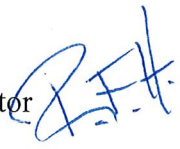


County of Jefferson
Office of the County Administrator

Historic Courthouse
195 Arsenal Street, 2nd Floor
Watertown, NY 13601-2567
Phone: (515) 785-3075 Fax: (515) 785-5070



August 24, 2023

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, August 29, 2023, 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. Authorizing Agreement Extension and Increase for the New York State Board of Elections Absentee Ballot Pre-Paid Postage Grant and Amending the 2023 County Budget in Relation Thereto
2. Upgrading an Employment and Training Department Position
3. Urging the Governor to Veto A.04282B/S.3505B in Regard to Moving Elections to Even-Numbered Years

General Services Committee Sponsored Resolutions:

1. Amending the 2023 County Budget in Relation to the Watertown International Airport
2. Amending the 2023 County Budget to Recognize Insurance Recovery and Allocating Same in Sheriff's Department Budget

Health & Human Services Committee Sponsored Resolutions:

1. Amending 2023 County Budget Relative to Social Service Department Accounts

2. Establishing Two Caseworker Positions and One Case Supervisor-Grade A Position Within Social Services and Amending the 2023 County Budget in Relation Thereto

Informational Items:

1. Revenue and Expenditure Spreadsheet
2. Monthly Departmental Reports
County Clerk
Health Benefits Report

If any Committee member has inquiries regarding any agenda items, 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. _____

Authorizing Agreement Extension and Increase for the New York State Board of Elections
Absentee Ballot Pre-Paid Postage Grant and
Amending the 2023 County Budget in Relation Thereto

By Legislator: _____

Whereas, By Resolution 195 of 2022, this Board of Legislators authorized an agreement with the NYS Board of Elections to accept a Absentee Ballot Pre-Paid Postage Grant in the amount of \$26,653.43 for the period of July 1, 2022 through December 31, 2022, and

Whereas, The purpose of said grant is to cover expenses related to providing postage paid return envelopes for all absentee ballots, and

Whereas, There are \$328.41 remaining grant funds for which the NYS Board of Elections will extend the contract for the period of December 31, 2022 through December 31, 2023, and

Whereas, Additional funding of \$26,653.43 has been awarded for the contract period December 31, 2022 through December 31, 2023.

Now, Therefore, Be It Resolved, That Jefferson County hereby accepts said funding and the Chairman of the Board is authorized to execute said amended agreement and extension on behalf of Jefferson County, subject to approval by the County Attorney as to form and content, and be it further

Resolved, That the 2023 County Budget is hereby amended as follows:

Increase:

Revenue

01145000 93089	State Aid Other General Government	\$26,653.43
01000000 30599	Appropriated Fund Balance	328.41

Expenditure

01145000 01110	Temporary	\$ 3,000.00
01145000 04110	Office Supplies	981.84
01145000 04116	Postage	20,000.00
01145000 04117	Printing	3,000.00

Seconded by Legislator: _____

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Upgrading an Employment and Training Department Position

By Legislator: _____

Whereas, The Jefferson County Department of Employment and Training has the need for a further administrative and supervisory professional position in consideration of succession planning, and

Whereas, The Director of Employment and Training recommends upgrading a vacant Senior Employment and Training Coordinator position to ensure the continuity of the department and to enhance services, and

Whereas, The recommended upgrade is to Assistant Employment and Training Director, which title already exists in the Management Schedule, and

Whereas, Sufficient funding exists in the Adopted 2023 Budget.

Now, Therefore, Be It Resolved, That the position 6340-029 in the Employment and Training Department be upgraded to Assistant Employment and Training Director at Grade VII of the Management Schedule.

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. _____

Urging the Governor to Veto A.04282B/S.3505B
in Regard to Moving Elections to Even-Numbered Years

By Legislator: _____

Whereas, The Jefferson County Board of Legislators believes that increasing participation in the election process and reducing costs of government operations are in the best interest of the County, and

Whereas, Keeping local elections separate and apart from State and Federal elections affords voters more time and focus to better understand important local issues, and

Whereas, Keeping local elections separate and apart provides for more thoughtful consideration to be given to vitally important municipal offices being filled, without having to compete with national and state-level campaigns for attention, and

Whereas, Versions of the referenced legislation have been introduced in previous years and failed to reach the floor for a vote due to lack of support, and

Whereas, This legislation circumvented the legislative committee process during the session with no public hearing, no engagement with local elections commissioners and other stakeholders, limiting public input and understanding of the impacts, and

Whereas, This legislation was proposed as a savings to municipalities, but there has been no financial analysis nor operational analysis of the impacts on local Boards of Elections, and

Whereas, With this legislation, at least one election would continue to be held in odd numbered years so all election infrastructure will still need to be in place, and

Whereas, Local municipalities have for decades had the ability to change their elections to even-numbered years and have chosen not to do so, and

Whereas, This legislation removes local control and places another unfunded mandate on municipalities.

Now, Therefore, Be It Resolved, That the Jefferson County Board of Legislators urges New York State Governor Hochul to utilize her veto authority on A.04282B/S.3505B, and be it further

Resolved, That this resolution shall be delivered to NYS Governor Kathy Hochul, Senator Mark Walczyk, Assemblyman Ken Blankenbush, Assemblyman Scott Gray, Assemblyman William Barclay, and the New York State Association of Counties.

Seconded by Legislator: _____

Department	Revenue through end of July 2022	Revenue through end of July 2023	2023 Amended Budget July = 58.30%	2022 Revenue as % of 2022 BUD	2023 Revenue as % of 2023 BUD
1045 - General Items 01	\$114,628,395	\$118,506,965	\$89,270,769	78.83%	77.39%
1165 - District Attorney 01	\$162,030	\$382,444	\$210,376	51.54%	105.98%
1170 - Public Defender 01	\$109,395	\$177,806	\$503,187	12.67%	20.60%
1325 - Treasurers Department 01	\$11,015	\$12,804	\$12,826	64.79%	58.20%
1345 - Purchasing 01	\$26,703	\$22,631	\$55,385	33.38%	23.82%
1355 - Real Property Tax Services 01	\$361,047	\$449,094	\$271,267	86.61%	96.52%
1410 - County Clerk 01	\$1,112,370	\$1,089,898	\$1,068,348	52.94%	59.48%
1420 - County Attorney 01	\$186,910	\$217,646	\$327,646	34.81%	38.73%
1430 - Human Resources 01	\$3,055	\$59,752	\$74,624	33.94%	46.68%
1436 - Insurance Department 01	\$0	\$0	\$42,442	0.00%	0.00%
1450 - Board of Elections 01	\$8,911	\$100	\$554	9.35%	10.51%
1620 - Buildings 01	\$316,791	\$349,068	\$638,276	30.85%	31.88%
1680 - Information Technology 01	(\$51,081)	\$0	\$37,895	-96.38%	0.00%
2490 - Education 01	\$0	\$182,754	\$58,300	0.00%	182.75%
3110 - Sheriff - Criminal & Civil Div 01	\$232,745	\$287,892	\$526,917	47.39%	31.85%
3140 - Probation 01	\$45,677	\$55,121	\$413,493	9.46%	7.77%
3315 - STOP DWI Program 01	\$81,477	\$41,576	\$81,250	69.74%	29.83%
3410 - Fire & Emergency Management 01	\$347,393	\$521,000	\$1,852,239	47.88%	16.40%
3510 - Dog Control 01	\$17,674	\$34,838	\$216,848	4.52%	9.37%
3620 - Code Enforcement 01	\$61,518	\$90,283	\$58,300	61.52%	90.28%
4050 - Public Health 01	\$1,372,554	\$1,281,071	\$3,882,433	13.93%	19.24%
4310 - Mental Health Services 01	\$6,926,563	\$6,524,895	\$7,191,256	63.35%	52.90%
5610 - Airport 01	\$1,120,976	\$1,227,658	\$1,257,212	48.12%	56.93%
6010 - Social Services Administration 01	\$6,292,382	\$9,863,646	\$6,636,098	59.50%	86.65%
6070 - Services for Recipients 01	\$8,806,513	\$10,387,145	\$13,940,230	39.94%	43.44%
6510 - Veterans Service Agency 01	\$0	\$0	\$45,813	0.00%	0.00%
6540 - Consumer Affairs - County Seal 01	\$43,080	\$38,517	\$49,754	58.20%	45.13%
6772 - Office for the Aging 01	\$359,052	\$821,050	\$935,265	17.37%	51.18%
8020 - Planning 01	\$83,948	\$84,104	\$57,544	96.49%	85.21%
8730 - Forestry 01	\$18,500	\$28,700	\$0	#Error	#Error
8990 - Employee Benefits 01	\$0	\$0	\$23,320	0.00%	0.00%
8992 - Interfund Transfers 01	\$594,382	\$186,000	\$198,803	100.00%	54.55%
01 - General Fund	\$143,279,976	\$152,924,454	\$129,938,669	67.58%	68.61%
9003 - Highway 05	\$11,082,387	\$12,594,902	\$9,880,712	73.75%	74.31%
9004 - Road Machinery 10	\$2,821,023	\$3,249,856	\$1,914,140	97.58%	98.98%
9101 - Solid Waste - Recycling 15	\$2,527,870	\$2,315,941	\$2,734,270	67.73%	49.38%
9006 - Capital 20	\$2,535,084	\$10,063,926	\$42,237,222	6.93%	13.89%
1045 - General Items 21	\$2,225,384	\$1,160,984	\$9,169,174	21.62%	7.38%
6340 - Employment and Training 25	\$1,066,178	\$1,053,482	\$1,802,090	40.74%	34.08%
1436 - Insurance Department 35	\$2,162,258	\$2,266,322	\$1,487,935	85.58%	88.80%
9021 - Health Benefits 40	\$12,645,026	\$13,117,529	\$13,863,159	54.59%	55.16%
9023 - Occupancy Tax 50	\$344,705	\$177,384	\$270,687	63.87%	38.20%
9150 - Debt Service 55	\$1,121,161	\$1,176,903	\$1,300,978	50.15%	52.74%
Total All Funds	\$181,811,052	\$200,101,684	\$214,599,036	58.35%	54.36%

Department	Spending through end of July 2022	Spending through end of July 2023	2023 Amended Budget July = 58.30%	2022 Spending as % of 2022 BUD	2023 Spending as % of 2023 BUD
1010 - Legislative Board 01	\$645,139	\$633,663	\$698,678	53.77%	52.87%
1045 - General Items 01	\$25,105,399	\$26,112,555	\$26,319,100	60.12%	57.84%
1165 - District Attorney 01	\$1,240,196	\$1,336,942	\$1,548,383	50.21%	50.34%
1170 - Public Defender 01	\$790,156	\$808,397	\$1,179,963	43.13%	39.94%
1325 - Treasurers Department 01	\$334,802	\$390,404	\$406,713	47.94%	55.96%
1345 - Purchasing 01	\$339,673	\$297,790	\$377,278	56.22%	46.02%
1355 - Real Property Tax Services 01	\$465,451	\$513,001	\$655,780	48.41%	45.61%
1410 - County Clerk 01	\$1,061,166	\$1,077,619	\$1,256,894	58.06%	49.98%
1420 - County Attorney 01	\$1,046,022	\$1,138,017	\$1,631,598	38.34%	40.66%
1430 - Human Resources 01	\$304,676	\$322,853	\$407,251	55.13%	46.22%
1436 - Insurance Department 01	\$568,316	\$824,042	\$553,416	93.11%	86.81%
1450 - Board of Elections 01	\$515,021	\$482,682	\$595,256	50.98%	47.27%
1620 - Buildings 01	\$2,167,551	\$2,412,767	\$2,438,156	56.89%	57.69%
1680 - Information Technology 01	\$828,486	\$872,688	\$977,484	47.54%	52.05%
1910 - Special Items 01	\$1,486	\$282	\$821,301	0.08%	0.02%
2490 - Education 01	\$5,474,989	\$5,623,259	\$3,368,821	96.61%	97.31%
3110 - Sheriff - Criminal & Civil Div 01	\$8,772,451	\$9,466,798	\$10,761,063	54.06%	51.29%
3140 - Probation 01	\$2,006,046	\$2,203,257	\$2,551,152	51.63%	50.35%
3315 - STOP DWI Program 01	\$48,630	\$68,922	\$88,696	41.62%	45.30%
3410 - Fire & Emergency Management 01	\$2,157,099	\$2,834,891	\$4,534,163	49.12%	36.45%
3510 - Dog Control 01	\$170,557	\$191,900	\$240,567	41.49%	46.51%
3620 - Code Enforcement 01	\$282,702	\$331,942	\$390,022	55.38%	49.62%
4050 - Public Health 01	\$3,547,738	\$4,236,083	\$5,451,703	34.75%	45.30%
4310 - Mental Health Services 01	\$6,666,826	\$7,335,366	\$9,841,551	46.69%	43.45%
5610 - Airport 01	\$1,683,588	\$2,144,878	\$2,072,691	54.99%	60.33%
6010 - Social Services Administration 01	\$10,147,827	\$10,529,141	\$12,610,512	49.69%	48.68%
6030 - Adult Care Facility 01	\$500,000		\$0	100.00%	NaN
6070 - Services for Recipients 01	\$19,096,080	\$21,881,615	\$27,063,003	43.36%	47.14%
6510 - Veterans Service Agency 01	\$95,044	\$100,943	\$119,295	53.26%	49.33%
6540 - Consumer Affairs - County Seal 01	\$91,200	\$99,682	\$120,053	54.55%	48.41%
6772 - Office for the Aging 01	\$1,167,274	\$1,136,927	\$1,692,087	34.70%	39.17%
8020 - Planning 01	\$284,727	\$310,325	\$452,311	36.43%	40.00%
8730 - Forestry 01	\$114,415	\$114,577	\$100,276	67.70%	66.61%
8989 - Public Benefit Agencies 01	\$1,255,325	\$1,257,143	\$1,036,969	70.67%	70.68%
8990 - Employee Benefits 01	\$3,285,787	\$3,368,852	\$4,092,915	39.64%	47.99%
8992 - Interfund Transfers 01	\$14,457,491	\$21,621,295	\$12,950,231	96.04%	97.34%
01 - General Fund	\$116,719,337	\$132,081,496	\$139,405,333	53.76%	55.24%
9003 - Highway 05	\$10,982,689	\$10,485,772	\$9,882,946	72.84%	61.86%
9004 - Road Machinery 10	\$2,034,150	\$2,687,690	\$2,203,060	61.83%	71.12%
9101 - Solid Waste - Recycling 15	\$1,818,055	\$2,509,067	\$2,965,225	48.54%	49.33%
9006 - Capital 20	\$13,710,538	\$18,288,382	\$48,647,539	27.43%	21.92%
1045 - General Items 21	\$3,383,358	\$3,179,220	\$9,314,268	32.86%	19.90%
6340 - Employment and Training 25	\$1,319,498	\$1,190,236	\$1,817,435	47.90%	38.18%
1436 - Insurance Department 35	\$1,074,520	\$1,291,806	\$1,487,935	42.53%	50.62%
9021 - Health Benefits 40	\$12,253,916	\$12,593,725	\$13,863,204	52.90%	52.96%
9023 - Occupancy Tax 50	\$373,300	\$439,300	\$270,687	99.94%	94.62%
9150 - Debt Service 55	\$1,113,587	\$1,114,075	\$1,300,978	49.81%	49.92%
Total All Funds	\$164,782,947	\$185,860,769	\$231,158,611	49.85%	46.88%

Statement of County Clerk's 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 July 1, 2023 through July 31, 2023 as follows:

DMV Fees:

CC06 Retention	\$ 47,333.41
CC05 Sales Tax Ret	\$ 506.00
CC05 FS-6 Ret	\$ 679.00
Total	\$ 48,518.41

Land Records Fees:

CC07 Recording Fees	\$ 52,910.55
CC07 Filing Fees	\$ 2,500.00
CC07 Passport Fes	\$ 1,050.00
CC07 Photo Fees	\$ 340.00
CC07 RETT	\$ 423.00
CC07 RP5217 Ret	\$ 3,150.00
CC07 Notary Ret	\$ 420.00
CC07 NY Ed. Ret/RM	\$ 1,337.00
CC07 UCC's	\$ 1,400.00
CC07 Miscellaneous	\$ 212.00
CC07 General Int.	\$ 46.84
CC07 DMV Int.	\$ 11.01
CC07 Cover Page Fee	\$ 4,815.00
CC07 Overages	\$ 268.75
CC07 Copy Fees	\$ 3,776.47
CC07 E-Subscription	\$ 8,379.00
Total	\$ 81,039.62

Mortgage Tax Fees:

CC07 Expense	\$ 29,083.00
CC07 Interest	\$ 2.99
Total	\$ 29,085.99

Total By Account

CC05	\$ 1,185.00
CC06	\$ 39,525.81
CC07	\$ 83,923.31
CC08	\$ 9,405.00
CC50	\$ -
PROJECT TR50	\$ 1,500.00
TT61	\$ -
Total	\$ 135,539.12

Court Record Fees:

CC08 Index Fees	\$ 9,350.00
CC08 Misc. Court	\$ 55.00
CC50 County Fines	\$ -
Total	\$ 9,405.00

Fees Collected for Other Depts.:

TR50 Stop DWI	\$ 1,500.00
TT61 Deposit Into Court	\$ -
Total	\$ 1,500.00

Adjustments (Deductions):

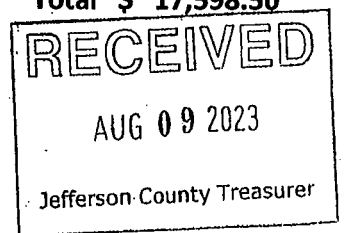
CC06 DMV Online Revenue:	
June	\$ 7,807.60
	\$ -
Total	\$ 7,807.60

CC07 Credit Cards	\$ 8,383.80
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CC07 Notaries: Vouchers	\$ -
Online	\$ 220.00
	\$ -
Total	\$ 220.00

CC07 Incorporations:	
	\$ -
	\$ -
Total	\$ -

CC07 Tax Sale - Rec. Fees	\$ 14,446.50
Tax Sale - RETT	\$ 3,152.00
Tax Sale - Misc.	\$ -
Total	\$ 17,598.50



I received from Gizelle J. Meeks, Jefferson County Clerk the sum of: \$ **135,539.12**

8/10/23
Date

Deena L Kimball
Jefferson County Treasurer/Deputy

Health Benefit Report

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Accrual/ Rebates	Total	Adopted Budget
2023	1,725,821	2,063,382	2,335,068	1,949,665	2,152,515	2,147,317	1,942,590							14,316,357	22,000,000
2022	1,537,896	1,842,588	2,730,790	1,241,092	1,899,488	1,836,289	1,723,927	2,195,618	1,714,200	1,848,532	1,832,888	1,823,947	-849	22,226,406	21,500,000
2021	1,391,643	1,360,776	1,840,634	1,111,871	1,724,818	1,979,876	1,644,478	1,148,699	1,904,488	1,740,311	1,952,912	1,736,020	913,753	20,450,280	22,500,000
2020	2,000,523	1,959,018	1,955,959	1,611,645	1,645,789	1,474,318	2,086,246	1,622,635	2,008,568	1,731,176	1,597,596	1,493,882	-1,543,303	19,644,052	21,100,000
2019	1,706,282	1,487,006	1,495,967	1,370,373	1,733,868	1,533,132	1,751,872	1,629,898	1,867,896	2,059,652	1,836,676	1,687,820	-625,042	19,535,402	22,100,000
2018	1,592,534	1,785,350	2,113,093	1,848,874	1,279,299	1,162,251	1,400,942	1,999,071	1,431,052	1,862,490	1,355,279	1,583,609	-967,059	18,446,785	21,500,000
2017	1,529,529	1,866,306	1,825,608	1,572,248	1,819,815	1,815,944	1,488,988	1,596,965	1,511,099	1,561,197	1,876,330	1,697,642	-188,804	19,972,868	21,500,000
2016	1,633,556	1,631,731	1,966,926	1,395,394	1,555,709	1,782,977	1,674,534	1,427,421	1,982,882	1,689,937	1,380,652	1,715,106	-174,186	19,662,639	19,500,000
2015	1,447,909	1,711,206	1,323,090	1,832,204	1,671,467	1,478,813	1,659,141	1,336,322	1,720,703	1,832,887	1,294,288	2,045,210	-1,169,591	18,183,649	17,950,000
2014	1,278,930	1,130,181	1,468,292	1,665,269	1,460,980	1,536,745	1,449,695	1,374,535	1,203,417	1,289,949	1,380,933	1,362,655	275,388	16,876,970	16,000,000
2013	579,446	894,308	1,505,686	1,533,248	1,273,873	1,186,989	924,809	1,435,050	1,133,361	1,286,329	1,208,752	1,523,899	702,604	15,188,353	16,000,000
2012	701,835	1,236,667	1,325,449	958,983	1,333,307	1,090,308	1,234,885	1,319,356	1,470,833	1,356,075	1,286,161	1,390,545	468,831	15,173,236	16,500,000
2011	1,299,479	1,252,851	1,326,540	1,150,034	1,174,784	1,306,781	1,133,739	1,046,098	1,173,697	1,337,826	1,057,304	1,347,532	-278,692	14,327,973	17,200,000
2010	1,077,789	1,095,074	1,154,761	1,114,950	1,040,417	1,115,092	1,213,479	1,187,037	1,222,667	1,366,459	1,245,518	1,163,920	108,292	14,105,456	15,700,000
2009	1,027,412	1,084,751	1,246,381	1,165,052	1,188,985	1,244,707	1,083,067	1,190,211	1,179,638	1,313,914	1,128,054	1,019,671	-45,041	13,826,803	13,700,000

Monthly Average Percent

7.59%	8.20%	9.38%	7.89%	8.39%	8.24%	8.30%	8.26%	8.72%	9.02%	8.27%	8.70%	-0.95%	100.00%
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Estimated Cost Scenarios 2023 Budget 22,000,000

Average % compared to rest of years

2016-2022 Average Cost percentage by month/year total 58.96%
Estimated 2023 Cost 24,281,276 (2,281,276)

2022 Cost percentage by month/year total 57.64%
Estimated 2023 Cost 24,836,047 (2,836,047)

Straight 12 Month Cost by average month to date 24,542,326 (2,542,326)