

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



November 30, 2023

TO: Members of Finance & Rules Committee
FROM: Robert F. Hagemann, III, County Administrator *R.F.H.*
SUBJECT: Finance & Rules Committee Agenda

Please let this correspondence serve as notification that the Finance & Rules Committee will meet on ***Tuesday, December 5, 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. Levying 2024 Taxes and Assessments for Annual Town Budgets
2. Levying 2024 Consolidated Health District Taxes
3. Levying Returned Delinquent 2023 School Taxes
4. Levying Returned Delinquent 2023 Village Taxes
5. Directing the Completion of the Tax Rolls and the Execution and Delivery of Warrants
6. Authorizing Accounts Payable Year End Adjustments to 2023 County Budget
7. Calling for Organizational Meeting of the 2024-2025 Jefferson County Board of Legislators
8. Amending the 2023 County Budget in Relation to State Retirement Costs
9. Revising Premium Equivalents for Jefferson County Government Employees Health Benefits Program
10. Payment of Legislators' Expenses

11. Amending Jefferson County Administrative Policies and Procedures for Management and Management Confidential Employees and Approving Management Compensation Plan
12. Authorizing an Agreement With the Development Authority of the North Country for Technical Services in Relation to the Demolition of the Former Abbass Foods Warehouse.
13. Authorizing Use of Jefferson Community College Rental Income Funds to Match State Aid in Relation to Facilities Master Plan Project to Revitalize Campus Tennis Courts
14. Appointing Director of Insurance
15. Appointing Medical Director for the Article 28 Diagnostic and Treatment Center
16. ReAppointing Representatives to Development Authority of the North Country
17. ReAppointing Member to Jefferson County Industrial Development Agency
18. Approving Reappointment and Appointments to the Jefferson County Planning Board
19. Approving Appointment to the Sports Fishery Advisory Board
20. Authorizing Agreements with the Federal Aviation Administration, the New York State Department of Transportation and McFarland Johnson Inc. in Relation to Watertown International Airport Aircraft Rescue Fire Fighting Equipment Acquisition, State Environmental Quality Review Determination Thereto, and Amending the 2023 County Budget and Capital Plan in Relation Thereto
21. Authorizing Agreements with the New York State Department of Transportation and McFarland Johnson, Inc. in Relation to Watertown International Airport Hangar D Rehabilitation, State Environmental Quality Review Determination Thereto, and Amending the 2023 County Budget and Capital Plan in Relation Thereto
22. Amending the 2023 County Budget and Capital Plan in Relation to the Watertown International Airport Runway 28 Medium-Intensity Approach Lighting System with Runway Alignment Indicator Lights (MALSR)

General Services Committee Sponsored Resolutions:

1. Amending the 2023 County Budget in Relation to the District Attorney's Department
2. Recognizing Increased Funding for State Aid to Prosecution, Establishing a Senior Assistant District Attorney Position and Amending 2024 County Budget in Relation Thereto
3. Authorizing Agreement and Amending the 2023 County Budget in Relation to the FY23 State Homeland Security Program Grant
4. Amending the 2023 County Budget in Relation to the County Road Machinery Fund

5. Amending the 2023 County Budget in Relation to the County Road Fund
6. Amending the 2023 County Budget in Relation to Recycling & Waste Management
7. Amending the 2023 County Budget to Recognize Insurance Recovery and Allocating Same in Sheriff's Department Budget
8. Authorizing Agreement and Amending the 2023 County Budget in Relation to the State FY23 State Law Enforcement Terrorism Prevention Program Grant
9. Authorizing FY2023 Operation Stonegarden Grant Agreement and Amending the 2023 County Budget in Relation Thereto
10. Recognizing NYS Governor's Traffic Safety Committee Child Passenger Safety Program Grant and Amending the 2023 County Budget in Relation Thereto

Health & Human Services Committee Sponsored Resolutions:

1. Amending the 2023 County Budget Relative to Mental Health Programs
2. Amending the 2023 County Budget to Allocate Additional State Aid for Credo Community Center for the Treatment of Addictions
3. Amending 2023 County Budget Relative to Social Service Department Accounts

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. _____

Levying 2024 Taxes and Assessments for Annual Town Budgets

By Legislator: _____

Whereas, There has been presented to this Board of Legislators a duly certified copy of the Annual Budget for the several towns of the County of Jefferson for the fiscal year beginning January 1, 2024.

Now, Therefore, Be It Resolved, That, there shall be and is hereby levied and assessed upon and collected from the taxable real property situated in the following named towns outside any incorporated village wholly or partially located therein, the amount set forth after each town for such purposes as specified in the budgets of the respective towns as follows:

Adams	\$115,636.00
Philadelphia	32,613.00

Further Resolved, That there shall be and hereby are assessed and levied upon and collected from the real property liable therefore within the respective fire, fire protection, water, sewer and electric light districts in the following towns as indicated below, the following amounts for the purposes of such districts as specified in the respective annual town budgets:

Adams

Adams Center Fire	201,947.00
Smithville Fire	58,788.86
Adams Fire Protection	49,000.00
Adams Center Light	10,900.00
North Adams Heights Light	2,500.00
Adams Sewer District #1	10,000.14
Adams Center Water	32,000.00
Adams Water Dist #2	15,000.02
Omitted Taxes - County	4,360.46
Pro-Rated Taxes - County	496.63
Omitted Taxes - Town	1,307.51
Unpaid Water	6,384.36

Alexandria

Redwood Fire	183,567.00
Plessis Fire	87,000.00
Alexandria Fire Protection	238,460.00
Redwood Light Dist	11,000.00
Plessis Light Dist	3,500.00

Otter St Light Dist	4,000.00
Redwood Sewer	16,840.00
Otter St Water	20,650.00
Rt 12 Water Dist	38,280.00
Redwood Water Dist	103,950.00
Unpaid Sewer	27,510.18
Unpaid Water	24,673.68
Omitted Taxes - County	3,171.63
Omitted Taxes - Town	719.56

Antwerp

Oxbow Light	7,000.00
Antwerp Fire Protection	107,705.00
Omitted Taxes - County	5,164.34
Omitted Taxes - Town	3,126.00

Brownville

Brownville Fire District	510,000.00
Brownville Water District 1	82,871.50
Brownville Water District 2	121,360.00
Unpaid Water	9,588.52
Omitted Taxes - County	1,815.21
Omitted Taxes - Town	390.08

Cape Vincent

Cape Vincent Ambulance	250,000.00
Cape Vincent Fire Dist	153,300.00
Rosiere Light	1,000.00
Unpaid Water	8,098.81
Omitted Taxes - County	229.67
Omitted Taxes - Town	44.21

Champion

Great Bend Fire District	162,552.00
Champion Fire Protection Dist 1	69,893.00
Champion Fire Protection Dist 2	38,495.00
Great Bend Light	4,000.00
Champion Sewer District 1	63,869.00
Champion Sewer District 2	59,400.00
Unpaid Sewer	1,792.68
Unpaid Water	3,690.23
Omitted Taxes - County	11,060.81
Omitted Taxes - Town	4.95

Clayton

Clayton Ambulance	171,000.00
Clayton Fire District	598,478.76
Depauville Light Dist	6,000.00
Heritage Heights Sewer	51,600.00
Reed Point Sewer	5,185.00
Route 12 Sewer	165,058.25
Depauville Sewer	51,893.75
Unpaid Water	828.88
Omitted Taxes - County	1,105.36
Pro-Rated Taxes - County	1,762.82
Omitted Taxes - Town	343.64
Pro-Rated Taxes - Town	213.92

Ellisburg

Ellisburg Fire Protection	193,130.00
Belleville Light	4,500.00
Pierrepoint Manor Light	3,000.00
Woodville Light	1,200.00
Ellisburg Water District 1	50,320.00
Ellisburg Water District 2	87,750.00
Omitted Taxes - County	871.15
Omitted Taxes - Town	326.41

Henderson

Smithville Fire District	83,076.14
Henderson Fire	358,332.00
Library Tax	50,000.00
Henderson Light	6,000.00
Unpaid Water	18,257.61
Omitted Taxes - County	1,023.88
Omitted Taxes - Town	312.42

Hounsfield

Hounsfield Fire Protection	105,963.00
Hounsfield Water Dist 2	107,087.00
Hounsfield Water Dist 3	55,008.00
Hounsfield Water Dist 4	29,664.00
Hounsfield Water Dist 5	79,250.00
Hounsfield Water Dist 7	17,100.00
Unpaid Water	48,832.06
Omitted Taxes - County	949.28
Omitted Taxes - Town	266.65

LeRay

Leray Drainage District	1,000.00
Calcium Fire	281,863.00

Evans Mills Fire	249,500.00
Calcium FD Com Zone	90,000.00
Black River Fire Protection	108,261.00
Leray/Pamelia Fire Protection	15,943.00
Leray Fire Protection	20,996.00
Leray Light District No. 1	1,150.00
Leray Light District No. 2	7,800.00
Leray Light District No. 3	3,800.00
Leray Sewer Dist. 3	142,910.50
Leray Sewer Dist. 4	58,286.00
Leray Water 1	22,050.00
Leray Water 2	256,262.00
Leray Water 4	221,039.00
Unpaid Sewer	11,488.40
Unpaid Water	8,067.05
Omitted Taxes - County	704.49
Omitted Taxes - Town	246.94

Lorraine

Fire Protection	52,300.00
Lorraine Light	3,200.00
Omitted Taxes - County	689.18
Omitted Taxes - Town	618.38

Lyme

Fire Protection	180,000.00
Three Mile Bay Light	5,849.88
Unpaid Water	7,215.75
Omitted Taxes - County	3,346.32
Omitted Taxes - Town	407.41

Orleans

Orleans Fire District	400,999.00
Highway Item No. 1	162,302.00
LaFargeville Light	11,196.00
Fishers Landing Light	4,887.00
Omar Light	2,000.00
Fineview Light No. 1	1,242.00
Fineview Light No. 2	1,098.00
Unpaid Sewer	58,179.46
Unpaid Water	48,328.94
Unpaid Service	26,027.20
Omitted Taxes - County	357.67
Omitted Taxes - Town	57.85

Pamelia

Pamelia Sewer Dist. 2	34,607.75
Pamelia Sewer Dist. 3	50,952.00
Pamelia Sewer Dist. 4	11,802.00
Pamelia Sewer Dist. 5	8,149.00
Pamelia Sewer Dist. 8	25,143.00
Consolidated WD 1	557,180.00
Unpaid Sewer	2,594.25
Unpaid Water	4,378.77
Omitted Taxes - County	1,049.09
Pro-Rates Taxes - County	1,081.49

Philadelphia

Philadelphia Joint Ambulance	36,694.00
Philadelphia Fire Protection	131,300.00
Unpaid Water	1,389.14
Omitted Taxes - County	1,375.13
Omitted Taxes - Town	1,221.23

Rodman

Rodman Fire District	38,296.00
Rodman Light	5,000.00
Rodman Water	11,310.00
Unpaid Water	754.11
Omitted Taxes - County	656.98
Omitted Taxes - Town	152.92

Rutland

Fire District	267,684.00
Felts Mills Light	3,000.00
Tylerville Light	500.00
Rutland Sewer 1	181,203.00
Unpaid Sewer	46,356.89
Unpaid Water	81,901.70
Omitted Taxes - County	257.55
Omitted Taxes - Town	137.46

Theresa

Fire District	162,920.00
Omitted Taxes - County	1,918.89
Omitted Taxes - Town	658.01

Watertown

Watertown Fire District 1	1,366,478.00
Watertown Fire District 2	99,000.00
Watertown Sewer No. 1	18,026.04
Watertown Sewer No. 2	115,777.96

Watertown Sewer No. 3	113,658.02
Watertown Sewer No. 4	154,215.99
Watertown Water No. 1	134,102.94
Watertown Water No. 3	26,517.99
Watertown Water No. 4	109,632.01
Watertown Water No. 6	16,606.01
Unpaid Sewer	165.00
Unpaid Water	294.25
Omitted Taxes - County	180.95
Pro-Rated Taxes - County	354.50
Omitted Taxes - Town	42.36

Wilna

Natural Bridge Fire Protection	39,482.00
Carthage/Wilna Fire Protection	621,818.00
Wilna Fire Protection 2	25,000.00
Natural Bridge Light	12,500.00
Herrings Light	8,500.00
Natural Bridge Dist 2	26,865.00
Unpaid Sewer	10,010.00
Unpaid Water	19,676.21
Unpaid Service	59,929.70
Omitted Taxes - County	11,864.30
Omitted Taxes - Town	4,037.38

Worth

Fire Protection	9,000.00
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Further Resolved, The amounts to be raised by tax for all other purposes as specified in the said several budgets as presented to this Board and which are on file in the Office of the Clerk thereof, shall be assessed and levied and collected from the taxable property in the towns as enumerated below except as otherwise provided by law, namely:

Schedule

Adams	613,610.00
Alexandria	563,040.00
Antwerp	591,829.00
Brownville	461,000.00
Cape Vincent	273,650.00
Champion	1,046,915.00
Clayton	761,715.98
Ellisburg	689,492.00
Henderson	273,915.00
Hounsfield	821,096.00
LeRay	690,953.00

Lorraine	428,037.00
Lyme	322,124.00
Orleans	0.00
Pamelia	0.00
Philadelphia	580,738.00
Rodman	123,323.00
Rutland	628,709.00
Theresa	458,609.00
Watertown	0.00
Wilna	895,247.00
Worth	180,897.00

Further Resolved, That such taxes and assessments when collected shall be paid to the Supervisors of the several towns in the amounts as shown by this Resolution for distribution by them in the manner as provided by law.

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. _____

Levying 2024 Consolidated Health District Taxes

By Legislator: _____

Resolved, That, pursuant to Section 399 of the Public Health Law, there shall be and hereby is assessed and levied upon and collected from the taxable real property of the several consolidated health districts located in the below listed towns the amount set forth opposite each town as follows:

Cape Vincent	\$ 500.00
Champion	10,435.66
LeRay	600.00
Lyme	2,150.00
Theresa	500.00
Wilna	15,504.34

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. _____

Levying Returned Delinquent 2023 School Taxes

By Legislator: _____

Whereas, The Boards of Education of the several school districts in Jefferson County have transmitted to the Jefferson County Treasurer a duly verified and certified statement of the several amounts of returned delinquent 2023 School Taxes.

Now, Therefore, Be It Resolved, That, pursuant to Section 1330 of the Real Property Tax Law, there shall be and hereby is assessed and levied upon and collected from the Real Property of the several Towns as hereinafter listed, upon which the same were originally imposed, the amounts of said returned delinquent 2023 School Taxes, as certified, together with seven percentum thereon in addition, as follows:

Adams	\$	Lorraine	\$
Alexandria		Lyme	
Antwerp		Orleans	
Brownville		Pamelia	
Cape Vincent		Philadelphia	
Champion		Rodman	
Clayton		Rutland	
Ellisburg		Theresa	
Henderson		Watertown	
Hounsfield		Wilna	
LeRay		Worth	

Seconded by Legislator: _____

State of New York)
County of Jefferson) ss.:

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. _____

Levying Returned Delinquent 2023 Village Taxes

By Legislator: _____

Whereas, The Boards of Trustees of the several villages of Jefferson County have transmitted to the Jefferson County Treasurer a duly verified and certified statement of the several amounts of returned delinquent 2023 Village Taxes.

Now, Therefore, Be It Resolved, That, pursuant to Jefferson County Local Law No. 1 of the Year 1978 and Section 1442 of the Real Property Tax Law, there shall be and hereby is assessed and levied upon and collected from the Real Property of the several villages located in the Towns as hereinafter listed, upon which the same were originally imposed, the amounts of said returned delinquent 2023 Village Taxes, as certified, together with seven percentum thereon in addition, as follows:

Adams	\$	Lorraine	\$
Alexandria		Lyme	
Antwerp		Orleans	
Brownville		Pamelia	
Cape Vincent		Philadelphia	
Champion		Rodman	
Clayton		Rutland	
Ellisburg		Theresa	
Henderson		Watertown	
Hounsfield		Wilna	
LeRay		Worth	

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. _____

Directing the Completion of the Tax Rolls and
the Execution and Delivery of Warrants

By Legislator: _____

Resolved, That, pursuant to Section 900 of the Real Property Tax Law, taxes for the County for fiscal year 2024 be and are hereby levied, and the amount of tax to be paid shall be entered on each assessment roll opposite the assessment of each parcel, and be it further

Resolved, That, pursuant to Section 904 of the Real Property Tax Law, a tax warrant bearing the seal of this Board and signed by the Chairman and Clerk of this Board shall be annexed to each assessment roll, and the completed tax roll shall be delivered to the respective collecting officers prior to December 31, 2023.

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 Accounts Payable Year End Adjustments to 2023 County Budget

By Legislator: _____

Whereas, Provisions of the Federal Single Audit Act and regulations of the State Comptroller require Jefferson County to utilize modified accrual as the basis for governmental fund accounting, and

Whereas, Modified accrual accounting principles require that the County accrue accounts payable so that expenditures are generally reflected in the period for which the goods or services are received, and

Whereas, Application of this principle may result in the over expenditure of certain individual line item accounts, particularly in areas where spending is mandated by State or Federal requirements.

Now, Therefore, Be It Resolved, That the Board of Legislators herewith authorizes the County Treasurer to make adjusting entries to provide sufficient appropriations to avoid individual line item deficits upon the accrual of year end accounts payable, provided that such entries do not result in an increase in total appropriations approved by the Board of Legislators for 2023, and be it further

Resolved, That said adjusting entries shall be subject to approval by the Chairman of the Board and the County Administrator, who shall, upon completion of the year end closing, report same to the Finance & Rules Committee and Board of Legislators.

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. _____

Calling for Organizational Meeting of the 2024-2025 Jefferson County Board of Legislators

By Legislator: _____

Resolved, Pursuant to Section 151, Subdivision 1 of County Law, the organizational meeting of the Board of Legislators for 2024-2025 shall be held at 6:00 p.m. on January 2, 2024 in the Board of Legislators' Chambers, 195 Arsenal Street, Watertown, NY.

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 2023 County Budget in Relation to State Retirement Costs

By Legislator: _____

Whereas, State Retirements costs are allocated across departmental budgets with the result that some account lines are insufficient, and

Whereas, Funding is available in other benefit account lines.

Now, Therefore, Be It Resolved, That the 2023 County Budget is hereby amended as follows:

Increase:

01116500 08010	State Retirement	\$ 7,880.17
01117000 08010	State Retirement	28,526.29
01135700 08010	State Retirement	4,278.06
01143000 08010	State Retirement	6,349.49
01143600 08010	State Retirement	1,529.00
01311000 08010	State Retirement	88,708.50
01315000 08010	State Retirement	5,640.86
01341000 08010	State Retirement	3,634.74
01405100 08010	State Retirement	6,169.86
01751000 08010	State Retirement	104.44

Decrease:

01162000 08010	State Retirement	\$18,886.97
01162200 08010	State Retirement	4,225.27
01405000 08010	State Retirement	63,679.88
01314000 08010	State Retirement	66,029.29

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. _____

Revising Premium Equivalents for Jefferson County
Government Employees Health Benefits Program

By Legislator: _____

Whereas, Coincidental with the commencement of the Jefferson County Government Employees Health Benefits Program, the Jefferson County Board of Supervisors, by Resolution No. 97 of 1988, established premium equivalents to be charged to those individuals or County agencies responsible for funding the cost of their participation in the County's self funded health benefits program, and

Whereas, The County's suggested premium equivalents are based upon projected claims paid during the period January 1 through December 31, 2024, which have been added to the administrative cost-based premium equivalents.

Now, Therefore, Be It Resolved, That effective January 1, 2024, the monthly premium equivalents to be charged to those retirees or County agencies responsible for funding the cost of their participation in the Jefferson County Government Employees Health Benefits Program shall be \$1,088.46 for individual coverage and \$2,787.58 for family coverage, with the additional categories of \$868.56 for an individual with Medicare coverage and \$1,253.56 for a family with Medicare coverage, and be it further

Resolved, That the Director of Insurance is hereby directed to notify the affected parties of this revision.

Seconded by Legislator: _____

State of New York)
County of Jefferson) ss.:

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. _____

Payment of Legislators' Expenses

By Legislator: _____

Whereas, This Committee to whom claims of the members of the Board were referred, has examined and audited such claims and finds the total to be \$3,830.79 we have allowed:

Legislator Expense: \$3,830.79

Now, Therefore, Be It Resolved, That the County Treasurer be and is hereby directed to draw checks payable to the claimants as audited.

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 Jefferson County Administrative Policies and Procedures for Management and Management Confidential Employees and Approving Management Compensation Plan for 2024

By Legislator: _____

Whereas, As part of the Administrative Policies and Procedures Section 3.02 governing Management and Management Confidential employees adopted by Resolution No. 18 of 1989, as amended, the Jefferson County Board of Supervisors approved a compensation plan which provides for compensation to be paid in accordance with a schedule of grades and steps, and

Whereas, The Management Compensation Plan was re-structured in 1994, in order to provide a consistent and equitable basis for determination of salary for management and management confidential employees, and

Whereas, The Management Compensation Plan has not been reviewed or significantly altered beyond cost of living adjustments, since 1994, and

Whereas, By Resolution 167 of 2023, this Board of Legislators authorized a formal compensation study and engaged the Burke Group to research and advise on current regional market compensation for positions encompassed by the Management Compensation Plan with the intention to make County salary levels commensurate with current market conditions inclusive of comparable counties, and

Whereas, The Board of Legislators desires to adopt an amended Management Compensation Plan which provides for compensation increases to be paid in accordance with a revised schedule of grades and steps, and

Whereas, The Board of Legislators desires to alter the Employment Policy Manual for Department Heads, Management Employees and Management Confidential Employees Section II. 2. Longevity to read: "Employees who have been continuously employed on a full-time basis with the County receive a longevity incentive of 4% of the base salary for their grade after 5, 10, 15 and 20 years of service. The longevity incentive is added to their salary in the payroll period nearest their longevity anniversary date.", and

Whereas, The Board of Legislators desires to provide for an adjustment of 3.0% to the flat professional schedule and part-time security personnel rates.

Now, Therefore, Be It Resolved, that the attached schedules be and hereby are adopted as the Management Compensation Plan for Jefferson County, effective January 1, 2024, and it is further

Resolved, That the Employment Policy Manual for Department Heads, Management Employees and Management Confidential employees be amended pursuant to the adopted Management Compensation plan herein.

Seconded by Legislator: _____

2024 ADMINISTRATIVE SCHEDULE					
GRADE	LEVEL A	LEVEL B	LEVEL C	LEVEL D	RATE
1	117,731	121,263	124,901	128,648	132,508
2	110,533	113,849	117,264	120,782	124,406
3	103,302	106,401	109,593	112,881	116,267
4	96,544	99,440	102,423	105,496	108,661
5	89,392	92,074	94,836	97,681	100,612
6	80,898	83,325	85,825	88,399	91,051
7	73,211	75,407	77,669	79,999	82,399
8	67,788	69,821	71,916	74,074	76,296
9	62,767	64,649	66,589	68,587	70,644
10	58,117	59,861	61,656	63,506	65,411
11	54,062	55,684	57,355	59,075	60,848
12	50,291	51,799	53,353	54,954	56,603

2024 MANAGEMENT CONFIDENTIAL							
SALARY SCHEDULE							
GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
MC1	45882	47375	49195	50905	52798	54709	56729
	25.21	26.03	27.03	27.97	29.01	30.06	31.17
MC2	41077	42242	43589	44954	46483	48139	49741
	22.57	23.21	23.95	24.70	25.54	26.45	27.33
MC3	39348	40459	41569	42825	44062	45409	47011
	21.62	22.23	22.84	23.53	24.21	24.95	25.83
MC4	37674	38657	39712	40768	41896	43025	44517
	20.70	21.24	21.82	22.40	23.02	23.64	24.46
40 HR WRK WK	43056	44179	45386	46592	47882	49171	50877
MC5	36127	37001	37983	38930	39894	41023	42097
	19.85	20.33	20.87	21.39	21.92	22.54	23.13
40 HR WRK WK	41288	42286	43410	44491	45594	46883	48110

JEFFERSON COUNTY MANAGEMENT TITLES & GRADES - 2024

GRADE 1

COUNTY ATTORNEY
PUBLIC DEFENDER

GRADE 2

COMMISSIONER OF SOCIAL SERVICES
DEPUTY COUNTY ADMINISTRATOR
DIRECTOR OF COMMUNITY SERVICES
PUBLIC HEALTH DIRECTOR

GRADE 3

CHIEF ASSISTANT DISTRICT ATTORNEY
DEPUTY COUNTY ATTORNEY
DEPUTY PUBLIC DEFENDER
DIRECTOR OF COUNTY PLANNING
DIRECTOR OF HUMAN RESOURCES
DIRECTOR OF INFORMATION TECHNOLOGY
SHERIFF

GRADE 4

COUNTY SUPERINTENDENT OF HIGHWAYS
DEPUTY COMMISSIONER OF SOCIAL SERVICES
DEPUTY PUBLIC HEALTH DIRECTOR
DIRECTOR OF PATIENT SERVICES
DIRECTOR OF PREVENTIVE SERVICES
PROBATION DIRECTOR (GROUP B)
SENIOR ASSISTANT COUNTY ATTORNEY I
SENIOR ASSISTANT DISTRICT ATTORNEY I
SENIOR ASSISTANT PUBLIC DEFENDER I
SENIOR SOCIAL SERVICES ATTORNEY I
SUPERINTENDENT OF BUILDINGS & GROUNDS

JEFFERSON COUNTY MANAGEMENT TITLES & GRADES CONTINUED

GRADE 5

ASSISTANT COUNTY ATTORNEY II
ASSISTANT DISTRICT ATTORNEY II
ASSISTANT PUBLIC DEFENDER II
COUNTY AUDITOR
DEPUTY DIRECTOR OF INFORMATION TECHNOLOGY
DIRECTOR OF AVIATION
DIRECTOR OF FIRE & EMERGENCY MANAGEMENT SERVICES
DIRECTOR OF HOUSING/SPECIAL INITIATIVES
DIRECTOR OF INCOME MAINTENANCE
DIRECTOR OF INSURANCE
DIRECTOR OF REAL PROPERTY TAX SERVICES II
DIRECTOR OF SOCIAL SERVICES
INFORMATION SECURITY ANALYST
SOCIAL SERVICES ATTORNEY II
SUPERVISING PUBLIC HEALTH NURSE
UNDERSHERIFF

GRADE 6

ASSISTANT BUILDINGS AND GROUNDS SUPERINTENDENT
ASSISTANT COUNTY ATTORNEY
ASSISTANT DISTRICT ATTORNEY
ASSISTANT PUBLIC DEFENDER
BRIDGE CONSTRUCTION & MAINTENANCE SUPERVISOR
BUILDING CONSTRUCTION/MAINTENANCE/HVAC SUPERVISOR
CASE SUPERVISOR, GRADE A
CORRECTION LIEUTENANT
COUNTY CLERK
COUNTY TREASURER
DEPUTY SHERIFF LIEUTENANT
DIRECTOR OF ADMINISTRATIVE SERVICES
DIRECTOR OF EMPLOYMENT & TRAINING
DIRECTOR OF OFFICE FOR THE AGING
HIGHWAY CONSTRUCTION & MAINTENANCE SUPERVISOR
HUMAN RESOURCES ASSOCIATE
PROBATION SUPERVISOR I
PURCHASING AGENT
SAFETY AND SECURITY SUPERVISOR
SOCIAL SERVICES ATTORNEY

JEFFERSON COUNTY MANAGEMENT TITLES & GRADES CONTINUED

GRADE 7

ADMINISTRATIVE SUPERVISOR-HIGHWAY
ASSISTANT AIRPORT MANAGER
CONFIDENTIAL ASSISTANT/FISCAL AFFAIRS
COORDINATOR OF MENTAL HEALTH SERVICES
CORRECTION SECOND LIEUTENANT
DEPUTY COUNTY CLERK
DEPUTY COUNTY CLERK-DMV
DEPUTY COUNTY TREASURER
DEPUTY DIRECTOR OF FIRE & EMERGENCY MANAGEMENT SERVICES
DIRECTOR OF CODE ENFORCEMENT
DIRECTOR OF EMERGENCY MEDICAL SERVICES
PUBLIC HEALTH FISCAL DIRECTOR
SOLID WASTE MAINTENANCE SUPERVISOR

GRADE 8

AIRPORT FISCAL & OPERATIONS MANAGER
ASSISTANT EMPLOYMENT AND TRAINING DIRECTOR
CHILD SUPPORT COORDINATOR
DIRECTOR OF VETERANS' SERVICE AGENCY
DIRECTOR OF WEIGHTS & MEASURES A
EMPLOYEE BENEFITS SPECIALIST
INCOME MAINTENANCE SUPERVISOR
REAL PROPERTY TAX SERVICES SUPERVISOR
SUPERVISING DOG CONTROL OFFICER

GRADE 9

911 MANAGER
DEPUTY DIRECTOR OF OFFICE FOR THE AGING
GRANT SPECIALIST
HUMAN RESOURCES SPECIALIST

GRADE 10

GRADE 11

GRADE 12

DEPUTY COMMISSIONER OF ELECTIONS

JEFFERSON COUNTY MANAGEMENT CONFIDENTIAL TITLES & GRADES

GRADE MC1

CONFIDENTIAL SECRETARY TO CLERK OF THE BOARD
PARALEGAL
SECRETARY TO DISTRICT ATTORNEY

GRADE MC2

CONFIDENTIAL ASSISTANT TO THE SHERIFF
CONFIDENTIAL SECRETARY TO THE COMMISSIONER
CONFIDENTIAL SECRETARY TO THE COUNTY ATTORNEY
CONFIDENTIAL SECRETARY TO THE PUBLIC DEFENDER
HUMAN RESOURCES ASSISTANT

GRADE MC3

ASSIGNED COUNSEL COORDINATOR
SECRETARY

GRADE MC4

SENIOR DOG CONTROL OFFICER

GRADE MC5

DOG CONTROL OFFICER
TYPIST

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Authorizing an Agreement With the Development Authority of the North Country for Technical Services in Relation to the Demolition of the Former Abbass Foods Warehouse.

By Legislator: _____

Whereas, The former Abbass Foods Warehouse site in Evans Mills, Town of LeRay is abandoned, condemned for occupancy, and has been acquired by the County of Jefferson by foreclosure of delinquent real property taxes, and

Whereas, The County requires technical assistance from the Development Authority for project development, management, and consultant services to prepare a plan for demolition, budget development, and compiling bid documents, and

Whereas, The Development Authority has proposed to provide such services at their established professional hourly rates, not to exceed \$15,000.00.

Now, Therefore, Be It Resolved, That the Chairman of the Board is hereby authorized and directed to execute an agreement with the Development Authority of the North Country on the above terms, subject to the approval of the County Attorney as to form and content.

Seconded by Legislator: _____

State of New York)
County of Jefferson) ss.:

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 Use of Jefferson Community College Rental Income Funds to Match State Aid
in Relation to Facilities Master Plan Project to Revitalize Campus Tennis Courts

By Legislator: _____

Whereas, New York State Education Law allows for a community college to use income from real property towards the local sponsor's share of capital costs, subject to prior consent of the State University of New York (SUNY) Board of Trustees, and

Whereas, By Resolution 181 of November, 2022, the Jefferson Community College (JCC) Board of Trustees authorized rental income to be set aside in a capital reserve to provide the local match for capital projects related to the ongoing revitalization and maintenance of the College, and

Whereas, The SUNY Board of Trustees passed a Resolution in December, 2022 authorizing JCC to transfer facilities use revenue for direct capital project costs related to the local sponsor's share of capital costs for JCC's 2021-2026 Facilities Master Plan initiatives, and

Whereas, The revitalization of campus tennis courts, as included in the Facilities Master Plan, will be most reasonable to accomplish next construction season in coordination with the paving of parking lots C and D as planned, and

Whereas, The revitalization project is anticipated to cost \$700,000, with the anticipation of the State providing \$350,000 in early 2024.

Now, Therefore, Be It Resolved, That this Board of Legislators authorizes the use of \$350,000 of JCC's said capital reserve as local match to state funding of \$350,000.

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. _____

Appointing Director of Insurance

By Legislator: _____

Resolved, That pursuant to Local Law No. 6 of 1986, Matthew Roy be and is hereby appointed as Director of Insurance for a term to commence on December 29, 2023 and expire on December 31, 2023. The appointment is at an annual salary for 2023 of \$78,313 (Grade V-C), and 10 vacation days and 10 sick days will be provided in addition to the benefits outlined in the County's Employment Policy Manual for Management Employees.

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. _____

Appointing Medical Director for the Article 28 Diagnostic and Treatment Center

By Legislator: _____

Resolved, That, pursuant to Article 7-B and Section 396-c of County Law and Section 751.2 (h) of the New York Codes, Rules and Regulations, Stephen T. Grybowski, MD be and is hereby appointed as Medical Director effective November 17, 2023 for a term to expire December 31, 2023 at an annual salary of \$27,255 (Flat Professional).

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. _____

ReAppointing Representatives to Development Authority of the North Country

By Legislator: _____

Whereas, Resolution 133 of 1985 ratified the County's membership in the Development Authority of the North Country, and

Whereas, The terms of appointment of Jefferson County's representatives on said Authority will expire on December 31, 2023.

Now, Therefore, Be It Resolved, that, pursuant to Article 8, Title 29 of the Public Authorities Law, Margaret (Peggy) Murray and Kenneth M. Bibbins be and are hereby reappointed as Jefferson County representatives on the Development Authority of the North Country for four year terms, said terms to expire December 31, 2027.

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. _____

ReAppointing Member to Jefferson County Industrial Development Agency

By Legislator: _____

Whereas, The 1972 Legislature of the State of New York created the Jefferson County Industrial Development Agency.

Now, Therefore, Be It Resolved, That, Pursuant to Article 18a of the General Municipal Law, the Jefferson County Board of Legislators hereby reappoints Robert E. Aliasso, Jr. for a term to expire December 31, 2027 as a member of the Jefferson County Industrial Development Agency.

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. _____

Approving Reappointment and Appointments to the Jefferson County Planning Board

By Legislator: _____

Resolved, That pursuant to Section 239-c of the General Municipal Law, the following individuals are hereby reappointed/appointed to the Jefferson County Planning Board for terms to expire as indicated.

<u>Reappointment</u>	<u>Term</u>
Lisa L'Huillier	12/31/2026
 <u>Appointments</u>	
John Stano	12/31/2026
Neil Katzman	12/31/2026
Richard Nuijens	12/31/2026

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. _____

Approving Appointment to the Sports Fishery Advisory Board

By Legislator: _____

Resolved, That, pursuant to Section 235 of the County Law and Resolution No. 87 of 2008, the following individual is hereby appointed by the Chairman of this Board to the Sports Fishery Advisory Board for a term to expire December 31, 2023:

David M. Campbell Inland Waters

Seconded by Legislator: _____

State of New York)
)
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 with the Federal Aviation Administration, the New York State Department of Transportation and McFarland Johnson Inc. in Relation to Watertown International Airport Aircraft Rescue Fire Fighting Equipment Acquisition, State Environmental Quality Review Determination Thereto, and Amending the 2023 County Budget and Capital Plan in Relation Thereto

By Legislator: _____

Whereas, Jefferson County is required under Title 14 of the Code of Federal Regulations, Part 139, to maintain and provide Aircraft Rescue Fire Fighting (ARFF) services at the Watertown International Airport, and

Whereas, Jefferson County anticipates a Federal Aviation Administration (FAA) grant for the acquisition of 15 sets of ARFF personal protective clothing, as well as 15 self-contained breathing apparatus with masks, and additional equipment to support ARFF operations, as identified in the County's Airport Capital Improvement Plan, and

Whereas, The FAA, per Title 49 of the United States Code, Section 47110(c), considers the development of bidding documents and specifications to be considered a project formulation cost that is eligible for reimbursement with all types of funding through the Airport Improvement Program, and

Whereas, The project budget is estimated at \$630,000 of which the procurement of equipment is estimated at \$600,000, and

Whereas, The County's selected airport consultant, McFarland Johnson Inc., has prepared a scope and fee to complete the development of specifications and assist with the bidding and award process at an amount not to exceed \$20,000, and

Whereas, Jefferson County will incur sponsor's administration costs to manage the grant and the procurement of the equipment in an amount not to exceed \$10,000, and

Whereas, The FAA grant is anticipated to be up to \$567,000, and The New York State Department of Transportation is anticipated to provide a grant to match the FAA funding for purchase of the required ARFF equipment, including the formulation aspects of the project, up to \$31,500, and

Whereas, The County will provide the local match up to \$31,500, and

Whereas, The project is eligible for a simple written record Form of a Categorical Exclusion under the National Environmental Policy Act and a request was submitted in November 2023 to the FAA requesting approval, and

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing Agreements with the New York State Department of Transportation and
McFarland Johnson, Inc. in Relation to Watertown International Airport Hangar D
Rehabilitation, State Environmental Quality Review Determination Thereto, and
Amending the 2023 County Budget and Capital Plan in Relation Thereto

By Legislator: _____

Whereas, Jefferson County's Watertown International Airport Hangar D is in need of significant improvements to extend its useful life, and

Whereas, Jefferson County has received a grant from New York State Department of Transportation (NYSDOT) under the Aviation Capital Grant Program for the Hangar Rehabilitation in the amount of \$2,099,894, and

Whereas, Jefferson County will provide local share of project costs in the amount of \$233,322, and

Whereas, The County's selected airport consultant on this infrastructure project, McFarland Johnson Inc., will assist in preparing bid documents, grant administration, construction oversight acceptance at a cost not to exceed \$525,000, and

Whereas, A Categorical Exclusion Determination must be prepared and approved by the Federal Aviation Administration in accordance with the National Environmental Protection Act, and

Whereas, A subsequent review was completed pursuant to 6 NYCRR Part 617.5(c)(2) in relation to the State Environmental Quality Review Act (SEQR), and

Whereas, The Project consists of replacement, rehabilitation, or reconstruction of a structure or facility, in kind, on the same site, and is categorized as Type II Action under SEQR and determined to not have significant adverse environmental impact.

Now, Therefore, Be It Resolved, That Jefferson County enter into agreements with NYSDOT to accept said grant funds not to exceed \$2,099,894, and with McFarland Johnson, Inc. not to exceed \$525,000 for services, and be it further

Resolved, That 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 Director of Aviation and County Administrator not to exceed the funding available, subject to approval of 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		
20900600 93589	Airport State Aid – DOT	\$2,099,894

Expenditure		
20561000 02074	Hangar Rehabilitation	\$2,333,216

Decrease:

Expenditure		
20561000 02001	Airport Facility	\$ 233,322

and be it further

Resolved, That the six year Capital Plan is amended accordingly.

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 2023 County Budget and Capital Plan in Relation to the Watertown
International Airport Runway 28 Medium-Intensity Approach Lighting
System with Runway Alignment Indicator Lights (MALSR)

By Legislator: _____

Whereas, By Resolution 272 of 2022, this Board of Legislators authorized an agreement with the Federal Aviation Administration (FAA) and New York State Department of Transportation in relation to the Watertown International Airport Runway 28 Medium-Intensity Approach Lighting System with Runway Alignment Indicator Lights (MALSR), and

Whereas, By the same Resolution, this Board authorized an agreement with Baseline King Corporation, Inc. for construction of said project in the amount of \$3,748,519.05, and

Whereas, By Resolution 190 of 2023, this Board of Legislators authorized a change order with Baseline King Corporation, Inc. for said project in the amount of \$54,166.56 and recognized related federal and state revenue, and

Whereas, The FAA has requested and authorized a change order associated with additional runway openings and modification to work hours to maximize runway availability, and

Whereas, It is necessary to provide a Change Order for Baseline King Corporation in the amount of \$128,415.30, and to recognize additional federal and state revenue for this project.

Now, Therefore, Be It Resolved, That the 2023 County Budget is hereby amended as follows:

Increase

Revenue

20900600 94589	Federal Aid – Airport Capital Projects	\$115,573.77
20900600 93589	Airport State Aid – DOT	6,420.76

Expenditure

20561000 02097	Airfield Lighting	\$128,415.30
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Decrease

Expenditure

20698900 02064	Property Improvements	\$ 6,420.77
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and be it further

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

Seconded by Legislator: _____

Department	Revenue through end of October 2022	Revenue through end of October 2023	2023 Amended Budget October = 83.30%	2022 Revenue as % of 2022 BUD	2023 Revenue as % of 2023 BUD
1045 - General Items 01	\$143,551,240	\$149,059,901	\$137,322,161	98.725%	45.21%
1165 - District Attorney 01	\$214,820	\$788,221	\$237,406	68.335%	138.28%
1170 - Public Defender 01	\$159,203	\$566,146	\$524,348	18.445%	44.97%
1325 - Treasurers Department 01	\$25,353	\$25,902	\$24,782	149.134%	43.53%
1345 - Purchasing 01	\$59,127	\$39,423	\$62,475	73.909%	26.28%
1355 - Real Property Tax Services 01	\$401,234	\$507,386	\$467,992	96.250%	45.16%
1410 - County Clerk 01	\$1,668,139	\$1,566,198	\$1,929,728	78.354%	33.80%
1420 - County Attorney 01	\$317,577	\$395,621	\$468,146	55.039%	35.20%
1430 - Human Resources 01	\$57,461	\$90,572	\$7,497	638.458%	66.11%
1436 - Insurance Department 01	\$0	\$0	\$42,816	0.000%	0.00%
1450 - Board of Elections 01	\$8,947	\$210	\$791	9.386%	11.04%
1620 - Buildings 01	\$487,506	\$540,321	\$917,849	47.469%	24.52%
1680 - Information Technology 01	(\$51,081)	\$0	\$51,646	-96.379%	0.00%
2490 - Education 01	\$0	\$182,754	\$62,475	0.000%	121.84%
3110 - Sheriff - Criminal & Civil Div 01	\$455,497	\$462,205	\$372,351	91.916%	51.70%
3140 - Probation 01	\$329,553	\$329,252	\$403,308	68.278%	34.00%
3315 - STOP DWI Program 01	\$125,814	\$100,496	\$86,348	107.685%	48.47%
3410 - Fire & Emergency Management 01	\$503,045	\$664,087	\$626,074	69.338%	44.18%
3510 - Dog Control 01	\$32,169	\$43,904	\$325,276	8.225%	5.62%
3620 - Code Enforcement 01	\$131,990	\$157,009	\$83,300	69.336%	78.50%
4050 - Public Health 01	\$2,861,277	\$3,934,920	\$4,452,461	28.127%	36.81%
4310 - Mental Health Services 01	\$8,646,101	\$9,685,238	\$10,230,507	77.988%	39.43%
5610 - Airport 01	\$2,099,494	\$2,262,474	\$2,154,260	89.502%	43.73%
6010 - Social Services Administration 01	\$8,488,536	\$12,781,604	\$9,801,166	80.262%	54.32%
6070 - Services for Recipients 01	\$15,481,144	\$18,237,326	\$19,429,254	70.204%	38.76%
6510 - Veterans Service Agency 01	\$0	\$0	\$7,146	0.000%	0.00%
6540 - Consumer Affairs - County Seal 01	\$67,643	\$57,076	\$74,684	91.378%	31.83%
6772 - Office for the Aging 01	\$387,026	\$900,007	\$1,501,260	18.728%	24.97%
8020 - Planning 01	\$88,578	\$89,104	\$8,330	101.816%	445.52%
8730 - Forestry 01	\$18,500	\$36,400	\$0	#Error	#Error
8990 - Employee Benefits 01	\$0	\$0	\$33,320	0.000%	0.00%
8992 - Interfund Transfers 01	\$610,382	\$366,000	\$0	100.000%	#Error
Total	\$187,226,275	\$203,869,757	\$191,709,157	88.033%	44.23%
9003 - Highway 05	\$13,595,014	\$18,817,826	\$12,591,875	79.844%	62.24%
9004 - Road Machinery 10	\$2,880,156	\$3,371,410	\$1,692,691	99.624%	82.96%
9101 - Solid Waste - Recycling 15	\$3,721,046	\$3,293,737	\$3,738,504	99.706%	36.69%
9006 - Capital 20	\$6,492,229	\$13,782,680	\$4,501,532	15.860%	127.52%
1045 - General Items 21	\$3,879,105	\$3,280,776	\$0	37.678%	#Error
6340 - Employment and Training 25	\$1,746,318	\$1,624,681	\$2,555,485	62.283%	26.48%
1436 - Insurance Department 35	\$2,576,236	\$2,693,281	\$2,191,436	101.962%	51.19%
9021 - Health Benefits 40	\$17,977,594	\$19,139,091	\$21,108,496	77.613%	37.76%
9023 - Occupancy Tax 50	\$634,716	\$457,600	\$386,762	117.609%	49.28%
9150 - Debt Service 55	\$2,116,290	\$2,108,665	\$1,867,065	94.661%	47.04%
Total All Funds	\$242,844,980	\$272,439,503	\$242,343,002.28	76.168%	46.77%

Department	Spending through end of October 2022	Spending through end of October 2023	2023 Amended Budget October = 83.30%	2022 Spending as % of 2022 BUD	2023 Spending as % of 2023 BUD
1010 - Legislative Board 01	\$871,105	\$882,772	\$1,048,470	72.799%	35.06%
1045 - General Items 01	\$40,162,565	\$41,675,538	\$42,301,865	96.172%	41.03%
1165 - District Attorney 01	\$1,739,187	\$1,825,085	\$2,368,616	70.412%	32.08%
1170 - Public Defender 01	\$1,112,356	\$1,124,576	\$1,774,264	60.710%	26.40%
1325 - Treasurers Department 01	\$492,342	\$532,537	\$601,882	70.503%	36.85%
1345 - Purchasing 01	\$461,601	\$429,082	\$554,268	76.397%	32.24%
1355 - Real Property Tax Services 01	\$667,358	\$730,643	\$997,586	69.411%	30.51%
1410 - County Clerk 01	\$1,426,938	\$1,461,901	\$1,797,839	76.893%	33.83%
1420 - County Attorney 01	\$1,565,160	\$1,873,069	\$2,738,338	54.685%	28.48%
1430 - Human Resources 01	\$438,920	\$454,358	\$570,819	79.422%	33.18%
1436 - Insurance Department 01	\$564,063	\$888,340	\$718,380	92.411%	51.50%
1450 - Board of Elections 01	\$765,999	\$713,766	\$1,497,756	75.820%	20.34%
1620 - Buildings 01	\$2,840,709	\$3,100,118	\$3,858,753	74.553%	33.46%
1680 - Information Technology 01	\$1,082,128	\$1,131,056	\$1,616,979	62.094%	29.13%
1910 - Special Items 01	\$2,993	\$807	\$1,270,325	0.178%	0.03%
2490 - Education 01	\$5,498,319	\$5,749,080	\$5,001,974	97.020%	47.81%
3110 - Sheriff - Criminal & Civil Div 01	\$12,334,340	\$13,479,437	\$17,411,413	76.000%	32.24%
3140 - Probation 01	\$2,803,911	\$3,034,927	\$3,583,589	72.165%	35.27%
3315 - STOP DWI Program 01	\$71,445	\$99,620	\$82,583	61.150%	49.31%
3410 - Fire & Emergency Management 01	\$3,025,915	\$3,620,563	\$4,281,467	68.524%	35.20%
3510 - Dog Control 01	\$264,383	\$267,396	\$349,369	64.313%	31.71%
3620 - Code Enforcement 01	\$426,683	\$469,437	\$590,813	71.010%	32.59%
4050 - Public Health 01	\$5,485,239	\$6,753,929	\$6,582,607	52.089%	41.46%
4310 - Mental Health Services 01	\$9,588,793	\$11,354,428	\$13,438,750	66.443%	35.19%
5610 - Airport 01	\$2,636,290	\$3,141,056	\$2,114,910	84.498%	50.47%
6010 - Social Services Administration 01	\$14,277,326	\$14,894,706	\$18,666,983	69.907%	33.22%
6030 - Adult Care Facility 01	\$500,000		\$0	100.000%	#Error
6070 - Services for Recipients 01	\$28,785,662	\$33,495,365	\$39,992,224	65.369%	34.76%
6510 - Veterans Service Agency 01	\$134,819	\$142,427	\$179,189	75.552%	33.11%
6540 - Consumer Affairs - County Seal 01	\$126,418	\$143,526	\$177,697	75.610%	33.59%
6772 - Office for the Aging 01	\$1,760,392	\$1,849,999	\$2,647,941	52.330%	29.10%
8020 - Planning 01	\$404,382	\$485,910	\$585,851	51.735%	34.54%
8730 - Forestry 01	\$171,568	\$172,718	\$144,942	99.981%	49.63%
8989 - Public Benefit Agencies 01	\$1,776,259	\$1,778,677	\$1,518,820	100.000%	48.78%
8990 - Employee Benefits 01	\$4,690,711	\$4,866,282	\$5,567,189	56.593%	36.41%
8992 - Interfund Transfers 01	\$15,053,080	\$22,213,090	\$13,094,780	100.000%	70.65%
Total	\$164,009,359	\$184,836,221	\$199,729,229	75.304%	38.39%
9003 - Highway 05	\$14,787,470	\$14,930,563	\$14,645,220	86.596%	42.44%
9004 - Road Machinery 10	\$2,567,163	\$3,553,723	\$2,217,481	78.053%	58.17%
9101 - Solid Waste - Recycling 15	\$2,885,058	\$4,321,950	\$3,384,479	77.027%	53.19%
9006 - Capital 20	\$18,082,371	\$20,893,386	\$2,127,482	33.260%	321.04%
1045 - General Items 21	\$6,448,205	\$5,732,763	\$0	62.619%	#Error
6340 - Employment and Training 25	\$1,974,569	\$1,863,992	\$2,555,401	67.136%	30.38%
1436 - Insurance Department 35	\$1,606,858	\$1,866,649	\$2,191,436	63.596%	35.48%
9021 - Health Benefits 40	\$17,888,898	\$18,646,234	\$21,108,496	77.231%	36.79%
9023 - Occupancy Tax 50	\$373,300	\$464,300	\$386,762	99.942%	50.00%
9150 - Debt Service 55	\$2,088,024	\$2,090,512	\$1,867,065	93.396%	46.63%
Total All Funds	\$232,711,276	\$259,200,293	\$250,213,051.57	68.888%	42.85%

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 October 1, 2023 through October 31, 2023 as follows:

DMV Fees:

CC06 Retention	\$ 51,277.99
CC05 Sales Tax Ret	\$ 557.00
CC05 FS-6 Ret	\$ 735.00
Total	\$ 52,569.99

Court Record Fees:

CC08 Index Fees	\$ 9,400.00
CC08 Misc. Court	\$ -
CC50 County Fines	\$ 500.00
Total	\$ 9,900.00

Land Records Fees:

CC07 Recording Fees	\$ 56,604.00
CC07 Filing Fees	\$ 3,481.00
CC07 Passport Fes	\$ 1,610.00
CC07 Photo Fees	\$ 470.00
CC07 RETT	\$ 462.00
CC07 RP5217 Ret	\$ 2,952.00
CC07 Notary Ret	\$ 80.00
CC07 NY Ed. Ret/RM	\$ 1,444.00
CC07 UCC's	\$ 1,720.00
CC07 Miscellaneous	\$ 236.00
CC07 General Int.	\$ 29.08
CC07 DMV Int.	\$ 8.65
CC07 Cover Page Fee	\$ 5,340.00
CC07 Overages	\$ 295.46
CC07 Copy Fees	\$ 2,994.41
CC07 E-Subscription	\$ 4,662.00
Total	\$ 82,388.60

Fees Collected for Other Depts.:

TR50 Stop DWI	\$ 1,020.00
TT61 Deposit Into Court	\$ -
Total	\$ 1,020.00

Adjustments (Deductions):

CC06 DMV Online Revenue:	\$ 6,252.89
DMV Retention (Credit Card)	\$ -
Total	\$ 6,252.89

CC07 Credit Cards	\$ 7,639.56
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CC07 Notaries: Vouchers	\$ 80.00
	\$ -
Total	\$ 80.00

CC07 Incorporations:	\$ 461.00
	\$ -
Total	\$ 461.00

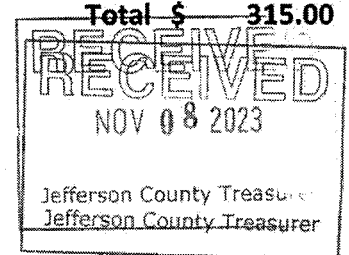
CC07 Tax Sale - Rec. Fees	\$ 315.00
Tax Sale - RETT	\$ -
Tax Sale - Misc.	\$ -
Total	\$ 315.00

Mortgage Tax Fees:

CC07 Expense	\$ 29,083.00
CC07 Interest	\$ 0.72
Total	\$ 29,083.72

Total By Account:

CC05	\$ 1,292.00
CC06	\$ 45,025.10
CC07	\$ 102,976.76
CC08	\$ 9,400.00
CC50	\$ 500.00
DWI TR50	\$ 1,020.00
TT61	\$ -
Total	\$ 160,213.86



I received from Gizelle J. Meeks, Jefferson County Clerk the sum of: \$ 160,213.86

11/8/23
Date

Dorena L. Kiriball
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	2,355,616	2,204,520	2,022,029			-792,119	20,106,403	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%	

Estimated Cost Scenarios 2023 Budget 22,000,000

Average % compared to rest of years

2016-2022 Average Cost percentage by month/year total	85.12%
Estimated 2023 Cost	23,621,853 (1,621,853)
2022 Cost percentage by month/year total	83.55%
Estimated 2023 Cost	24,064,780 (2,064,780)
Straight 12 Month Cost by average month to date	24,127,684 (2,127,684)
2009 - 2022 average monthly percentage of total	23,940,596 (1,940,596)