PRESS RELEASE
MANY COUNTY FACILITIES WILL CLOSE TO THE PUBLIC
EFFECTIVE MARCH 23

Issued March 21, 2020
Contact: Robert Hagemann, County Administrator 315-785-3075

In this unprecedented time, we are deeply committed to keeping everyone safe. Out of an abundance of caution we will be making several changes to many of our county operations effective Monday, March 23, 2020. These are in response to COVID-19, as we continue to work to protect both residents and employees of Jefferson County and comply with the “New York State on PAUSE” Executive Order.

The main County buildings at 175 and 195 Arsenal Street, and County Highway at 21897 County Rd 190 will not be open to the public beginning Monday, March 23rd, until further notice. We are making this decision with the health and well-being of our residents, our family and our community in mind. Several critical County functions will continue to be provided but under new contact protocols as referenced below. For future updates click on the red COVID-19 banner at co.jefferson.ny.us.

FACILITIES CLOSED TO THE PUBLIC – SERVICES AVAILABLE AS NOTED

Code Enforcement - Contact 315-785-5130 or codeenforcement@co.jefferson.ny.us

Community Services - office staff may be contacted by phone- 315-785-3283 email-(Behavioral Health) truetten@co.jefferson.ny.us or aruperd@co.jefferson.ny.us. (Early Intervention/Preschool) ljubac@co.jefferson.ny.us
All behavioral health agencies in Jefferson County will continue to provide services as long as possible during this emergency and community members who need assistance should contact their respective agency. Any Jefferson County resident experiencing a crisis should contact the 24 hour Crisis Response line at 315-782-2327 or call 911.

County Clerk – Contact: 315-785-3312 and leave a message. Will process DMV and real estate transactions received through the mail, and real estate transactions received through E-recording system. DMV operations are available online as per NYS. Check FaceBook page for further details.
**District Attorney** - Contact 315-785-3053. If you have a question about a traffic ticket please visit our website at [co.jefferson.ny.us/departments/DistrictAttorney](http://co.jefferson.ny.us/departments/DistrictAttorney). All other traffic questions may be directed by email to [traffic@co.jefferson.ny.us](mailto:traffic@co.jefferson.ny.us). NO traffic questions will be handled via the phone.

**Dog Control** - Contact: 315-779-5900 or [countyshelter@co.jefferson.ny.us](mailto:countyshelter@co.jefferson.ny.us)

**Elections** – Contact 315-785-3027; Fax 315-785-5197

**Human Resources** - Can be reached by phone at 315-785-3147 or email [jchr@co.jefferson.ny.us](mailto:jchr@co.jefferson.ny.us). ALL CIVIL SERVICE EXAMS will be postponed and rescheduled. Notice will be provided on the specific exams and their rescheduled date as the information becomes available. You may still apply for exams online.

**Insurance** - Contact 315-785-3206; or for Self-Insured Workers’ Compensation 315-785-3155

**Office for the Aging** - Phone appointments only Main Line 315-785-3191; NY Connects Line 315-785-5081. Please visit [co.jefferson.ny.us/departments/OfficefortheAging](http://co.jefferson.ny.us/departments/OfficefortheAging) for programs and other information. Additional information can be found on our FaceBook Page: Jefferson County Office for the Aging and NY Connects. Chris Ingersoll - Director [cingersoll@co.jefferson.ny.us](mailto:cingersoll@co.jefferson.ny.us)
Louise Haraczka - Deputy Director [louiseh@co.jefferson.ny.us](mailto:louiseh@co.jefferson.ny.us)

**Planning Department** - Contact 315-785-3144 or [mbourcy@co.jefferson.ny.us](mailto:mbourcy@co.jefferson.ny.us)

**Probation Department** - Contact 315-785-3065 email: [probation@co.jefferson.ny.us](mailto:probation@co.jefferson.ny.us) Click on red COVID-19 banner at [co.jefferson.ny.us](http://co.jefferson.ny.us) for more information.

**Public Defender** - Schedule appointments with attorneys telephonically, and anyone who has questions or wishes to contact the office contact (315) 785-3152 or email [jcpublicdefender@co.jefferson.ny.us](mailto:jcpublicdefender@co.jefferson.ny.us).

**Real Property Tax Services** - Contact 315-785-3074 or [roxanneb@co.jefferson.ny.us](mailto:roxanneb@co.jefferson.ny.us)

**Treasurer** – Tax payments can be mailed to: Jefferson County Treasurer, 175 Arsenal Street, Watertown NY 13601. Online payments: go to [co.jefferson.ny.us/departments/CountyTreasurer](http://co.jefferson.ny.us/departments/CountyTreasurer), choose Forms/Tax Payments, and see link for online Tax Payments. Please make sure the tax map # or 911 address is put in the ID # section so your payment can be appropriately identified.

Contact 315-785-3055 to receive proper amounts owing, or send questions to [treasurer@co.jefferson.ny.us](mailto:treasurer@co.jefferson.ny.us)

**Veterans Service Agency** - Contact 315-785-3086 or [tneibacher@co.jefferson.ny.us](mailto:tneibacher@co.jefferson.ny.us)
FACILITIES REMAINING OPEN

Airport (Watertown International) – Open and operational. Travelers with concerns should contact their airline or aircraft operator directly for information. Contact information for American Airlines can be found at www.aa.com. To reach the airport please dial 315-786-6001 or email airport@co.jefferson.ny.us

Emergency Management - 753 Waterman Drive - Open 8 to 4, Contact 315-786-2654

Public Health - 531 Meade Street - Open standard hours 8-4:30, Contact 315-786-3770. Immunization and STD Clinic by appointment only - immunizations based on highest priority. Certified Home Health Agency-making home visits in the community- 7 days a week

Recycling & Waste Management – 27138 NYS Route 12 - Open standard hours 7:30 to 3:00 Monday - Friday and 7:30 to 1:00 Saturday

Sheriff - 753 Waterman Drive: - Civil Department will be available by appointment only, 8am to 4 pm Contact 315 786-2718. Records will also be by appointment only, 8am to 4pm Contact 315 786-2711. For emergencies call 911.

Social Services 250 Arsenal Street – Open 8:30 – 5:00 main entrance only.
Child Support Enforcement is not currently seeing customers in person. We will continue to make contact by phone, mail, or email. Please use the website: www.newyorkchildsupport.com OR the toll-free customer service line 1-888-208-4485.
If you need to apply for SNAP or HEAP you can do so online at www.mybenefits.com If you want to apply for SNAP, Temporary Assistance or HEAP, you can also go to https://otda.ny.gov/programs/applications to print off an application. You can submit the application and/or documentation by:
    Fax: at 315-785-3346
    Mail: Jefferson Department of Social Services,250 Arsenal St, Watertown, NY 13601
    Drop box: in the parking lot (make sure to include your name and your worker’s name if you have one.)

Please call the Jefferson County DSS PRIOR to visiting at 315-785-3229. Face to face interviews have been waived, when applying for benefits (new or recertified): please provide us with a good contact phone number to conduct a phone interview.

WorkPlace – 1000 Coffeen Street - Open by appointment only; computers are available for filing unemployment claims. For filing unemployment claims questions Contact 315-782-9252. email address: theworkplace@co.jefferson.ny.us. Click on red COVID-19 banner at www.co.jefferson.ny.us for detailed instructions on filing unemployment claims. All NYSDOL appointments have been canceled until further notice. All other scheduled appointments, call first to confirm at 315-786-3651

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