## **County of Jefferson**Office of the County Administrator

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



### August 31, 2023

To: Honorable Members of the Board of Legislators

This shall serve as notice that the regular session of the Jefferson County Board of Legislators for the month of September will be convened on *Tuesday*, *September 5*, *2023 at 6:00 p.m.* in the Board of Legislators Chambers, Historic Courthouse, 195 Arsenal Street, Watertown, NY.

If you need additional information relative to any of the Board Session agenda items, please feel free to give me a call.

The agenda for the Session is as follows:

**ROLL CALL OF MEMBERS** 

PRIVILEGE OF THE FLOOR

READING OF MINUTES OF LAST SESSION, IF REQUESTED

PRESENTATION OF PETITIONS, NOTICES AND COMMUNICATIONS

REPORTS OF STANDING COMMITTEES

Report of the Finance & Rules Committee on Financial Resolutions

#### REPORTS OF COUNTY OFFICERS AND OTHERS

Report of the County Treasurer on Investments and Cash in Banks Report of the County Administrator on Budget Transfers for the month of August

### LOCAL LAWS, RESOLUTIONS AND MOTIONS

1.	Resolution No. 211 (Roll Call Vote)	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. Resolution No. 212 Upgrading an Employment and Training Department Position

3.	Resolution No. 213	Urging the Governor to Veto A.04282B/S.3505B in Regard to Moving Elections to Even-Numbered Years
4.	Resolution No. 214 (Roll Call Vote)	Amending the 2023 County Budget in Relation to the Watertown International Airport
5.	Resolution No. 215	Authorizing an Agreement with Rochester Institute of Technology in Relation to the Gun Involved Violence Elimination Grant Award
6.	Resolution No. 216	Authorizing the County of Jefferson to Accept Real Property Obtained by the State of New York Relative to the Noble Street over West Creek Culvert Replacement Project
7.	Resolution No. 217	Approving Appointment to the Jefferson County Planning Board
8.	Resolution No. 218	Establishing Time and Place for a Public Hearing on the 2023 Inclusions of Viable Agricultural Land in NYS Certified Agricultural Districts
9.	Resolution No. 219	Establishing Time and Place for a Public Hearing on the Eight Year Review of the North Agricultural District No. 2
10.	Resolution No. 220 (Roll Call Vote)	Amending the 2023 County Budget to Recognize Insurance Recovery and Allocating Same in Sheriff's Department Budget
11.	Resolution No. 221	Amending 2023 County Budget Relative to Social Service Department Accounts
12.	Resolution No. 222 (Roll Call Vote)	Establishing Two Caseworker Positions and One Case Supervisor-Grade A Position Within Social Services and Amending the 2023 County Budget in Relation Thereto
13.	Resolution No. 223	Authorizing 2023/24 Comprehensive Planning Resource Allocation Agreement with the NYS Office of Children & Family Services and Authorizing Contractual Youth Program Agreements
		Sincerely, Robert F. Hagemann, III
D-7		Clerk of the Board
RFH	d1	

## JEFFERSON COUNTY BOARD OF LEGISLATORS Resolution No. シ//\_\_\_\_

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: _	Allen 1. Drake	
•		
	-	

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:**

Seconded by Legislator:

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
•		

Robert D. Ferris

# JEFFERSON COUNTY BOARD OF LEGISLATORS Resolution No. \_\_2(\_\_\_\_\_\_

Upgrading an Employment and Training Department Position

By Legislator: Robert W. Cantwell, III
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: <u>Daniel R. McBride</u>
New York ) ) ss.: 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. 2/3

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

Philip N. Reed, Sr.

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: Robert D. Ferris

# JEFFERSON COUNTY BOARD OF LEGISLATORS Resolution No. 14

Amending the 2023 County Budget in Relation to the Watertown International Airport

Decrease: Expenditure 01561000 04312	Automobile Rental	\$ 2,000		
Decrease:				
	•			
01561000 04575	Cost of Fuel & Oil	100,000		
01561000 04415		· · · · · · · · · · · · · · · · · · ·		
	•	•		
01561000 01110	Temporary	\$ 39,000		
Expenditure				
Revenue 01561000 91776	FBO Sale of Fuel & Oil	\$ 160,000		
Increase:				
Now, Therefore, Be It	Resolved, that the 2023 County Budget	is amended as follows:		
Whereas, Funds are av	vailable within the airport budget includ	ing revenue from fuel sales.		
Whereas, Various tran requirements through	nsfers are needed to cover anticipated ex the end of the year, and	penses and meet fuel operations		
Whereas, The Watertown International Airport is required to maintain runways, taxiways, and aprons in accordance with the Airport Certification Manual approved by the Federal Aviation Administration to comply with 14 CFR Part 139, and				
	Whereas, The Waterto aprons in accordance Administration to com Whereas, Various trarrequirements through Whereas, Funds are as Now, Therefore, Be It Increase:  Revenue 01561000 91776  Expenditure 01561000 01110 01561000 04214 01561000 043101 01561000 04415	Whereas, The Watertown International Airport is required to a aprons in accordance with the Airport Certification Manual approaches Administration to comply with 14 CFR Part 139, and  Whereas, Various transfers are needed to cover anticipated ex requirements through the end of the year, and  Whereas, Funds are available within the airport budget included Now, Therefore, Be It Resolved, that the 2023 County Budget  Increase:  Revenue 01561000 91776  FBO Sale of Fuel & Oil  Expenditure 01561000 01110  Temporary 01561000 04214  Utilities 01561000 043101  Internal Fleet Expense 01561000 04415  Advertising	Whereas, The Watertown International Airport is required to maintain runways, taxiways, and aprons in accordance with the Airport Certification Manual approved by the Federal Aviation Administration to comply with 14 CFR Part 139, and  Whereas, Various transfers are needed to cover anticipated expenses and meet fuel operations requirements through the end of the year, and  Whereas, Funds are available within the airport budget including revenue from fuel sales.  Now, Therefore, Be It Resolved, that the 2023 County Budget is amended as follows:  Increase:  Revenue  01561000 91776 FBO Sale of Fuel & Oil \$160,000  Expenditure  01561000 01110 Temporary \$39,000  01561000 04214 Utilities 13,000  01561000 043101 Internal Fleet Expense 7,000  01561000 04415 Advertising 3,000	

## JEFFERSON COUNTY BOARD OF LEGISLATORS Resolution No. \_\_2/5\_\_

Authorizing an Agreement with Rochester Institute of Technology in Relation to the Gun Involved Violence Elimination Grant Award

By Legislator: Philip N. Reed, Sr.

	191, this Board of Legislators recognized NYS Division of Criminal olved Violence Elimination (GIVE) Grant Award in the District
District Attorney has rec	ades GIVE data coordination and analysis for the jurisdiction, and the ommended contracting with Rochester Institute of Technology (RIT) ces through their Sponsored Research Services.
	solved, That Jefferson County enter into an agreement with RIT for said eptember 25, 2023 through June 30, 2024 in the amount of \$92,641, and
	man of the Board of Legislators is hereby authorized to execute said as County, subject to approval by the County Attorney as to form and
Seconded by Legislator:	John D. Peck
f New York ) ) ss.: 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

### 

Authorizing the County of Jefferson to Accept Real Property Obtained by the State of New York Relative to the Noble Street over West Creek Culvert Replacement Project

	By Legislator:Jo	ohn D. Peck
	Whereas, The County of the Village of Evans Mi	f Jefferson has a project for the culvert replacement on Noble Street in lls, and
	Department of Transpor	equires acquisition of real property and Jefferson County requests NYS tation acquire the necessary lands as shown on attached Map 1 - Parcel 1 ee, Map 7 - Parcel 7 Fee, Map 7 - Parcel 8 PE, and Map 9, Parcel 10 Fee,
	Whereas, The County of	f Jefferson owns and maintains the affected portion of Noble Street, and
÷	Whereas, The State of N	lew York has requested that the County agree to accept the real property.
	culvert project, the Cour by the State of New Yor	esolved, That upon completion of the Noble Street over West Creek nty of Jefferson is hereby authorized to accept the real property acquired k for the project, as described herein, and agrees to accept all nce and jurisdiction of said property, and it is further
		rman of the Board of Legislators is hereby authorized to execute said he County, subject to approval by the County Attorney as to form and
	Seconded by Legislator:	Daniel R. McBride
	f New York ) ) ss.: v 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
		Clark of the Board of Lagislators

# JEFFERSON COUNTY BOARD OF LEGISLATORS Resolution No. \_\_2[7]\_\_\_

Approving Appointment to the Jefferson County Planning Board

	Jean Waterbury			:
•	Jean Waterbury			
Seconded by Legislator:	Corey Y. Grant			
			•	
f New York ) ) ss.: of Jefferson )				ſ
· · · · · · · · · · · · · · · · · · ·	I, the undersigned, Clerk of the Board of I that I have compared the foregoing copy of Jefferson with the original thereof on file Board on the day of such Resolution and the whole thereof.	Resolution No of the B in my office and duly adopted	oard of Legislators of said	County of ing of said

## JEFFERSON COUNTY BOARD OF LEGISLATORS Resolution No. \_\_2/8\_\_\_

Establishing Time and Place for a Public Hearing on the 2023 Inclusions of Viable Agricultural Land in NYS Certified Agricultural Districts

Jeremiah J. Maxon

By Legislator:

			Clerk of the Board of Legislators	
		In testimony whereof, I have here	eunto set my hand and affixed the seal of said County this	day of
		that I have compared the foregoing	ard of Legislators of the County of Jefferson, New York, do hereby copy of Resolution No of the Board of Legislators of said Couon file in my office and duly adopted by said Board at a meeting of, 20 and that the same is a true and correct cof.	inty of of said
	y of Jefferson )			
tate o	of New York )	·		
٠				
	beconded by Degistator	John D. Teek		
	Seconded by Legislator	•		
	Resolved, That notice o	f such public hearing be give	n in accordance with law.	
	agricultural land in certibe held before this Boar	fied Agricultural Districts be d of Legislators on Tuesday, of Legislators Chambers, Hi	ng concerning the inclusion of viable fore the Districts' established review periods October 3, 2023 at 6:00 p.m. in the storic Courthouse, 195 Arsenal Street, 2 <sup>nd</sup>	
		has been submitted to the Cle		
	Whereas. The recomme	ndation of the Agricultural a	nd Farmland Protection Board concerning	
	and Markets Law, the re		erred to the Agricultural and Farmland	
	Whereas In accordance	with Section 303-h of Articl	e 25AA of the New York State Agriculture	
	Establishing an Annual	Thirty Day Period, June 1 that able Agricultural Land within	passed Resolution No. 98 of 2004, rough June 30, for Landowners to Submit an Existing Agricultural District Before the	
		ral land included in a certific	· • • • • • • • • • • • • • • • • • • •	
		<u> </u>	Law Article 25AA, Section 303-b requires ithin which to accept requests by landowners	
			•	

# JEFFERSON COUNTY BOARD OF LEGISLATORS Resolution No. \_\_2/9\_\_

Establishing Time and Place for a Public Hearing on the Eight Year Review of the North Agricultural District No. 2

Jeremiah J. Maxon

By Legislator:

	ty has been officially notified by the New York State Department of to commence the Eight Year Review of the North Agricultural District	
and Markets Law this act	with Section 202 of Article 25AA of the New York State Agriculture ion has been referred to the Jefferson County Agriculture and Farmland ew and recommendation, and	
	recommendation of the Agriculture and Farmland Protection Board will d prior to the public hearing for the District's review.	
Legislators concerning the modifications thereof. The Legislators Chambers, His Tuesday, October 3, 2023 inclusion of viable agricular established review period		
Resolved, That a notice of	of such public hearing shall be given in accordance with law.	
Seconded by Legislator:	Daniel R. McBride	
New York ) ) ss.: of Jefferson )		
	I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby that I have compared the foregoing copy of Resolution No of the Board of Legislators of said Co Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting Board on the day of, 20 and that the same is a true and correct of such Resolution and the whole thereof.	unty of of said
	In testimony whereof, I have hereunto set my hand and affixed the seal of said County this, 20	day of
•	Clerk of the Board of Legislators	

### 

Amending the 2023 County Budget to Recognize Insurance Recovery and Allocating Same in Sheriff's Department Budget

	By Legislator:	Jeremiah J. Maxon			
	,	elution 113, this Board of Leg ge to a county vehicle and all	_	_	
		nal insurance recovery receive replacement vehicle was \$1,			\$5,651.67
	\$137.50 and \$4,20	riff's Department has receive 08.33 for damage to patrol un pplement the external fleet ex	its, and has requ	uested that the settlen	and the second of the second o
	Now, Therefore, B	Be It Resolved, That the 2023	County Budge	t is hereby amended a	s follows:
	Increase: Revenue 01311000 92680	Insurance Recove	eries	\$ 9,997	.50
:	Expenditure 01311000 043102	External Fleet Ex	pense	\$ 11,381	.51
	Decrease: Expenditure 01311000 02401	Automotive Equi	pment	\$ 1,384	.01
	Seconded by Legis	slator: <u>Robert D. Ferris</u>	· · · · · · · · · · · · · · · · · · ·		
	f New York ) y of Jefferson )				
		that I have compared the for	egoing copy of Resolu thereof on file in my f	ition No of the Board o office and duly adopted by sa	1, New York, do hereby certify f Legislators of said County of id Board at a meeting of said e is a true and correct copy of
		In testimony whereof, I ha		and and affixed the seal of sa	d County this day of

### 

Amending 2023 County Budget Relative to Social Service Department Accounts

ount	y of Jefferson )	that I have compared the foregoing co	ppy of Resolution No of the n file in my office and duly adopt , 20 and that	Jefferson, New York, do hereby certify Board of Legislators of said County of ed by said Board at a meeting of said the same is a true and correct copy of
	of New York ) ) ss.:			
			,	
	Seconded by Legislator:	Jeremiah J. Maxon		
	01601000 01100	Personal Services	\$245,000	
	Decrease:			
	01601000 01300	Overtime	200,000	
	Increase: 01601000 01110	Temporary	\$ 45,000	
	Now, Therefore, Be It Re	solved, that the 2023 County	Budget is hereby amend	ded as follows:
	Whereas, Funding is avail	lable in Personal Services du	ne to vacancies.	
	Whereas, The Departmen workflow and meeting ma	t has also brought back Reti andates, and	rees as Temporary emplo	yees to assist with
		staff results in more employ ates of the programs they wo		nours and overtime
	of vacancies than anticipa	ated and due to the current conger than usual lengths of tin	ompetitive job market, va	-
		County Department of Social	-	_
	By Legislator: Aller			

### JEFFERSON COUNTY BOARD OF LEGISLATORS Resolution No. 233

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

by Legislator.	Allen 1. Drake		

Whereas, The Bonadio Group was engaged by Jefferson County to conduct an operational analysis of the Child Welfare Division of the Department of Social Services (DSS) which resulted in a report recommending that additional caseworkers are needed in Child Protective Services (CPS) to lower overall caseloads, and to improve case timeliness and overall case quality, and

Whereas, The report also recommends the addition of one Grade A Supervisor is needed given the increase in case volume and complexity being seen, the increase in PINS cases, and the rate of staff turnover, and

Whereas, The DSS Commissioner determined that two new full time caseworker positions and one full time Case Supervisor-Grade A position are needed to bring DSS to appropriate staffing levels as recommended in the operational analysis.

Now, Therefore, Be it Resolved, That two new positions of Caseworker – CPS be created in the Department of Social Services (6010-260 and 6010-261), and be it further

Resolved, That one new position of Case Supervisor-Grade A be created in the Department of Social Services (6010-262), and be it further,

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

#### Increase:

Revenue		
01601000 93610	State Aid Social Services Admin	\$31,791
01607000 93655	State Aid Daycare	2,149
01601000 94610	Fed Aid Admin	32,400
01607000 94615	Fed Aid FFFS	17,092
01000000 30599	Appropriated Fund Balance	7,651
Tremon ditumos		
Expenditures	D 10 1	<b>#16.005</b>
01601000 01100-260	Personal Services	\$16,035
01601000 01100-261	Personal Services	16,035
01601000 01100-262	Personal Services	22,310
01601000 08010	Retirement	7,069
01601000 08020	Health Benefits	25,474
01601000 08030	Social Security	4,160
Seconded by Legislator: _	Corey Y. Grant	

## JEFFERSON COUNTY BOARD OF LEGISLATORS Resolution No. \_\_\_\_\_\_\_\_\_\_

Authorizing 2023/24 Comprehensive Planning Resource Allocation Agreement with the NYS Office of Children & Family Services and Authorizing Contractual Youth Program Agreements

-					
Whereas,	The Jefferson Co	ounty Youth Adviso	ry Board has	endorsed the allocation	of State Aid

Whereas, The Jefferson County Youth Advisory Board has endorsed the allocation of State Aid Funding for 2023/24 Youth Development Programs to be operated and administered by various eligible organizations in Jefferson County, and

Whereas, The following constitutes the list of endorsed State Aid allocations for Youth Development Programs for the period October 1, 2023 through September 30, 2024, which require an agreement between the County and the respective Agency or Municipality and provision for pass-through funding:

Youth Development Program (YDP)

Steel E. Potter

By Legislator:

Agency/Program	State Aid Allocation
ACR Health/The Q Center	\$10,000
CHJC/Sozo Teen Center	20,000
Hearts for Youth, Inc./Hearts for Youth	13,500
Lyme Central School/Summer Theater Institute	6,000
Resolution Center of Jefferson & Lewis Counties/Youth Court	5,000
Resolution Center of Jefferson & Lewis Counties/Family Visitation	
Program (FVP)	5,000
North Country Prenatal/Perinatal Council/Education Opportunities	•
For Adolescents	10,350
Jefferson County DSS/Recreation Scholarships	15,150

Now, Therefore, Be It Resolved, That Jefferson County enter into a Resource Allocation Agreement with the NYS Office of Children and Family Services for the 2023/24 year which contains applications for State Aid funding for County YDP Administration and for the above listed Youth Development Programs, and be it further

Resolved, That upon final approval and execution of said Resource Allocation Agreement by the appropriate State officials, Jefferson County enter into agreements with the above Contractual Agencies/Municipalities for provision of Youth Development Programs for the youth of Jefferson County during 2023/24 and with Cornell Cooperative Extension in the amount of \$6,050 to provide support for the Youth Advisory Board for 2023-2024, and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute the Resource Allocation Agreement and the various contractual Agency/Municipality Agreements on behalf of Jefferson County, subject to approval by the County Attorney as to form and content.

	Seconded by Legislator:	Frances A. Calarco
--	-------------------------	--------------------