

County of Jefferson
Office of the County Administrator



Historic Courthouse
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January 12, 2023

TO: Members of General Services Committee
FROM: Robert F. Hagemann, County Administrator *R.F.H.*
SUBJECT: General Services Committee Agenda

Please let this correspondence serve as notification that the General Services Committee will meet on **Tuesday, January 17, 2023 immediately following the Special Board Session** in the Board of Legislators' Chambers.

Following is a list of agenda items for the meeting:

Resolutions:

1. Amending the 2022 County Budget and Capital Plan to Recognize 2022 Revenue from the American Rescue Plan Act Funding for the Watertown International Airport
2. Amending the 2023 County Budget and Capital Plan to Recognize 2022 Revenue from the Passenger Facility Charges at the Watertown International Airport
3. Reappropriating Funds from Various Unspent Grants Relative to the Fire and Emergency Management Department and Amending the 2023 County Budget in Relation Thereto
4. Authorizing Agreement and Amending the 2023 County Budget in Relation to the Domestic Terrorism Prevention Program
5. Authorizing the Implementation and Funding in the First Instance 100% of the Federal Aid and State "Marchiselli" Program Aid Eligible Costs of a Transportation Federal-Aid Project CR 87 (Sandy Creek Road) over Lindsey Creek, Appropriating Funds Therefor and Amending the 2022 County Budget and Capital Plan
6. Approving Re-Appointments to the Jefferson County Planning Board
7. Amending the 2023 County Budget to Reappropriate New York State Septic System

Replacement Program Funds

8. Authorizing Agreements in Connection with New York State Snowmobile Trails Grant-in-Aid Program and Amending 2023 County Budget in Relation Thereto
9. Accepting Grant for Ignition Interlock Device Monitoring Program Funding
10. Accepting Funding and Amending the 2023 County Budget in Relation to State Funding for Pretrial Services
11. Authorizing Agreement with the New York State Office of Indigent Legal Services (Distribution #13)
12. Authorizing Agreement and Amending the 2023 County Budget in Relation to the State FY22 State Law Enforcement Terrorism Prevention Program Grant

Informational Item:

- Planning Department Reports

If any Committee member has inquiries regarding agenda items, please do not hesitate to contact me.

RFH:tlr

cc:	Airport	Dog Control	Probation/Stop DWI
	Buildings & Grounds	Fire & Emerg. Mgmt./E-911	Public Defender
	Code Enforcement	Highway/Recycling & Waste Mgt.	Sheriff
	District Attorney	Planning	Weights & Measures

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Amending the 2022 County Budget and Capital Plan to Recognize 2022 Revenue from the American Rescue Plan Act Funding for the Watertown International Airport

By Legislator: _____

Whereas, Pursuant to Resolution 41 of 2022, This Board of Legislators accepted a grant from the Federal Aviation Administration for American Rescue Plan Act, and

Whereas, The County expects to receive \$1,110,954 in reimbursement for purposes as defined in the American Rescue Plan Act (Public Law 117-2), Title IV (Department of Transportation) Paragraph 1.

Now, Therefore, Be It Resolved, That the 2022 County Budget is hereby amended as follows:

Increase:

Revenue		
01561000 94599	Federal Stimulus Transportation	\$ 1,110,954

Transfers		
01995000 09006	Transfer to Capital Projects Fund	\$ 1,110,954
20900600 95031	Transfer from General Fund	\$ 1,110,954

Expenditure		
20561000 02001	Airport Facility	\$ 1,110,954

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 to Recognize 2022 Revenue from the
Passenger Facility Charges at the Watertown International Airport

By Legislator: _____

Whereas, Pursuant to Resolution 289 of 2016, the Board of Legislators authorized an application to the Federal Aviation Administration (FAA) for the Passenger Facility Charge (PFC) program at the Watertown International Airport, and

Whereas, The FAA approved the application and the PFC funds collected in 2017, 2018, 2019, 2020 and 2021 were recognized by Resolutions 155 of 2018, 168 of 2019, 128 of 2020, 84 of 2021 and 68 of 2022 respectively, and

Whereas, The County collected \$82,815.86 PFC in 2022, to be appropriated for use in projects that enhance safety, security, operations or capacity; reduce noise; or increase air carrier competition.

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

Increase:

Revenue

Fund Balance

01000000 30599	Appropriated Fund Balance	\$ 82,815.86
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Transfers

01995000 09006	Transfer to Capital Projects Fund	\$ 82,815.86
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20900600 95031	Transfer from General Fund	\$ 82,815.86
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Expenditure

20698900 02071	PFC Projects	\$ 82,815.86
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and be it further

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

Seconded by Legislator: _____

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Reappropriating Funds from Various Unspent Grants Relative to the Fire and Emergency Management Department and Amending the 2023 County Budget in Relation Thereto

By Legislator: _____

Whereas, By Resolutions 183 of 2019, 197 of 2020 and 199 of 2021, This Board of Legislators recognized State Homeland Security Program (SHSP) grants for FY19, FY20 and FY21, respectively, and

Whereas, By Resolution 151 of 2021, This Board recognized Federal Domestic Preparedness Equipment Program funding for the FY19 Hazmat Grant, and

Whereas, By Resolutions 81 of 2020, 67 of 2021 and 70 of 2022, This Board re-appropriated unspent funds from SHSP and Hazmat grants, and

Whereas, There remain unspent amounts in the FY19, FY20 and FY21 SHSP grants, and the FY19 Hazmat grant to be reappropriated and placed in the appropriate expenditure lines for 2023.

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

Increase:

Fund Balance		
01000000 30599	Appropriated Fund Balance	\$ 89,652.97
Expenditure		
01341400 02101	Computer Equipment	\$ 5,000.00
01341400 04111	Trackable Durable Items	41,453.42
01341400 04114	Equipment Maintenance	21,118.66
01341400 04115	Telephone	3,000.00
01341400 04119	Computer Software	2,351.94
01341400 04416	Professional Fees	7,003.00
01341400 04585	Operating Supplies	9,725.95

Seconded by Legislator: _____

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing Agreement and Amending the 2023 County Budget
in Relation to the Domestic Terrorism Prevention Program

By Legislator: _____

Whereas, The New York State Division of Homeland Security and Emergency Services (DHSES) provides grants to local governments including the State-funded Domestic Terrorism Prevention Grant Program to prevent targeted violence and domestic terrorism, and

Whereas, Jefferson County has been awarded \$172,413 from the FY22 Domestic Terrorism Prevention Grant, and

Whereas, Said funds will be used to develop a domestic terrorism prevention plan and a county threat assessment and management team for outreach and awareness training for communities in Jefferson County, and

Whereas, DHSES now processes grants through an electronic format.

Now, Therefore Be It Resolved, That the County of Jefferson hereby accepts said grant award, and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute any and all documents as may be required of this grant award on behalf of Jefferson County, and be it further

Resolved, That The 2023 County Budget is amended as follows:

Increase:

Revenue

01341000 93389	State Aid - Other Public Safety	\$ 172,413
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Expenditures

01341400 04117	Printing	\$ 2,413
01341400 04313	Travel	14,000
01341400 04416	Professional Services	155,000
01341400 04613	Training	1,000

Seconded by Legislator: _____

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing the Implementation and Funding in the First Instance 100% of the Federal Aid and State "Marchiselli" Program Aid Eligible Costs of a Transportation Federal-Aid Project CR 87 (Sandy Creek Road) over Lindsey Creek, Appropriating Funds Therefor and Amending the 2023 County Budget and Capital Plan

By Legislator: _____

Whereas, A Project for the Replacement of CR 87 (Sandy Creek Road) over Lindsey Creek, H018, PIN 775385 (the "Project") is eligible for Funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs of such program to be borne at the ratio of 80% Federal funds and 20% non-federal funds, and

Whereas, By Resolutions 90 of 2019, 41 of 2021 and 72 of 2022, the County of Jefferson approved the above Project by making a commitment of \$1,867,622 for the cost of various phases of the project, and

Whereas, The County of Jefferson desires to advance the Project by making a commitment of 100% of the non-federal share of the cost of the Construction Phase of the Project.

Now, Therefore, Be It Resolved, That the Jefferson County Board of Legislators does hereby approve the Project, and be it further

Resolved, That the Jefferson County Board of Legislators hereby authorizes the Jefferson County Treasurer to pay in the first instance 100% of the federal and non-federal share of the cost of the Construction Phase of the Project or portions thereof, and be it further

Resolved, That the additional sum of \$345,046, which includes the Construction Phase of the Project, or so much thereof as is necessary is hereby appropriated from Account 20511300 02846 in the 2023 County Budget, and made available to cover the cost of participation in the above phases of the Project, and be it further

Resolved, That in the event the full federal and non-federal share of the costs of the project exceed the amount appropriated above, the Jefferson County Board of Legislators shall convene to appropriate said excess amount immediately upon the notification by the Chairman of the Jefferson County Board of Legislators thereof, and be it further

Resolved, That the Chairman of the Jefferson County Board of Legislators be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal and State Aid, subject to the approval of the County Attorney as to form and substance, on behalf of the County of Jefferson with NYSDOT in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of project costs, and permanent funding of the local share of federal-aid and

state-aid eligible Project costs and all Project costs within appropriations therefor that are not federal-or State-aid eligible, and be it further

Resolved, That a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project, and be it further

Resolved, That this Resolution shall take effect immediately, and be it further

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

Increase:

Revenue		
20900600 93592	State Aid Bridges	\$ 6,900

Decrease:

Revenue		
20900600 94592	Federal Aid Bridges	\$ 149,866

Expenditure		
20511300 02846	CR 87 over Lindsey Creek (H018)	\$ 142,966

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. _____

Approving Re-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 re-appointed to the Jefferson County Planning Board for terms to expire December 31, 2025.

Randy Lake
Deb McAtee
David Prosser

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 to Reappropriate New York State
Septic System Replacement Program Funds

By Legislator: _____

Whereas, By Resolution 97 of 2018, the Jefferson County Board of Legislators accepted a New York State Septic System Replacement grant award, and

Whereas, By Resolutions 27 of 2019, 57 of 2020, 47 of 2021 and 76 of 2022, this Board reappropriated the balance of grant award funds remaining at that time, and

Whereas, There remains a grant award balance and it is necessary to reappropriate these funds in order to provide for the continuation of the program in 2023.

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

Increase:

01000000 30599	Appropriated Fund Balance	\$ 21,538.50
Expenditure		
01802000 04025	Septic System Replacement	\$ 21,538.50

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 Agreements in Connection with New York State Snowmobile Trails
Grant-in-Aid Program and Amending 2023 County Budget in Relation Thereto

By Legislator: _____

Whereas, Jefferson County has been notified by New York State Office of Parks, Recreation, and Historic Preservation that it has received an award of \$88,704 through the 2022-2023 Snowmobile Trails Grant-In-Aid Program, based upon a grant application submitted by the County in cooperation with the Winona Forest Recreation Association, Barnes Corners Sno-Pals Snowmobile Club, Pulaski-Boylston Snowmobile Club, Thousand Islands Snowmobile Club, and Missing Link Snowmobile Club.

Now, Therefore, Be It Resolved, That Jefferson County does hereby accept the above referenced funding and authorizes the Chairman of the Board of Legislators to execute such grant agreements and other documents as may be required to receive the funding from the State of New York, and be it further

Resolved, That the Chairman of the Board is further authorized to execute agreements between the County of Jefferson, the Winona Forest Recreation Association, Barnes Corners Sno-Pals, Pulaski-Boylston, Thousand Islands, and Missing Link snowmobile clubs, subject to approval by the County Attorney as to form and content, which provides for said organizations to conduct snowmobile trail development and maintenance consistent with the referenced grant application and grant program requirements, and be it further

Resolved, That the 2023 County Budget be amended as follows:

Increase:

Revenue		
01802000 93889	State Aid Snowmobile Trail	\$ 88,704
Expenditure		
01802000 04681	Snowmobile Trail Maintenance	\$ 88,704

Seconded by Legislator: _____

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Accepting Grant for Ignition Interlock Device Monitoring Program Funding

By Legislator: _____

Whereas, By Resolution 74 of 2011, this Board authorized agreement with New York State Division of Criminal Justice Services Governor's Traffic Safety Committee to receive funding with respect to Leandra's Law Implementation, and

Whereas, New York State Division of Criminal Justice Services Governor's Traffic Safety Committee has transitioned this Ignition Interlock Device Monitoring project to formula-based funding, and

Whereas, Jefferson County has been awarded \$13,557 to support probation supervision and monitoring services during the period October 1, 2022 through September 30, 2023, and

Whereas, Said funds are already contained within the 2023 County Budget.

Now, Therefore, Be It Resolved, That the County of Jefferson hereby accepts the \$13,557 grant award.

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. _____

Accepting Funding and Amending the 2023 County Budget in Relation to
 State Funding for Pretrial Services

By Legislator: _____

Whereas, New York State Division of Criminal Justice Services is awarding grants to offset costs associated with the provision of certified pretrial services including screening, assessment, supervision and reporting, and

Whereas, Jefferson County received \$218,787 in October, 2022 for the period April 1, 2022 through March 31, 2023, some of which offsets costs in the 2022 Budget and some of which needs to be recognized into the 2023 Budget to accomplish the funding objectives.

Now, Therefore, Be It Resolved, That Jefferson County hereby accepts the \$218,787, and authorizes the Chairman of the Board of Legislators to execute any and all documents as may be required to fulfill the requirements of this grant award subject to approval by the County Attorney as to form and content, and be it further

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

Increase:

Revenue		
01314000 93389	State Aid - Other Public Safety	\$ 91,000

Expenditure		
01314000 01300	Overtime	\$ 10,000
01314000 02401	Automotive Equipment	65,000
01314000 04118	Computer Hardware	1,000
01310400 04419	Electronic Home Detention	15,000

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. _____

Authorizing Agreement with the New York State Office of Indigent Legal Services
(Distribution #13)

By Legislator: _____

Whereas, In 2003, The State created the Indigent Legal Services Fund to assist counties in providing indigent legal services, primarily through reimbursing payments to attorneys representing indigent defendants, and

Whereas, This funding was contingent on a "maintenance of effort", wherein each county needed to spend at least as much as the prior year to receive it, and

Whereas, In 2010, the State created the Indigent Legal Services Board, which now oversees the fund and in order to receive the maximum amount allowable, the County must enter into an agreement with the Board as it has in past years, and

Whereas, The proposal for "Distribution #13" has been accepted by the Office of Indigent Legal Services, which covers the period January 1, 2023 through December 31, 2025 in the amount of \$194,358 (\$64,786 per year), and an agreement for it must be authorized.

Now, Therefore, Be It Resolved, That Jefferson County enter into an agreement with the New York State Office of Indigent Legal Services for the \$194,358 grant, and that the Chairman of the Board is hereby authorized to execute said agreement on behalf of the County, subject to approval by the County Attorney as to form and content.

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 Agreement and Amending the 2023 County Budget in Relation to the State
FY22 State Law Enforcement Terrorism Prevention Program Grant

By Legislator: _____

Whereas, The New York State Division of Homeland Security and Emergency Services (DHSES) provides grants to local governments to prepare for terrorist events through funding from the U.S. Department of Homeland Security's Office for Domestic Preparedness, and

Whereas, Jefferson County has been awarded \$33,290 from the FY22 State Law Enforcement Terrorism Prevention Program (CFDA 97.067), and

Whereas, Said funds will be used to upgrade/sustain existing mobile data terminal equipment and modems to enhance data security for patrol vehicles for the Sheriff's Department, and

Whereas, DHSES now processes grants through an electronic format.

Now, Therefore Be It Resolved, That the County of Jefferson hereby accepts said grant award, and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute any and all documents as may be required of this grant award on behalf of Jefferson County, and be it further

Resolved, That The 2023 County Budget is amended as follows:

Increase:

Revenue

01311000 943201	Federal Homeland Security - Sheriff	\$ 33,290
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Expenditures

01311400 04111	Trackable Durable Items	\$ 15,025
01311400 04585	Operating Supplies	18,265

Seconded by Legislator: _____



2022 Planning Department Annual Report

COUNTY PLANNING AND ECONOMIC DEVELOPMENT

Community Development Block Grant (CDBG) Housing Program

The Planning Department has two open CDBG Housing Awards. \$506,447 was disbursed between the two awards. Sixteen owner-occupied rehab projects were approved for the 2020 award and five for the 2021 award.

North Country HOME Consortium

During 2022, \$566,686 was disbursed for 26 projects and administration. Staff conducted the annual monitoring of DANC as the subrecipient.

County Planning Board

Staff presented 87 239m reviews to the Board. The CPB met both virtually and in-person during the year.

Legislative Redistricting

Staff worked with County Administration and Ad-Hoc committee to develop new legislative district boundaries based on the 2020 US Census.

Census

Staff submitted the Boundary and Annexation Survey to the Census Bureau.

Transportation

Staff meets online with the NYS Association of Metropolitan Planning Organizations Working Group quarterly.

Staff submitted an application for the 2023 5311 rural transportation grant for capital funding to purchase six buses and one year of contracted mobility management for the future County-wide public transportation system.

Staff attended a Community Input Session at JCC sponsored by VTC's Mobility Management Team to learn about the four proposed fixed routes. Public input was well received.

Worked with City of Watertown on an RFP for a County Rural Mobility Manager.

Fort Drum Compatibility Committee

Staff meets with other planners and municipal leaders in the three-county area to discuss Fort Drum-related impacts on local municipalities.

Staff made a presentation regarding Watertown International Airport and Fort Drum Compatibility within the County.

FDRLO - Advocate Drum

Staff finished compiling the inputs for the Fort Drum Tri-County Economic Impact Model to report the total economic impact of Fort Drum for FFY 2021. Includes the direct, indirect and induced monetary impact on the Tri-County Region as well as the estimated jobs generated in major SIC Code categories.

Fort Drum WayPoint 2030

Staff attended and participated in the Fort Drum WayPoint 3030 workgroup session at JCC. It included small group discussions and updates from various military and civilian staff regarding the on- and off-post developments and partnerships influencing the near- and long-term military future. Fort Drum's status and current and future trends were discussed. Infrastructure goals, local partnerships, support to training, and force modernization were topics covered.

Former Deferiet Paper Mill - Brownfield Opportunity Area

Staff participated in conference calls and a tour of the hydro facility and redevelopment area.

Broadband

Staff is working with DANC staff to develop a plan to improve service to underserved areas of the County.

Airport

Staff discussed the proposed Airport Business Park with the Town of Hounsfield and the Airport Manager for potential airport compatibility issues due to its proximity to the two runway RPZ zones.

COMMUNITY PLANNING AND DEVELOPMENT

Municipal Project Assistance

Alexandria Bay (V) – Zoning Law complete update.

Henderson (T) – Zoning amendments.

Hounsfield (T) – Airport Business Park compatibility.

LeRay (T) – New Comprehensive Plan.

Worth (T) - Digitized new zoning map.

Rutland (T) – Assistance to Planning Board on review of three proposed wind turbines.

Watertown (T) – Assistance on zoning amendments.

RESOURCE AND ENVIRONMENTAL MANAGEMENT

Agriculture

8-Year Review – Staff submitted the Eight-Year Review report and updated maps for the SE Agriculture District to NYS Department of Agriculture and Markets for their review. The SE District added 2,617 acres and removed 64 acres by landowner requests. The modified district is 52,492 acres.

Annual Inclusion - Staff processed requests from two landowners to add six parcels to existing agricultural districts consisting of 672 acres.

MS4 Coalition

Staff meets with the coalition quarterly. Staff works with County Highway to complete the Annual Report.

Snowmobile Grant-in-Aid Program

Staff works with NYS OPRHP and the five local snowmobile clubs to submit necessary documentation in order for the clubs to receive funding to assist with the maintenance of their trails.

The County received \$78,948 in funds for the 2021- 2022 season.

NYS Septic System Replacement Program

Staff processed eleven applications and disbursed \$ 50,771 to homeowners to replace the failing septic systems on the St. Lawrence River, Moon Lake, Indian River, and Guffin Bay.

INFORMATION, DEMOGRAPHIC, AND DATA SERVICES

General Technical Assistance

Responded to callers, emails, and walk-ins with requests concerning flood maps, parcels, zoning, and county map viewer.

Other Geographic Information System (GIS) Tasks (not associated with projects above)

Our GIS Specialist supports planners with various projects and other County Departments. Examples include: Determining elevation of house in Orleans (T) and mapping flood risk results; Madison Barracks zoning map with historic district overlay in Sackets Harbor (V); began work in conjunction with the Jefferson County Board of Elections to develop new local election districts; map of county-owned parcels in or near the city of Watertown; finalized 2022 agricultural district layer with 2022 individual inclusions; created municipal and county maps of the 2022 agricultural district; coordinated posting of agricultural district data to the County's map viewer; and updated the low-to-moderate income data for Jefferson County according to the 2015 American Community Survey; prepared parcel-based priority agricultural soils map; made County Planning Board municipal locator maps; revision of Town of Henderson zoning map; created 2021-2022 Project Year HOME award map; 2021 Census Estimates spreadsheet for Jefferson County municipalities; Henderson Fire District boundary map; Deferiet map showing Deferiet Development LLC parcels; prepared 2022 parcel layer for departmental use and sent parcel and land use data to be posted to the County's map viewer; provided Census figures to the Town of Brownville; created map of priority soils for selected parcels; produced Distressed Municipalities map based on Restore New York Communities Initiative data; digitized mill buildings in Deferiet and produced map of same; created aerial and locator maps for proposed 2022 Agricultural District Individual Inclusions; first quarter economic indicators reported; generated road map with address points for the Redwood Fire District; finalized maps for Legislative Districts for 2022; updated NYS Building Code Jurisdiction map; created map of HOME 2022 funding areas; created map of Census block populations on Fort Drum versus Planning Department calculated/Fort Drum reported block populations; made map of 2020 Census tracts with municipal boundaries overlaid; mapped percent population change by town from 2010 Census to 2020 Census; revised and proofed verbal description of proposed legislative district maps for Jefferson County; made map of active environment lead cases for Public Health; made County Planning Board proposed project site maps; prepared Southeast Agricultural District map series and metadata and submitted to Cornell Institute for Resource Information Sciences as required; provided list of 2020 Census populations by town for the Department of Emergency Services; reformatted the Town of Brownville zoning map and sent it to the Town; and prepared a spreadsheet of parcels with selected attributes about age and type of structures for the Village of Clayton; made maps of the Jefferson County Corporate Park, including aerial imagery and parcel maps, for Jefferson County Economic Development; updated the dog control enforcement map for Jefferson County Dog Control; and created parcel maps for the Thousand Islands Snowmobile Club.