


County of Jefferson
Office of the County Administrator



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

January 16, 2020

TO: Members of Finance & Rules Committee
FROM: Robert F. Hagemann, III, County Administrator 
SUBJECT: Finance & Rules Committee Agenda

Please let this correspondence serve as notification that the Finance & Rules Committee will meet on *Tuesday, January 21, 2020, 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. Payment of Legislators' Expenses
2. Amending the 2020 County Budget and Capital Plan to Recognize 2020 Revenue from Fort Drum Residential Communities Initiative
3. Amending the 2019 County Budget Relative to Interest Earned on Unspent Bond Proceeds and Capital Plan Relative to Jefferson Community College
4. Amending the 2019 County Budget for Sales Tax Distribution
5. Amending the 2020 County Budget in Relation to Samaritan Senior Village, Inc.
6. Authorizing Software Maintenance Agreement for Board of Elections Software
7. Authorizing Employment Agreement with the Educational Support Professionals Association of Jefferson Community College

General Services Committee Sponsored Resolutions:

1. Amending the 2020 County Budget to Reappropriate New York State Septic System Replacement Program Funds
3. Amending the 2020 County Budget to Reappropriate Community Development Block Grant (CDBG) and HOME Investment Partnership Grant Program Funds
4. Amending the 2020 County Budget to Reappropriate Funds Relative to the Public Defender's Department

Health & Human Services Committee Sponsored Resolutions:

1. Amending the 2020 County Budget to Reappropriate Funds and Accepting Additional 2020 Funding for Veterans Peer Support (P2P) Program
2. Amending the 2020 County Budget to Reappropriate Federal Medicaid Administration Reimbursement for the Community Services Department
3. Amending the 2020 County Budget to Reappropriate DSRIP Funding for Community Services Department
4. Amending the 2020 County Budget Relative to Additional Revenue from the Auction of Unclaimed Property
5. Amending the 2020 County Budget Relative to Additional Revenue from NYS Office of Temporary and Disability Assistance for Non-Custodial Parent Employment Program Funding

Informational Items:

1. 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

cc: Audit Human Resources Purchasing
 County Clerk Information Technology Real Property Tax Services
 Board of Elections Insurance County Treasurer
 Employ. & Training JCC County Attorney

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Payment of Legislators' Expenses

By Legislator: _____

Whereas, This Committee to whom claims of the members of the Board were referred, has examined and audited such claims and finds the total to be \$ 3,736.25 we have allowed:

Legislator Expense: \$ 3,736.25

Now, Therefore, Be It Resolved, That the County Treasurer be and is hereby directed to draw checks payable to the claimants as audited.

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 2020 County Budget and Capital Plan to Recognize 2020 Revenue
from Fort Drum Residential Communities Initiative

By Legislator: _____

Whereas, Jefferson County authorized an amendment to the Community Development Agreement relative to Fort Drum Mountain Community Homes (FDMCH) Residential Community Initiative by Resolution 162 of 2013, which Agreement provides for FDMCH to make certain payments, and

Whereas, The county received \$139,713.60, which needs to be recognized and appropriated.

Now, Therefore, Be It Resolved, That the 2020 County Budget is hereby amended as follows:

Increase:

Revenue		
01104500 91081	Payments In Lieu of Taxes	\$ 139,713.60
Transfers		
01995000 09006	Transfer to Capital Projects Fund	\$ 139,713.60
20900600 95031	Transfer from General Fund	139,713.60
Expenditure		
20698900 02064	Property Acquisition/Improvements	\$ 139,713.60

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)

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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 2019 County Budget Relative to Interest Earned on Unspent Bond
Proceeds and Capital Plan Relative to Jefferson Community College

By Legislator: _____

Whereas, Pursuant to Resolution 83 of 2016, this Board authorized transfer of interest revenue generated from unspent bond proceeds (relative to \$7,000,000 Public Improvement Bonds issued on June 3, 2015) as required to reduce associated debt service, and

Whereas, There are two completed College Capital Projects, with remaining balances which should be brought to zero balance and closed, and

Whereas, It is necessary to transfer remaining interest earned on unspent Bond proceeds in the Capital Fund and to the Debt Service Fund.

Now, Therefore, Be It Resolved, That the 2019 County Budget is amended as follows:

Increase:

Revenue		
20900600 92401	Capital Interest & Earnings	\$ 310.52
Transfers		
20990200 09003	Transfer to Debt Service Fund	\$ 375.63
55915000 95031	Transfer from Capital Fund	375.63

Decrease:

55000000 30599	Appropriated Fund Balance	\$ 375.63
Revenue		
20900600 92240	JCC Capital Chargebacks	\$ 52,379.17
20900600 93097	State Aid	52,384.23
Expenditure		
20249000 02056	JCC Campus Revitalization/Maintenance	\$104,758.35
20249000 02059	Collaborative Learning Center	70.16

and be it further

Resolved, That the six year capital plan is hereby amended accordingly.

Seconded by Legislator: _____

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Amending the 2019 County Budget for Sales Tax Distribution

By Legislator: _____

Whereas, The 2019 County Budget must be amended to recognize additional sales tax for towns, villages and the City of Watertown.

Now, Therefore, Be It Resolved, That the 2019 County Budget is amended as follows:

Increase:

Revenue		
01104500 91110	State Sales Tax	\$2,859,591.11
Expenditures		
01198500 04631	Distribution of Sales Tax	\$2,859,591.11

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

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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 2020 County Budget in Relation to Samaritan Senior Village, Inc.

By Legislator: _____

Whereas, Pursuant to Resolution 281 of 2011, this Board of Legislators authorized an agreement with Samaritan Medical Center, its subsidiaries or related corporations, providing for the transfer of the County's adult home residents of Whispering Pines to a new facility in consideration of a payment of \$5,000,000 for a term of ten years, and

Whereas, Said agreement with Samaritan Senior Village, Inc., among other clauses, specified that the \$5,000,000 payment was in consideration of replacing the services the County would have provided at the County Home for a period of ten years, and

Whereas, Pursuant to Resolution 290 of 2012, this Board amended its 2012 County Budget to appropriate the funds for the payment, and

Whereas, The County's outside auditors, with whom the County Treasurer is in agreement, recommend that the County amend its budgets beginning in 2013 and continuing for a ten year period, to reflect the value (\$500,000 per year), of the services rendered by the Samaritan Senior Village, Inc. facility, and

Whereas, Pursuant to Resolution No. 129 of 2014 this Board amended its 2013 and 2014 County Budgets, Resolution No. 48 of 2016 amended the 2015 and 2016 County Budgets, Resolution No. 54 of 2017 amended the 2017 County Budget, Resolution No. 226 of 2018 amended the 2018 County Budget, Resolution No. 47 of 2019 amended the 2019 County Budget and amendment of the 2020 County Budget is needed.

Now, Therefore, Be It Resolved, That the 2020 County Budget is hereby amended as follows:

Increase:

01000000 30599	Appropriated Fund Balance	\$500,000
01603000 04422	Contracted Health Care	\$500,000

Seconded by Legislator: _____

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing Software Maintenance Agreement for Board of Elections Software

By Legislator: _____

Whereas, Pursuant to Resolution 225 of 1993, Jefferson County entered into a purchase and maintenance agreement, subsequently amended in 1998, 2003, 2008, 2013 and 2015 with NTS Data Services, LLC for election software, and

Whereas, Said agreement expired on December 31, 2019, and

Whereas, The 2020 County Budget reflects the maintenance costs of the NTS software, and

Whereas, It is desirable to enter into a five-year software maintenance agreement with NTS Data Services.

Now, Therefore, Be It Resolved, That Jefferson County enter into a five- year software maintenance agreement with NTS Data Services which includes TEAM/Suite Voter Registration, PACETS Election Management and IMS Interface Messaging Systems for the period of January 1, 2020 through December 31, 2024, at a cost of \$45,000 for 2020, \$47,580 for 2021, 2022, 2023 and 2024, and be it further

Resolved, That the Chairman of the Board be and is hereby authorized and directed to execute said agreement subject to the review of 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 Employment Agreement with the Educational Support
Professionals Association of Jefferson Community College

By Legislator: _____

Whereas, A tentative employment agreement between the County of Jefferson, the Trustees of Jefferson Community College, and the Educational Support Professionals Association of Jefferson Community College for the period September 1, 2019 through August 31, 2023, has been arrived at through collective negotiations between the Finance & Rules Committee, College Trustees, and the Educational Support Professionals Association.

Now, Therefore, Be It Resolved, That, pursuant to Article XIV of the NYS Civil Service Law, this Board does hereby ratify and approve said tentative agreement and authorizes the Chairman of this Board to execute said agreement on behalf of the County of Jefferson.

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

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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

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 **December 1, 2019 through December 31, 2019** as follows:

DMV Fees:

CC06 Retention	\$ 57,642.02
CC05 Sales Tax Ret	\$ 512.50
CC05 FS-6 Ret	\$ 727.00
Total	\$ 58,881.52

Land Records Fees:

CC07 Recording Fees	\$ 51,106.00
CC07 Filing Fees	\$ 1,755.00
CC07 Passport Fes	\$ 1,260.00
CC07 Photo Fees	\$ 580.00
CC07 RETT	\$ 318.00
CC07 RP5217 Ret	\$ 2,538.00
CC07 Notary Ret	\$ 340.00
CC07 NY Ed. Ret/RM	\$ 1,089.00
CC07 UCC's	\$ 1,000.00
CC07 Miscellaneous	\$ 248.00
CC07 Cover Page Fee	\$ 4,795.00
CC07 Overages	\$ (22.52)
CC07 Copy Fees	\$ 2,767.25
CC07 General Int.	\$ 2.29
CC07 DMV Int.	\$ 0.46
CC07 E-Subscription	\$ 2,835.00
Total	\$ 70,611.48

Mortgage Tax Fees:

CC07 Expense	\$ 29,083.00
CC07 Interest	\$ 0.19
Total	\$ 29,083.19

Court Record Fees:

CC08 Index Fees	\$ 3,265.75
CC08 Misc. Court	
CC50 County Fines	\$ 985.00
Total	\$ 4,250.75

Fees Collected for Other Depts.:

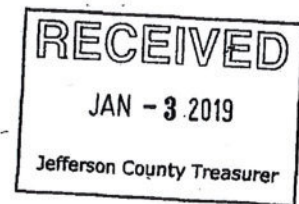
TR50 Stop DWI	\$ 525.00
TT61 Deposit Into Court	
Total	\$ 525.00

Adjustments (Deductions):

CC06 DMV Online Revenue:	
Nov.	\$ 5,989.85
Total	\$ 5,989.85
CC07 Credit Cards	\$ 6,548.70
CC07 Notaries:	\$ 160.00
CC07 Tax Sale - Rec. Fees	\$ 620.00
Tax Sale - RETT	\$ 6.00
Total	\$ 626.00

Total By Account

CC05	\$ 1,239.50
CC06	\$ 51,652.17
CC07	\$ 92,359.97
CC08	\$ 3,265.75
CC50	\$ 985.00
TR50	\$ 525.00
TT61	\$ -
Total	\$ 150,027.39



I received from Gizelle J. Meeks, Jefferson County Clerk the sum of: \$ 150,027.39

1/7/2020

Date

Dorena L. Kimball

 Jefferson County Treasurer/Deputy

Health Benefit Report

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Accrual	Total
2019	1,706,282	1,487,006	1,495,967	1,370,373	1,733,868	1,533,132	1,751,872	1,629,898	1,867,896	2,059,652	1,836,676	1,687,820		20,160,443
2018	1,592,534	1,785,350	2,113,093	1,848,874	1,279,299	1,162,251	1,400,942	1,999,071	1,431,052	1,862,490	1,355,279	1,583,609	-967,059	18,446,785
2017	1,529,529	1,866,306	1,825,608	1,572,248	1,819,815	1,815,944	1,488,988	1,596,965	1,511,099	1,561,197	1,876,330	1,697,642	-188,804	19,972,868
2016	1,633,556	1,631,731	1,966,926	1,395,394	1,555,709	1,782,977	1,674,534	1,427,421	1,982,882	1,689,937	1,380,652	1,715,106	-151,825	19,685,000
2015	1,447,909	1,711,206	1,323,090	1,832,204	1,671,467	1,478,813	1,659,141	1,336,322	1,720,703	1,832,887	1,294,288	2,045,210	-1,169,591	18,183,649
2014	1,278,930	1,130,181	1,468,292	1,665,269	1,460,980	1,536,745	1,449,695	1,374,535	1,203,417	1,289,949	1,380,933	1,362,655	275,388	16,876,970
2013	579,446	894,308	1,505,686	1,533,248	1,273,873	1,186,989	924,809	1,435,050	1,133,361	1,286,329	1,208,752	1,523,899	702,604	15,188,353
2012	701,835	1,236,667	1,325,449	958,983	1,333,307	1,090,308	1,234,885	1,319,356	1,470,833	1,356,075	1,286,161	1,390,545	468,831	15,173,236
2011	1,299,479	1,252,851	1,326,540	1,150,034	1,174,784	1,306,781	1,133,739	1,046,098	1,173,697	1,337,826	1,057,304	1,347,532	-278,692	14,327,973
2010	1,077,789	1,095,074	1,154,761	1,114,950	1,040,417	1,115,092	1,213,479	1,187,037	1,222,667	1,366,459	1,245,518	1,163,920	108,292	14,105,456
2009	1,027,412	1,084,751	1,246,381	1,165,052	1,188,985	1,244,707	1,083,067	1,190,211	1,179,638	1,313,914	1,128,054	1,019,671	-45,041	13,826,803
2008	977,732	805,876	995,288	1,147,285	921,384	812,620	965,724	1,006,833	1,198,851	1,250,648	1,084,114	950,708	21,913	12,138,976
2007	927,080	1,008,645	1,103,535	1,027,853	1,074,040	906,375	1,066,215	1,145,636	881,849	1,591,903	1,206,268	952,953	52,108	12,944,462
2006	920,372	862,003	943,946	835,357	988,449	901,759	861,100	975,331	973,716	1,024,272	1,102,396	1,093,613	72,205	11,554,521
2005	819,961	706,348	955,991	818,370	736,199	882,715	743,513	963,778	771,301	923,003	799,497	753,972	332	9,874,980
Monthly Average Percent	7.45%	8.04%	9.07%	8.51%	8.25%	8.11%	7.96%	8.48%	8.41%	9.27%	8.20%	8.76%	-0.52%	109.50%

Estimated Cost Scenarios 2019 Budget 22,100,000

Average % compared to rest of years

2012-2018 Average Cost percentage by month/year total	100.00%	
Estimated 2019 Cost	20,160,443	1,939,557
2018 Cost percentage by month/year total	100.00%	
Estimated 2019 Cost	20,160,443	1,939,557
Straight 12 Month Cost by average month to date	20,160,443	1,939,557
2005 - 2018 average monthly percentage of total	20,160,443	1,939,557