County of JeffersonOffice of the County Administrator

Historic Courthouse 195 Arsenal Street, 2nd Floor Watertown, NY 13601-2567 Phone: (315) 785-3075 Fax: (315) 785-5070



September 21, 2023

TO:

Members of Finance & Rules Committee

FROM:

Sarah H. Baldwin, Deputy County Administrator

SUBJECT:

Finance & Rules Committee Agenda

Please let this correspondence serve as notification that the Finance & Rules Committee will meet on *Tuesday, September 26, 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. Setting Time and Place for Public Hearing on Tentative Budget for Fiscal Year 2024
- 2. Payment of Legislators' Expenses
- 3. Amending the 2023 County Budget in Relation to Law Enforcement
- 4. Authorizing Agreements for the Governor's Traffic Safety Committee's Stop-DWI Funding Grant and Amending the 2023 County Budget in Relation Thereto
- 5. Appointing Director of Public Health

General Services Committee Sponsored Resolutions:

- 1. Amending the 2023 County Budget and Capital Plan in Relation to the Watertown International Airport for Purchase of Ground Service Equipment
- 2. Amending the 2023 County Budget and Capital Plan in Relation to Federal and State Reimbursements of Administrative Expenses for Runway Protection Zone Land Acquisitions at the Watertown International Airport

- 3. Amending the 2023 County Budget in Relation to the County Road Fund
- 4. Amending the 2023 County Budget and Capital Plan in Relation to the County Bridge Account
- 5. Accepting Funding and Authorizing Agreement for Highway Department Equipment and Amending the 2023 County Budget in Relation Thereto
- 6. Amending the 2023 County Budget in Relation to Recycling & Waste Management
- 7. Amending the 2023 County Budget in Relation to the HOME Investment Partnership Grant Program
- 8. Amending the 2023 County Budget in Relation To Assigned Counsel Costs
- 9. Amending the 2023 County Budget for Corrections Insurance

Health & Human Services Committee Sponsored Resolutions:

1. Accepting Donation on Behalf of the Office for the Aging and Amending the 2023 County Budget

Informational Items:

- 1. Revenue and Expenditure Spreadsheet
- 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

ce: Audit Human Resources Purchasing

County Clerk Information Technology Real Property Tax Services

Board of Elections Insurance County Treasurer Employ. & Training JCC County Attorney

Setting Time and Place for	or Public Hearing on	Tentative Budget for Fiscal	Year 2024

Resolved, That notice of Seconded by Legislator:	said public hear	be it further ing be given i	n accordan	ce with law.		
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e of New York)) ss.: nty of Jefferson)	1.6					
	that I have compare	ed the foregoing co original thereof or day of d the whole thereof	py of Resolution file in my offi-	ce and duly adopted by , 20 and that the s	d of Legislators of said said Board at a meet	d County of ting of sai rect copy o

Payment of Legislators' Expenses

		that I have compared the Jefferson with the origin	foregoing copy of Resolutional thereof on file in my off my of	n No of the Board of the doubt of the Board of the	n, New York, do hereby certif of Legislators of said County o aid Board at a meeting of sai he is a true and correct copy o
	of New York)) ss.: ty of Jefferson)				
·					
					· .
			·		
	Seconded by Legisla	ator:			
	checks payable to the	ne claimants as audited.	ansy 110a5a101 00 a		a to day
	Now. Therefore, Be	Legislator Expense: It Resolved, That the Co	\$2,918 unty Treasurer be ar	nd is hereby directe	ed to draw
		ed such claims and finds	the total to be \$2,91		
	Whereas This Com	mittee to whom claims of	fthe members of the	Roord ware referr	ad has

Amending the 2023 County Budget in Relation to Law Enforcement

By Legislator:		
	se to increasingly higher profile angency Response Team (SERT) has	nd more dangerous situations in the County, been activated more often, and
•	ease in critical incidents has resulte plies such as rifles, vests and helm	d in the need to replace and upgrade SERT ets.
Now, Therefore, B	e It Resolved, That the 2023 Count	ry Budget is hereby amended as follows:
Increase:		
01311000 04111 01311000 04585	Trackable Durable Items Operating Supplies	\$14,500 32,500
Decrease:		
01311000 04119 01311000 04313 01311000 04613	Software Travel Training	\$15,000 15,000 17,000
Seconded by Legis	lator:	
·		
		
State of New York) ss.: County of Jefferson)		₩ :
	that I have compared the foregoing of Jefferson with the original thereof	ard of Legislators of the County of Jefferson, New York, do hereby cereopy of Resolution No of the Board of Legislators of said Count on file in my office and duly adopted by said Board at a meeting of said, 20 and that the same is a true and correct cop of.
	In testimony whereof, I have here	unto set my hand and affixed the seal of said County this da
		Clerk of the Board of Legislators

Authorizing Agreements for the Governor's Traffic Safety Committee's Stop-DWI Funding Grant and Amending the 2023 County Budget in Relation Thereto

By Legislator:		
•	k Stop-DWI Foundation has successfully co es Award for STOP-DWI programs in 44 co	
December 31, 2024, to	onty has received \$16,500 for the period of Obe shared with Jefferson County STOP-DW g the STOP-DWI mandate of Education, Reference of Education, Refe	I partners and agencies with
Whereas, Agreements r Jefferson County STOP	nust be authorized with the Governor's Train 2-DWI, and	ffic Safety Committee and
Whereas, The 2023 Couthe appropriate account	unty Budget must be amended to recognize.	said funding and allocate it to
authorized to execute a	Resolved, That the Chairman of the Board of greements as necessary to obtain and distributed by the County Attorney as to form and county Attorney as to form attorney at the county Attorney at th	ute funding as described
Resolved, That the 202	3 County Budget is amended as follows:	
Increase:		
Revenue 01331500 93389	State Aid Other Public Safety	\$ 16,500
Expenditures 01331500 04313 01331500 04585	Travel Operating Supplies	\$ 2,500 7,000
01331500 04585	Training Training	7,000

Seconded by Legislator:

Appointing Director of Public Healt	th

	to Section 204 of County Law and Section 604 of Public Health Law, ral of the Commissioner of the New York State Department of Health,
Stephen A. Jennings be a	and is hereby appointed as Director of Public Health for a term to expire rade II, Level D (base salary \$101,904), effective October 28, 2023.
Seconded by Legislator:	
State of New York)	
ounty 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

Date Run: 9/21/2023

Department	Revenue through end of August 2022	Revenue through end of August 2023	2023 Amended Budget August = 66.60%	2022 Revenue as % of 2022 BUD	2023 Revenue as % of 2023 BUD
1045 - General Items 01	\$123,212,302	\$128,426,060	\$101,979,987	84.74%	83.87%
1165 - District Attorney 01	\$210,195	\$394,668	\$388,866	66.86%	67.59%
1170 - Public Defender 01	\$109,395	\$378,193	\$574,825	12.67%	43.82%
1325 - Treasurers Department 01	\$23,248	\$13,560	\$14,652	136.75%	61.64%
1345 - Purchasing 01	\$29,620	\$25,256	\$63,270	37.03%	26.59%
1355 - Real Property Tax Services 01	\$366,172	\$467,559	\$309,886	87.84%	100.49%
1410 - County Clerk 01	\$1,275,276	\$1,240,998	\$1,220,445	59.90%	67.72%
1420 - County Attorney 01	\$287,079	\$351,487	\$374,292	53.46%	62.54%
1430 - Human Resources 01	\$54,906	\$61,177	\$85,248	610.07%	47.79%
1436 - Insurance Department 01	\$0	\$0	\$48,485	0.00%	0.00%
1450 - Board of Elections 01	\$8,947	\$137	\$57,467	9.39%	0.16%
1620 - Buildings 01	\$412,865	\$493,920	\$729,145	40.20%	45.11%
1680 - Information Technology 01	(\$51,081)	\$0	\$43,290	-96.38%	0.00%
2490 - Education 01	\$0	\$182,754	\$66,600	0.00%	182.75%
3110 - Sheriff - Criminal & Civil Div 01	\$282,806	\$358,504	\$624,654	57.39%	38,22%
3140 - Probation 01	\$76,198	\$85,444	\$539,492	15.79%	10.55%
3315 - STOP DWI Program 01	\$114,675	\$70,896	\$92,817	98.15%	50.87%
3410 - Fire & Emergency Management 01	\$354,802	\$528,697	\$2,115,937	48.90%	16.64%
3510 - Dog Control 01	\$19,808	\$37,732	\$281,232	5.06%	8.94%
3620 - Code Enforcement 01	\$80,643	\$116,205	\$66,600	80.64%	116.20%
4050 - Public Health 01	\$1,990,095	\$1,963,215	\$4,719,331	20.20%	27.71%
4310 - Mental Health Services 01	\$7,147,924	\$8,106,705	\$8,370,638	65.38%	64.50%
5610 - Airport 01	\$1,530,380	\$1,622,870	\$1,436,197	65.70%	75.26%
6010 - Social Services Administration 01	\$7,113,392	\$10,079,697	\$7,580,860	67.26%	88.55%
6070 - Services for Recipients 01	\$12,108,133	\$10,855,527	\$15,924,860	54.91%	45.40%
6510 - Veterans Service Agency 01	\$0	\$0	\$52,336	0.00%	0.00%
6540 - Consumer Affairs - County Seal 01	\$48,200	\$38,579	\$56,837	65.11%	45.21%
6772 - Office for the Aging 01	\$370,926	\$864,275	\$1,068,416	17.95%	53.87%
8020 - Planning 01	\$83,948	\$84,104	\$65,737	96.49%	85.21%
8730 - Forestry 01	\$18,500	\$28,700	\$0	#Error	#Error
8990 - Employee Benefits 01	\$0	\$0	\$26,640	0.00%	0.00%
8992 - Interfund Transfers 01	\$610,382	\$186,000	\$227,106	100.00%	54.55%
01 - General Fund	\$157,889,734	\$167,062,920	\$149,206,147	74.46%	74.57%
9003 - Highway 05	\$13,477,433	\$15,527,760	\$13,576,500	89.69%	76.17%
9004 - Road Machinery 10	\$2,835,496	\$3,299,496	\$2,186,650	98.08%	100.49%
9101 - Solid Waste - Recycling 15	\$2,957,889	\$3,045,331	\$3,229,168	79.26%	62.81%
9006 - Capital 20	\$4,207,454	\$12,764,109	\$48,950,683	11.51%	17.37%
1045 - General Items 21	\$2,599,122	\$2,717,642	\$10,474,562	25.25%	17.28%
6340 - Employment and Training 25	\$1,380,275	\$1,383,742	\$2,058,649	52.74%	44.77%
1436 - Insurance Department 35	\$2,301,662	\$2,426,138	\$1,699,768	91.09%	95.06%
9021 - Health Benefits 40	\$13,833,166	\$14,906,699	\$15,836,817	59.72%	62.69%
9023 - Occupancy Tax 50	\$634,716	\$177,384	\$309,224	117.61%	38.20%
9150 - Debt Service 55	\$1,121,285	\$1,177,257	\$1,486,195	50.15%	52.76%
Total All Funds	\$203,238,231	\$224,488,479	\$249,014,361	65.21%	60.04%

Date Run: 9/21/2023

Department	Spending through end of	Spending through end of	2023 Amended	2022 Spending	2023 Spending
	August 2022	August 2023	Budget August = 66.60%	as % of 2022 BUD	as % of 2023 BUD
1010 - Legislative Board 01	\$719,584	\$716,550	\$798,147	59.98%	59.79%
1045 - General Items 01	\$29,637,963	\$31,310,016	\$30,066,073	70.97%	69.36%
1165 - District Attorney 01	\$1,395,202	\$1,503,579	\$1,839,115	56.49%	54.45%
1170 - Public Defender 01	\$897,105	\$916,578	\$1,347,951	48.96%	45.29%
1325 - Treasurers Department 01	\$398,682	\$444,047	\$464,616	57.09%	63.65%
1345 - Purchasing 01	\$378,958	\$337,410	\$430,990	62.72%	52.14%
1355 - Real Property Tax Services 01	\$539,525	\$593,278	\$749,142	56.12%	52.74%
1410 - County Clerk 01	\$1,183,280	\$1,202,392	\$1,435,834	63.76%	55.77%
1420 - County Attorney 01	\$1,262,726	\$1,420,622	\$1,863,884	46.29%	50.76%
1430 - Human Resources 01	\$346,966	\$367,885	\$465,230	62.78%	52.66%
1436 - Insurance Department 01	\$549,187	\$832,084	\$632,205	89.97%	87.66%
1450 - Board of Elections 01	\$590,987	\$588,530	\$736,835	58.50%	53.20%
1620 - Buildings 01	\$2,400,662	\$2,667,151	\$2,785,270	63.00%	63.78%
1680 - Information Technology 01	\$942,450	\$954,089	\$1,116,645	54.08%	56.90%
1910 - Special Items 01	\$1,486	\$282	\$394,825	0.08%	0.05%
2490 - Education 01	\$5,487,534	\$5,658,583	\$3,848,430	96.83%	97.93%
3110 - Sheriff - Criminal & Civil Div 01	\$9,783,877	\$10,721,324	\$12,526,192	60.29%	57.00%
3140 - Probation 01	\$2,254,104	\$2,478,357	\$2,930,336	58.01%	56.33%
3315 - STOP DWI Program 01	\$48,851	\$69,083	\$101,323	41.81%	45.41%
3410 - Fire & Emergency Management 01	\$2,467,483	\$3,166,683	\$5,179,679	56.19%	40.72%
3510 - Dog Control 01	\$231,107	\$222,781	\$308,328	56.22%	48.12%
3620 - Code Enforcement 01	\$321,164	\$374,915	\$445,548	62.91%	56.04%
4050 - Public Health 01	\$4,181,034	\$5,499,917	\$6,512,012	40.95%	56.25%
4310 - Mental Health Services 01	\$7,765,528	\$9,581,326	\$11,731,248	54.39%	54.39%
5610 - Airport 01	\$2,346,090	\$2,417,772	\$2,367,774	76,23%	68.01%
6010 - Social Services Administration 01	\$11,492,673	\$12,137,425	\$14,405,834	56.27%	56.11%
6030 - Adult Care Facility 01	\$500,000		\$0	100.00%	NaN
6070 - Services for Recipients 01	\$22,515,827	\$26,062,370	\$30,915,883	51.13%	56.14%
6510 - Veterans Service Agency 01	\$108,077	\$114,267	\$136,279	60.57%	55.84%
6540 - Consumer Affairs - County Seal 01	\$103,065	\$113,736	\$137,145	61.64%	55.23%
6772 - Office for the Aging 01	\$1,438,099	\$1,437,995	\$1,932,985	42.75%	49.55%
8020 - Planning 01	\$323,968	\$355,976	\$516,705	41.45%	45.88%
8730 - Forestry 01	\$114,415	\$114,577	\$114,552	67.70%	66.61%
8989 - Public Benefit Agencies 01	\$1,255,325	\$1,257,143	\$1,184,599	70.67%	70.68%
8990 - Employee Benefits 01	\$3,290,823	\$3,865,999	\$4,675,612	39.70%	55.07%
8992 - Interfund Transfers 01	\$14,457,491	\$21,621,295	\$14,793,918	96.04%	97.34%
01 - General Fund	\$131,731,298	\$151,126,016	\$159,891,143	60.66%	62.95%
9003 - Highway 05	\$11,826,471	\$13,070,568	\$13,579,053	78.44%	64.11%
9004 - Road Machinery 10	\$2,127,623	\$2,963,659	\$2,516,703	64.67%	78.43%
9101 - Solid Waste - Recycling 15	\$2,392,727	\$3,586,069	\$3,587,175	63.88%	66.58%
9006 - Capital 20	\$14,476,558	\$19,297,755	\$56,273,617	28.96%	22.84%
1045 - General Items 21	\$5,862,975	\$3,990,791	\$10,640,313	56.94%	24.98%
6340 - Employment and Training 25	\$1,629,933	\$1,511,465	\$2,076,178	59.17%	48.49%
1436 - Insurance Department 35	\$1,246,962	\$1,411,489	\$1,699,768	49.35%	55.30%
9021 - Health Benefits 40	\$14,092,031	\$15,539,747	\$15,836,868	60.84%	65.35%
9023 - Occupancy Tax 50	\$373,300	\$464,300	\$309,224	99.94%	100.00%
9150 - Debt Service 55	\$1,113,587	\$1,114,075	\$1,486,195	49.81%	49.92%
Total All Funds	\$186,873,466	\$214,075,933	\$267,896,237	56.52%	53.22%

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

Court Record Fees:
. CC00 Index Face
CC08 Index Fees \$ 10,150.0
CC08 Misc. Court \$ 10.0
CC50 County Fines \$ -
Total \$ 10,160.0
Fees Collected for Other Depts.:
TR50 Stop DWI \$ -
TT61 Deposit Into Court \$ -
Total \$ -
Adjustments (Deductions):
CC06 DMV Online Revenue: July \$ 7,735.3
CC06 DMV Retention (Credit Card) \$ 35,013.5
Total \$ 42,748.9
CC07 Credit Cards \$ 10,200.4
CC07 Notaries: April \$ 100.0
May \$ 120.0
Total \$ 220.0
CC07 Incorporations: June \$ 404.0
\$ -
Total \$ 404.0
CC07 Tax Sale - Rec. Fees \$ 2,835.5
Tax Sale - RETT \$ 672.0
Tax Sale - Misc. \$ -
Total \$ 3,507.5
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RECEIVED
SEP 07 2023
1-66
Jefferson County Treasurer

Jefferson County Treasurer/Deputy

Date

Health Benefit Report

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Accrual/ Rebates	Total	Adopted Budget
2023 2022 2021 2020 2019 2018 2017 2016 2015 2014 2013 2012 2011 2010 2009	1,725,821 2 1,537,896 1 1,391,643 1 2,000,523 1 1,706,282 1 1,529,529 1 1,633,556 1 1,447,909 1 1,278,930 1 579,446 701,835 1 1,299,479 1 1,077,789 1	1,842,588 1,360,776 1,959,018 1,487,006 1,785,350 1,866,306 1,631,731 1,711,206 1,130,181 894,308 1,236,667 1,252,851 1,095,074	2,335,068 2,730,790 1,840,634 1,955,959 1,495,967 2,113,093 1,825,608 1,966,926 1,323,090 1,468,292 1,505,686 1,325,449 1,326,540 1,154,761 1,246,381	1,949,665 1,241,092 1,111,871 1,611,645 1,370,373 1,848,874 1,572,248 1,395,394 1,832,204 1,665,269 1,533,248 958,983 1,150,034 1,114,950 1,165,052	2,152,515 1,899,488 1,724,818 1,645,789 1,733,868 1,279,299 1,819,815 1,555,709 1,671,467 1,460,980 1,273,873 1,333,307 1,174,784 1,040,417 1,188,985	2,147,317 1,836,289 1,979,876 1,474,318 1,533,132 1,162,251 1,815,944 1,782,977 1,478,813 1,536,745 1,186,989 1,090,308 1,306,781 1,115,092 1,244,707	1,942,590 1,723,927 1,644,478 2,086,246 1,751,872 1,400,942 1,488,988 1,674,534 1,659,141 1,449,695 924,809 1,234,885 1,133,739 1,213,479 1,083,067	1,622,635 1,629,898 1,999,071 1,596,965 1,427,421 1,336,322 1,374,535 1,435,050 1,319,356	1,904,488 2,008,568 1,867,896 1,431,052 1,511,099 1,982,882 1,720,703 1,203,417 1,133,361 1,470,833	1,740,311 1,731,176 2,059,652 1,862,490 1,561,197 1,689,937 1,832,887 1,289,949 1,286,329 1,356,075 1,337,826 1,366,459	1,952,912 1,597,596 1,836,676 1,355,279 1,876,330 1,380,652 1,294,288 1,380,933 1,208,752 1,286,161 1,057,304 1,245,518	1,736,020 1,493,882 1,687,820 1,583,609 1,697,642 1,715,106 2,045,210 1,362,655 1,523,899 1,390,545 1,347,532 1,163,920	-849 913,753 -1,543,303 -625,042 -967,059 -188,804 -174,186 -1,169,591 275,388 702,604 468,831 -278,692 108,292 -45,041	20,450,280 19,644,052 19,535,402 18,446,785	21,500,000 22,500,000 21,100,000
Monthly	/ Average Per 7.59%	rcent 8.20%	9.38%	7.89%	8.39%	8.24%	8.30%	8.26%	8.72%	9.02%	8.2 7 %	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 Estimated 2023 Cost

24,782,377 (2,782,377)

2022 Cost percentage by month/year total

67.52%

67.27%

Estimated 2023 Cost

24,691,215 (2,691,215)

Straight 12 Month Cost by average month to date

25,007,959 (3,007,959)

2009 - 2022 average monthly percentage of total

25,168,271 (3,168,271)