FAA through the Airport Improvement Program in Federal Fiscal Year 2023 for the Runway 28 MALSR construction for \$2,000,000, and

Whereas, An additional grant from the FAA through the America Rescue Plan Act (ARPA) of 2021 of \$105,263 is anticipated, and

Whereas, An additional grant from the FAA through the Bipartisan Infrastructure Law (BIL) Airport Infrastructure Grants (AIG) in Federal Fiscal Year 2023 is anticipated for \$1,794,428, and

Whereas, Grant funding from New York State Department of Transportation (NYSDOT) in Federal Fiscal Year 2023 is anticipated for up to \$99,690, and

Whereas, The FAA BIL AIG grant requires a local share of \$99,691, and

Whereas, The County's selected airport consultant on this project, McFarland Johnson, Inc., has completed said design and coordinated the bidding process and recommends that the low bidder, Baseline King Corporation, be awarded the construction contract in the amount of \$3,748,519.05, and

Whereas, It is necessary to authorize agreements with Baseline King Corporation in the amount

of up to \$3,748,519.05 for construction and with McFarland Johnson, Inc. for construction administration and project construction representative services in the amount of up to \$322,318, and

Whereas, The County is expected to incur up to \$28,235 in administrative, preliminary, and reimbursable expenses in relation to the project.

Now, Therefore, Be it Resolved, That Jefferson County enter into agreements with the FAA to accept grant funds through the Airport Improvement Program in the amount of \$2,000,000; grant funds through ARPA in the amount of \$105,263; and through BIL AIG in the amount of \$1,794,428, and be it further

Resolved, That Jefferson County enter into an agreement with NYSDOT to accept grant funds in an amount up to \$99,690, and be it further

Resolved, That Jefferson County enter into agreements with Baseline King Corporation for up to \$3,748,519.05 for the construction of the project and with McFarland Johnson Inc. in the amount of up to \$322,318 for construction administration and project representative services, and be it further

Resolved, Upon award of the FAA grants the Chairman of the Board is hereby authorized to execute said agreements on behalf of the County, including any change orders as recommended by the airport manager not to exceed the funding available, subject to approval by the County Attorney as to form and content, and be it further

Resolved, That the 2022 County Budget is hereby amended as follows:

Increase:

Revenue

20900600 94589	Federal Aid – Airport Capital Projects	\$ 3,899,691
20900600 93589	Airport State Aid – DOT	99,690

Expenditure

20561000 02097	Airfield Lighting	\$ 4,099,072
----------------	-------------------	--------------

Decrease:

Expenditure

20561000 02001	Airport Facility	\$ 99,691
----------------	------------------	-----------

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 2022 County Budget in Relation to the Watertown International Airport

By Legislator: _____

Whereas, The Watertown International Airport is required to maintain runways, taxiways and aprons in accordance with the Snow and Ice Control Plan approved by the Federal Aviation Administration to comply with 14 CFR Part 139, and

Whereas, The purchase of parts and materials is required to maintain operations associated with the upcoming winter season and price increases are driving up costs, and

Whereas, Funds are available for transfer within the airport budget including revenue from fuel sales.

Now, Therefore, Be It Resolved, That the 2022 County Budget is amended as follows:

Increase:

Expenditure

01561000 04211	Building/Property Maintenance	\$ 16,000
01561000 043101	Internal Fleet Expense	10,000
01561000 04589	Gravel, Sand and Stone	15,000
01561100 04575	Cost of Fuel & Oil Sales	5,000

Revenue

01561000 91776	FBO Sale of Fuel & Oil	\$ 10,000
----------------	------------------------	-----------

Decrease:

Expenditure

01561100 04312	Automobile Rental/Leased Refueler	\$ 36,000
----------------	-----------------------------------	-----------

Seconded by Legislator: _____

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing Agreement with the NYS Unified Court System
for Cleaning and Maintenance of Court Facilities

By Legislator: _____

Whereas, Counties are required by law to furnish and maintain adequate court facilities for use by State Courts, and

Whereas, Pursuant to Chapter 686 of the Laws of 1996, New York State was designated with fiscal responsibility for managing interior cleaning and minor repairs within court facilities, and required to contract with counties for such maintenance, and

Whereas, Pursuant to Resolution 28 of 2019, Jefferson County entered into an agreement with the NYS Unified Court System for the provision of cleaning and maintenance services to the local courts during the period April 1, 2018 through March 31, 2023 in consideration of reimbursement by the NYS Unified Court System to the County for actual costs for cleaning and maintenance, and

Whereas, The maximum compensation for the 2022-2023 period shall be \$237,213.

Now, Therefore, Be It Resolved, That Jefferson County enter into an agreement with the NYS Unified Court System for the provision of cleaning and maintenance services to the local courts for the period April 1, 2022 through March 31, 2023 in consideration of reimbursement by the NYS Unified Court System to the County for actual costs for cleaning and maintenance in the amount of \$237,213, and be it further

Resolved, That the Chairman of the Board of Legislators be and is hereby authorized and directed to execute such agreement on behalf of Jefferson County, subject to approval by 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 Jefferson County to be Lead Agency under the State Environmental Quality Review Act for the Purpose of the 2022 Inclusion of Viable Agricultural Land to Existing Agricultural Districts, and Making a Determination of Non-significance

By Legislator: _____

Whereas, New York State Agriculture and Markets Law Article 25AA, Section 303-b requires Counties to establish an annual thirty day period within which to accept requests by landowners to have viable agricultural land included in a certified Agricultural District, and

Whereas, The Jefferson County Board of Legislators passed Resolution 98 of 2004, Establishing an Annual Thirty Day Period from June 1 to June 30 for Landowners to Submit Proposals to Include Viable Agricultural Land within an Existing Agricultural District Before the District's Established Review Period, and

Whereas, In accordance with Section 303-b of Article 25AA of the New York State Agriculture and Markets Law, the requests for inclusion during the 2022 request period were referred to the Agriculture and Farmland Protection Board for review and recommendation, and

Whereas, The inclusion of viable agricultural land within an existing Agricultural District before the District's established review period is an action subject to environmental review in accordance with Article 8 of the New York State Environmental Conservation Law, State Environmental Quality Review (SEQR) Act, and

Whereas, An Environmental Assessment Form 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. _____

2022 Inclusion of Viable Agricultural Land in Certified Agricultural Districts Before
the Districts' Established Review Periods

By Legislator: _____

Whereas, New York State Agriculture and Markets Law Article 25AA, Section 303-b requires Counties to establish an annual thirty day period within which to accept requests by landowners to have viable agricultural land included in a certified Agricultural District, and

Whereas, The Jefferson County Board of Legislators passed Resolution No. 98 of 2004, Establishing an Annual Thirty Day Period from June 1 to June 30 for Landowners to Submit Proposals to Include Viable Agricultural Land within an Existing Agricultural District Before the District's Established Review Period, and

Whereas, In accordance with Section 303-b of Article 25AA of the New York State Agriculture and Markets Law, the 2022 requests for inclusion were referred to the Agriculture and Farmland Protection Board for review and recommendation, and

Whereas, The recommendation of the Agriculture and Farmland Protection Board has been submitted to this Board, and

Whereas, A public hearing was held on October 4, 2022 to receive public comments, and

Whereas, The Jefferson County Board of Legislators has reviewed the requests for inclusion, the recommendation of the Jefferson County Agricultural and Farmland Protection Board, and the Public Hearing record concerning the inclusion of viable agricultural land in certified agricultural districts before the districts' established review periods.

Now, Therefore, Be It Resolved, That, pursuant to Agriculture and Markets Law Article 25 AA, Section 303-b, the Jefferson County Board of Legislators does hereby approve the inclusion of 5 parcels consisting of 672.08 acres to existing Agricultural Districts.

Seconded by Legislator: _____

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing an Agreement with the Community Action Planning Council
to Promote Fair and Equal Housing

By Legislator: _____

Whereas, Jefferson County is the grant recipient of U.S. Department of Housing and Urban Development funding from the Community Development Block Grant and HOME Programs, and said funds are committed to housing assistance programs for income eligible County residents, and

Whereas, To ensure compliance with funding requirements the County is obligated to promote and further fair and equal housing opportunities for residents of Jefferson County consistent with federal legislation and regulations, and

Whereas, To accomplish this objective the County has annually entered into a contract for the provision of fair housing services including acting as the County's fair housing office for public education, information and referral, and complaint assistance, and

Whereas, Funds for a fair housing contract are appropriated in the 2022 County Budget.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized to enter into an agreement with the Community Action Planning Council in the amount of \$8,000 for promoting and furthering fair and equal housing opportunities in the County for the period October 1, 2022 through September 30, 2023, subject to the approval of the County Attorney.

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 2022 County Budget in Relation to
the HOME Investment Partnership Grant Program

By Legislator: _____

Whereas, By Resolution 105 of 2020, Jefferson County, acting as lead County on behalf of the North Country HOME Consortium, was authorized to submit applications to the U.S. Department of Housing and Urban Development for HOME Investment Partnership Program Grants for Fiscal Years 2021, 2022 and 2023 to assist in providing affordable housing resources within the Consortium area, and

Whereas, Jefferson County, as lead County of the Consortium, has been awarded a 2022 HOME Grant in the amount of \$911,802 for the purpose outlined above.

Now, Therefore, Be It Resolved, That the 2022 County Budget be amended as follows:

Increase:

Revenue		
30866800 94995	Federal Aid - HOME Program	\$ 911,802
Expenditure		
30898900 04001	HOME Program	\$ 911,802

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 Inter-Municipal Agreement with the City of Watertown
Regarding Pedestrian Safety Improvements

By Legislator: _____

Whereas, The City of Watertown has identified a need to make pedestrian safety improvements,
and

Whereas, There is a need to construct sidewalks and sidewalk ramps that impact the southeast
quadrant of the intersection of Arsenal and Sherman Streets, which property is owned by
Jefferson County, and

Whereas, New York State and Federal Highway Aid funding the project require the City to have
an agreement in place for construction activity on all property not owned by the City, and

Whereas, The County will be required to assume ownership of all improvements following
project construction.

Now, Therefore, Be It Resolved, That Jefferson County enter into an agreement with the City of
Watertown as required for pedestrian safety improvements at the intersection of Arsenal and
Sherman Streets, and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute said
agreement on behalf of the County, subject to approval by 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. _____

Amending 2022 County Budget in Relation to Road Fund

By Legislator: _____

Whereas, The increased cost of road striping will exceed budget appropriation, and

Whereas, Funds are available for transfer within the Road Fund.

Now, Therefore, Be It Resolved, That the 2022 County Budget is amended as follows:

Increase:

05331000 04480	Highway Pavement Marking	\$ 100,000
----------------	--------------------------	------------

Decrease:

05511000 01110	Temporary	\$ 100,000
----------------	-----------	------------

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. _____

Authorizing Agreements in Relation to the Supervision & Treatment
Services for Juveniles Program

By Legislator: _____

Whereas, New York State Office of Children and Family Services has awarded Jefferson County \$138,110 for the provision of services and programs as alternatives to detention through the Supervision and Treatment Services for Juveniles (STSJP) Program, and

Whereas, Available funding has been included in the 2022 County Budget and it is necessary to authorize agreements with the Jefferson County Children's Home for \$133,610 and the Resolution Center of Jefferson and Lewis Counties for \$4,500, for the period October 1, 2022 through September 30, 2023, for the provision of STSJP services.

Now, Therefore, Be It Resolved, That Jefferson County hereby accepts said grant award, and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute agreements with the Jefferson County Children's Home (\$133,610 for a term ending 9/30/23) and the Resolution Center of Jefferson and Lewis Counties (\$4,500 for a term ending 9/30/23), and any and all documents as may be required to fulfill the requirements of this grant award on behalf of Jefferson County, subject to approval by 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 Agreement for Raise the Age Relative to Probation Department

By Legislator: _____

Whereas, New York State has directed implementation of Raise the Age and has provided grant funding in the amount of \$84,114 through the Division of Criminal Justice Services (DCJS), and

Whereas, Said grant funds a Probation Officer to cover all Raise the Age related activities including related training, and

Whereas, Funding has been allocated in the Adopted 2022 County Budget, and

Whereas, An agreement needs to be authorized with DCJS for this funding for the period of April 1, 2021 through March 30, 2022.

Now, Therefore, Be It Resolved, That the Chairman of the Board is authorized to electronically execute the above referenced agreement on behalf of Jefferson County.

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
