

General Services Committee
September 19, 2023
Minutes

Members Present: Committee Chair James Nabywaniec, Legislators Philip Reed, John Peck, Jeremiah Maxon, Robert Ferris, Corey Grant, Chairman of the Board William Johnson

Others Present: Legislators Patrick Jareo, Frances Calarco, Anthony Doldo, Deputy Administrator Sarah Baldwin, County Attorney David Paulsen,, Airport Manager Grant Sussey, Assistant Airport Manager Shawn Herrmann, Highway Superintendent James Lawrence, Planning Director Michael Bourcy, Community Development Coordinator Sara Freda, Assistant Planner Samuel Wilson, Accountant Anne Converse, Deputy Treasurer Dorena Kimball, McFarland Johnson Regional Manager Zachary Staff, Secretary Torri Richmire

Chairman Nabywaniec called the meeting to order at 6:00 p.m. in the Watertown International Airport (WIA) Conference Room. The Committee approved the minutes of the August Committee meeting as presented.

Chairman Nabywaniec offered privilege of the floor, Anthony Tubolino, 3376 County Route 95, Lorraine, NY, a member of Operating Engineers Local 158 addressed the committee regarding Project Labor Agreements (PLAs). He stated that PLAs are used in construction to establish terms and conditions of employment for a specific project. He reviewed the benefits of hiring PLA contractors and requested that Jefferson County hire through the PLA process for construction of the new terminal at the Watertown International Airport.

Airport Manager Grant Sussey reviewed activities at the airport, past and present, reporting:

- He stated that this year is the 95th anniversary that the Watertown International Airport (WIA) has existed and the 17th year since Jefferson County took over ownership from the City of Watertown.
- Based on a 2019 update from NYSDOT, the airport had an \$18.3M impact, with 82 direct jobs and 36 indirect jobs.
- TSA upgraded equipment in January, resulting in a faster security checkpoint.
- NYSDEC petroleum tank inspection resulted in a perfect score with no violations.
- Workforce Connections event will be held this fall in the hangar with over 70 local businesses available to talk with high school seniors regarding career opportunities.
- Airline traffic continues with two flights daily to Philadelphia, PA. General Aviation stays steady with an increase during summertime.
- US Army continues to utilize the airport for training missions.
- Airline passengers for August 2023 were 31,871 compared to 28,864 in August 2022.
- Fixed Base Operations (FBO) is an asset for the airport as staff here can do above wing and below wing services which is not offered by many FBO's. WIA also provides fuel sales (140,000 gallons last year, compared to 168,000 this year), hangar

- space, rent fees and retail sales resulting in revenue.
- Air Ambulance Operations has a home base at WIA that is working out well, with 49 landing sites within Jefferson County.
 - Third year doing the US Department of Agriculture rabies bait drop, bringing 30 crew members to town staying in nearby hotels, frequenting local eateries and purchasing jet fuel.
 - Future Projects: Access loop road is on pause, snow removal equipment will be arriving, lighting improvements, installation of weather sensors, runway design and update on sections of runway, fuel farm replacement and upgrade, and parking lot improvements.
 - Working on the design agreement for the new terminal building with McFarland Johnson.

Zachary Staff, Northeast Planning Group Manager with McFarland Johnson, stated that NYSDOT awarded Watertown International Airport a grant for a new Passenger Terminal Redevelopment. He advised that this will be a complete overhaul and reconstruction of the passenger terminal building. The existing terminal will be completely demolished and a two story terminal will be constructed on the spot where the existing one is. While construction is being done there will be a temporary building for 15-18 months able to accommodate the airlines, passengers, baggage and Transportation Security Administration. He reviewed design pictures of the new building and advised that once completed passengers will be exiting and entering planes through a jet bridge, no longer facing the elements.

He explained that they are on an aggressive time schedule, they hope to start the first phase of bidding around December 2023 for demolition of the terminal and procurement of items for the temporary terminal. Phase two bidding will be for the bulk of the project Winter 2023/2024 with groundbreaking in the spring and one year of construction with a Spring 2025 opening.

Chairman Nabywaniec introduced a resolution Amending the 2023 County Budget and Capital Plan in Relation to the Watertown International Airport for Purchase of Ground Service Equipment and entertained a motion for consideration. A motion was duly made by Legislator Maxon and seconded by Legislator Reed. There being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Nabywaniec introduced a resolution 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 and entertained a motion for consideration. A motion was duly made by Legislator Ferris and seconded by Legislator Grant. There being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Nabywaniec introduced a resolution Amending the 2023 County Budget in Relation to the County Road Fund and entertained a motion for consideration. A motion was duly made by Legislator Maxon and seconded by Legislator Peck. There being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Nabywaniec introduced a resolution Amending the 2023 County Budget and Capital Plan in Relation to the County Bridge Account and entertained a motion for consideration. A motion was duly made by Legislator Maxon seconded by Legislator Ferris. There being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Nabywaniec introduced a resolution Accepting Funding and Authorizing Agreement for Highway Department Equipment and Amending the 2023 County Budget in Relation Thereto and entertained a motion for consideration. A motion was duly made by Legislator Reed seconded by Legislator Grant. There being no discussion, the Committee agreed to sponsor the resolution as presented except Legislator Maxon who abstained.

Chairman Nabywaniec introduced a resolution Amending the 2023 County Budget in Relation to Recycling & Waste Management and entertained a motion for consideration. A motion was duly made by Legislator Maxon seconded by Legislator Ferris. There being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Nabywaniec introduced a resolution Amending the 2023 County Budget in Relation to the HOME Investment Partnership Grant Program and entertained a motion for consideration. A motion was duly made by Legislator Reed seconded by Legislator Peck. There being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Nabywaniec introduced a resolution Authorizing an Agreement with the Community Action Planning Council to Promote Fair and Equal Housing and entertained a motion for consideration. A motion was duly made by Legislator Maxon seconded by Legislator Ferris. There being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Nabywaniec introduced a resolution Authorizing Jefferson County to be Lead Agency under the State Environmental Quality Review Act for the Purpose of the 2023 Inclusion of Viable Agricultural Land to Existing Agricultural Districts, and Making a Determination of Non-significance and entertained a motion for consideration. A motion was duly made by Legislator Maxon seconded by Legislator Grant. There being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Nabywaniec introduced a resolution 2023 Inclusion of Viable Agricultural Land in Certified Agricultural Districts Before the Districts' Established Review Periods and entertained a motion for consideration. A motion was duly made by Legislator Maxon seconded by Legislator Ferris. There being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Nabywaniec introduced a resolution Authorizing Jefferson County to be Lead Agency under the State Environmental Quality Review Act for the Purpose of Conducting an Eight Year Review of the Jefferson County North Agricultural District #2, and Making a Determination of Non-Significance and entertained a motion for consideration. A motion was duly made by Legislator Maxon seconded by Legislator Grant. There being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Nabywaniec introduced a resolution Adopting Modifications Pursuant to the Eight

Year Review of the Jefferson County North Agricultural District, No. 2 and entertained a motion for consideration. A motion was duly made by Legislator Ferris seconded by Legislator Peck. There being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Nabywaniec introduced a resolution Authorizing Agreements in Relation to the Supervision & Treatment Services for Juveniles Program and entertained a motion for consideration. A motion was duly made by Legislator Maxon seconded by Legislator Grant. There being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Nabywaniec introduced a resolution Amending the 2023 County Budget in Relation To Assigned Counsel Costs and entertained a motion for consideration. A motion was duly made by Legislator Maxon seconded by Legislator Ferris. There being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Nabywaniec introduced a resolution Amending the 2023 County Budget for Corrections Insurance and entertained a motion for consideration. A motion was duly made by Legislator Maxon seconded by Legislator Ferris. There being no discussion, the Committee agreed to sponsor the resolution as presented.

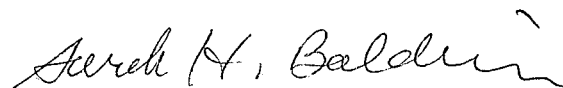
Chairman Nabywaniec introduced a resolution Authorizing Agreement with the NYS Unified Court System for Cleaning and Maintenance of Court Facilities and entertained a motion for consideration. A motion was duly made by Legislator Ferris seconded by Legislator Grant. There being no discussion, the Committee agreed to sponsor the resolution as presented.

Legislator Reed questioned the status of the design phase of the new highway building. He requested information why nothing was started this construction season. Chairman Nabywaniec noted that County Administration would find out and follow up by email.

Legislator Grant asked if there was any new information regarding Dog Control issues brought up at past meetings. Chairman Nabywaniec stated that there has been an informal discussion with SPCA to gauge their interest in blending our operations moving forward. He stated that in the next few weeks they should start conducting interviews for the two open positions within the facility.

There being no further business of the Committee, on a motion by Legislator Ferris seconded by Legislator Maxon and unanimously carried, the meeting was adjourned at 6:55 p.m.

Respectfully submitted,



Sarah H. Baldwin
Deputy Clerk of the Board