

Office of the County Administrator
Historic Courthouse
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Ryan Piche
County Administrator

Dylan Soper
Deputy County Administrator



January 16, 2025.

TO: Members of General Services Committee

FROM: Ryan Piche, County Administrator

SUBJECT: General Services Committee Agenda

Handwritten initials 'RP' in a circle, likely representing Ryan Piche.

Please let this correspondence serve as notification that the General Services Committee will meet on **Tuesday, January 21, 2025 at 6:00 p.m.** in the Board of Legislators' Chambers.

Following is a list of agenda items for the meeting:

Presentation:

County Infrastructure Grant – Dylan Soper, Deputy County Administrator

Committee Strategic Priorities – Ryan Piche, County Administrator

Resolutions:

1. Adopting the 2025 Strategic Priorities for the General Services Committee
2. Amending the 2025 County Budget and Capital Plan to Recognize 2024 Revenue from the Passenger Facility Charges for the Watertown International Airport
3. Amending the 2025 County Budget and Capital Plan in Relation to the Watertown International Airport Terminal Access Road
4. Amending the Project Budget in Relation to the Watertown International Airport Runway 28 Medium Intensity Approach Lighting System (MALSR) and Amending the 2025 County Budget and Capital Plan
5. Authorizing an Agreement with Niagara Mohawk Power Corporation and Township Tele for an easement of Certain Owned and Obligated Property at Watertown International Airport
6. Authorizing an Agreement with the Town of Hounsfield Sewer District No. 1 for an easement of Certain Owned and Obligated Property at Watertown International Airport

7. Reappropriating Funds from Various Unspent Grants Funds for the Fire and Emergency Management Department and Amending the 2025 County Budget in Relation Thereto
8. Authorizing an Agreement with the Development Authority of the North Country for the Provision of Operations & Maintenance Services
9. Authorizing Shared Services Agreement with the City of Watertown
10. Authorizing Grant Agreement, State Environmental Quality Review Act (SEQR) Determination, and Amending the 2025 County Budget in Relation to a 2024 Community Development Block Grant Award from the NYS Office of Community Renewal
11. Authorizing Professional Services Agreement with VHB for the County's Online Map Viewer
12. Authorizing A Section 5311 Grant Application For Operating and Capital Expenses For Jefferson County Rural Public Transportation and an Agreement with Volunteer Transportation for Mobility Management Services
13. Authorizing Agreement with Thompson Reuters for CLEAR Services to the Probation Department
14. Recognizing NYS Division of Criminal Justice Services Discovery Reform Grant Award for the Public Defender's Office and Amending 2024 County Budget in Relation Thereto
15. Recognizing NYS Division of Criminal Justice Services Aid to Defense Supplemental Award for the Public Defender's Office and Amending 2025 County Budget in Relation Thereto

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

RP:jdj

c:	Airport Building & Grounds District Attorney Dog Control	Fire & Emerg. Mgmt./E911 Highway/Recycling & Waste Mgmt. Planning Probation Public Defender	Sheriff Weights & Measures County Attorney County Treasurer
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JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Adopting the 2025 Strategic Priorities for the General Services Committee

By Legislator: _____

Whereas, the Jefferson County Board of Legislators recognizes the importance of setting clear, ambitious priorities to guide the work of its standing committees and ensure effective service delivery and resource management, and

Whereas, the General Services Committee has reviewed and recommended its priorities for 2025 to provide a strategic focus for its efforts while allowing flexibility to address emerging issues, and

Now, Therefore, Be It Resolved, that the Jefferson County Board of Legislators hereby adopts the following 2025 strategic priorities for the General Services Committee:

1. **Airport Capital Projects:** Support the advancement and completion of airport capital projects, including the terminal project, fuel farm project, and parking lot paving, with an anticipated completion by the end of the year.
2. **Physical Plant Improvements:** Support physical plant improvement projects funded in 2024 and 2025, with a specific focus on the Public Safety Building (PSB) parking lot, Employment and Training upgrades, and Human Services Building upgrades.
3. **Clean Energy Development:** Address land use, permitting, and taxation policies as they relate to clean energy land use development to balance growth with responsible land stewardship.
4. **Dog Control Shelter Standards:** Work towards achieving compliance with new state standards for dog control shelters to ensure the humane treatment and care of animals.
5. **Blight and Vacant Property Mitigation:** Pursue initiatives to eliminate blight and address vacant properties, including revisiting the County's role in condemnation and the management of unsafe structures.
6. **9-1-1 Tower Lease Policy:** Develop a comprehensive lease policy for 9-1-1 communication towers to optimize their use and management.

Resolved, that this resolution shall take effect immediately upon its adoption.

Seconded by Legislator: _____

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Amending the 2025 County Budget and Capital Plan to Recognize 2024 Revenue from the Passenger Facility Charges for the Watertown International Airport

By Legislator: _____

Whereas, By Resolution 118 of 2023, The Board of Legislators authorized an Application to the Federal Aviation Administration (FAA) for the Passenger Facility Charge (PFC) program at Watertown International Airport, and

Whereas, the FAA approved the application for the period starting in 2023 with the expectation to mature in 2029, and

Whereas, The County collected \$98,495.40 PFC in 2024, 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 2025 County Budget and Capital Plan is hereby amended as follows:

Increase:

Fund Balance		
01000000 30599	Appropriated Fund Balance	\$98,495.40
Expenditure		
20561000 02071	PFC Projects	\$98,495.40
Transfers		
01995000 09006	Transfer to Capital Projects Fund	\$98,495.40
20900100 95031	Transfer from General Fund	\$98,495.40

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 2025 County Budget and Capital Plan in Relation to the Watertown International Airport Terminal Access Road

By Legislator: _____

Whereas, By Resolution 159, of 2018, The Board of Legislators authorized an agreement with the Federal Aviation Administration (FAA) and New York State Department of Transportation (NYDOT) and McFarland Johnson for the design and bidding of the terminal access road, and

Whereas, By Resolution 186 of 2022, The Board of Legislators authorized an agreement with McFarland Johnson, Inc. in the amount of \$306,040, Marcy Construction in the amount of \$2,155,553, and lead agency status and determination of Non-Significance in accordance with State Environmental Quality Review (SEQR) for the access road, and

Whereas, By Resolution 312 of 2024, The Board of Legislators authorized a change order with Marcy Construction in the amount of up to \$280,000 for additional work related to the connection to New York State Route 12F, as required by the Highway Work Permit issued by NYSDOT for the connection, and

Whereas, It is necessary to authorize a change order with McFarland Johnson in an amount up to \$25,000 for additional design and project construction representative services related to the change order authorized and executed with Marcy Construction, and

Whereas, The County is anticipating an increase in FAA and NYSDOT funding in the amounts of up to \$22,500 and \$1,250, respectively.

Now, Therefore, Be It Resolved, That Jefferson County authorizes the change order with McFarland Johnson for an additional amount up to \$25,000, and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized and directed to execute said change order on behalf of the County, including any subsequent change orders as recommended by the Airport Director and County Administrator, not to exceed the funding available, subject to approval of the County Attorney as to form and content, and be it further

Resolved, That the 2025 County Budget is hereby amended as follows:

Increase:

Revenue

20900600 94589	Federal Aid – Airport Capital Projects	\$22,500
20900600 93589	Airport State Aid – DOT	1,250

Expenditure

20561000 02080	Airport Access Roads	\$25,000
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JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Amending the Project Budget in Relation to the Watertown International Airport Runway 28 Medium Intensity Approach Lighting System (MALSR) and Amending the 2025 County Budget and Capital Plan

By Legislator: _____

Whereas, By Resolution 272 of 2022, the Board of Legislators authorized Jefferson County to enter into agreements with the Federal Aviation Administration (FAA) and New York State Department of Transportation (NYSDOT) to accept funds through the Airport Improvement Program (AIP), American Rescue Plan Act (ARPA), the Bipartisan Infrastructure Law Airport Infrastructure Grant (BIL AIG) and a NYSDOT Matching Grant, and

Whereas, In addition, Resolution 272 of 2023 authorized agreements with Baseline King Corporation to complete construction work and with McFarland Johnson for Construction Oversight, and

Whereas, By Resolution 190 of 2023 and Resolution 311 of 2023, the Board of Legislators authorized Jefferson County to enter Change Orders with Baseline King for additional services for the Project outside of the original contract scope, and

Whereas, Jefferson County received grant funding from the FAA through the AIP in the amount of \$3,328,328, and

Whereas, Jefferson County received grant funding from the FAA through the BIL AIG in the amount of \$690,968, and

Whereas, the BIL AIG federal grant changed the NYSDOT allocation for the project to \$38,387, and

Whereas, It is necessary to authorize a Change Order with McFarland Johnson in an amount up to \$20,000 for additional project construction representative services related to the Change Orders authorized with Baseline King, and

Whereas, Jefferson County anticipates additional grant funding, related to the change orders, from the FAA through the Bipartisan Infrastructure Law (BIL) Airport Infrastructure Grants (AIG) in the amount of \$182,323.67, and

Whereas, Jefferson County anticipates additional grant funding from NYSDOT in the amount of \$10,129.09, and

Whereas, the federal grants received and anticipated change the local share for the project from \$108,820.10 to \$48,518.09, and

Whereas, It is necessary to correct the appropriated capital budget to account for differences in

funding allocations from federal, state and local sources as a result of the American Rescue Plan Act (ARPA) funding specific to Airport Improvement Plan (AIP) Grants at 100%, and BIL AIG at 90%.

Now, Therefore, Be it Resolved, That Jefferson County enter into a grant amendment agreement with the FAA in the amount of \$182,323.67, and be it further

Resolved, That Jefferson County enter into agreements with NYSDOT to accept grant funding in the amount of up to \$38,387.00, as well as a grant amendment agreement in the amount of up to \$10,129.09, and be it further

Resolved, That Jefferson County authorizes the Change Order with McFarland Johnson for an amount up to \$20,000, and be it further

Resolved, That the Chairman of the Board of Legislators, be and is hereby authorized and directed to execute said agreements on behalf of the County, including any changes orders as recommended by the Director of Aviation and County Administrator not to exceed the funding available in the project budget, subject to review of the County Attorney as to form and content and be it further

Resolved, that the 2025 County Budget and Capital Plan are hereby amended as follows:

Increase

Revenue

20900600 94589	Federal Aid – Airport Capital Projects	\$137,605.00
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Expenditure

20561000 02097	Airfield Lighting	\$ 16,999.99
20561000 02001	Airport Facility	\$ 60,302.01

Decrease

Revenue

20900600 93589	Airport State Aid DOT	\$ 60,303.00
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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 an Agreement with Niagara Mohawk Power Corporation and Township Tele for an easement of Certain Owned and Obligated Property at Watertown International Airport

By Legislator: _____

Whereas, The County of Jefferson owns and operates the Watertown International Airport, and

Whereas, The Terminal Gateway Revitalization project requires additional power from Niagara Mohawk Power Corporation, the electric delivery provider that serves the facility, and

Whereas, Niagara Mohawk Power Corporation has agreed to provide the power connection for the Watertown International Airport Terminal, and

Whereas, The said property is described as follows:

The "Easement Area" shall consist of a portion of the Grantor's Land twenty (20) feet in width throughout its extent, the centerline of the Easement Area being the centerline of the Facilities. The general location of the Easement Area is shown on the sketch entitled, "**Easement Sketch-Exhibit A, WR# 13-24-30964002**", which sketch is attached hereto and made a part hereof as Exhibit "A" and to be recorded herewith. The final and definitive location(s) of the Easement Area shall become established by and upon the final installation and erection of the Facilities by the Grantees in substantial compliance with Exhibit "A"

Whereas, The property is on land that is covered by certain obligations and assurances to the United States Government for the purposes of an airport, and

Whereas, The proposed easement from Niagara Mohawk Power Corporation and Township Tele shall not deprive the sponsor (Jefferson County) of rights and powers necessary to fulfill its Federal Obligations under 49 United States Code (U.S.C) subtitle VII, and

Whereas, A review of the easement was conducted and granting said easement to Niagara Mohawk Power Corporation and Township Tele will have no adverse effect on aeronautical use of the Airport provided appropriate language is added to reference such aeronautical protections.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized and directed to enter into an agreements with Niagara Mohawk Power Corporation and Township Tele for easement access and to execute the documents necessary to complete said Easement, subject to the approval 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 an Agreement with the Town of Hounsfield Sewer District No. 1 for an Easement of Certain Owned and Obligated Property at Watertown International Airport

By Legislator: _____

Whereas, The County of Jefferson owns and operates the Watertown International Airport, and

Whereas, The Town of Hounsfield is creating Sewer District No. 1 that will to serve the Watertown International Airport, and

Whereas, the said property is described as follows:

ALL that tract or parcel of land situate in the Town of Hounsfield, County of Jefferson, and State of New York being a strip of land twenty feet (20') in width, the center line of which being the approximate center line of the certain sewer pipeline(s) or appurtenances within tax parcel number(s) 81.00-1-15.1 as conveyed by Roscoe A. Eisenhower to County of Jefferson by deed recorded in the Jefferson County Clerk's Office at Instrument No. 2022-00018775 on October 24, 2022, as shown on the attached map, and

Whereas, The property is on land that covered by certain obligations and assurances to the United States Government for the purposes of an airport, and

Whereas, the proposed easement from Town of Hounsfield Sewer District No. 1 shall not deprive the sponsor (Jefferson County) of the rights and power necessary to fulfill its Federal Obligations and Assurances under 49 United States Code (U.S.C.) Subtitle VII, and

Whereas, A review of the easement was conducted and granting the said easement to Town of Hounsfield Sewer District No. 1 will have no adverse effect on aeronautical use of the airport provided appropriate language is added to reference such aeronautical protections.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized and directed to enter into an agreement with the Town of Hounsfield Sewer District No. 1 for easement access to the sewer line and to execute the documents necessary to complete said Easement, subject to the approval 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. _____

Reappropriating Funds from Various Unspent Grants Funds for the Fire and Emergency Management Department and Amending the 2025 County Budget in Relation Thereto

By Legislator: _____

Whereas, By Resolutions 199 of 2021, 356 of 2022 and 317 of 2023, the Board of Legislators recognized State Homeland Security Program (SHSP) grants for FY21, FY22, and FY23 respectively, and

Whereas, By Resolutions 165 of 2024 and 166 of 2024, the Board recognized Federal Domestic Preparedness Equipment Program funding for FY21 and FY22 Hazmat Grant, and

Whereas, By Resolution 42 of 2023, the Board recognized FY22 Domestic Terrorism Prevention (DVTP) Grant, and

Whereas, By Resolution 92 of 2023 and 316 of 2023 the Board recognized FY 21, FY22 and FY23 New York State Interoperable Communications Targeted Grand (SICG), and

Whereas, By Resolution 374 of 2024, the Board recognized FY 24 Emergency Management Performance Grant (EMPG), and

Whereas, By Resolutions 67 of 2021, 70 of 2022, 41 of 2023 and 52 of 2024, the Board reappropriated remaining funds from prior years to the appropriate expenditure lines, and

Whereas, There remain unspent amounts in FY 21, FY22, and FY23 SHSP grants, FY 21 and FY22 Hazmat Grants, FY22 DVTP and FY21, FY22 and FY23 SICG grant, to be reappropriated and placed in the appropriate expenditure lines in the 2025 Budget.

Now, Therefore Be It Resolved, That the 2025 County Budget is amended as follows:

Increase:

Fund Balance		
01000000 30599	Appropriated Fund Balance	\$1,478,684.78
Expenditure		
01341400 02300	Technical Equipment	\$1,140,000.00
01341400 02100	Equipment	34,300.00
01341400 04111	Trackable Items	27,957.04
01341400 04115	Telephone	932.17
01341400 04119	Computer Software	7,351.94
01341400 04313	Travel	3,848.40
01341400 04416	Professional Fees- Consultant	215,501.00
01341400 04428	Public Safety Services	12,500.00
01341400 04514	Uniforms & Clothing	11,785.93
01341400 04585	Operating Supplies	12,834.30
01341400 04118	Computer Hardware/Misc Parts	11,674.00

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 Development Authority of
the North Country for the Provision of Operations & Maintenance Services

By Legislator: _____

Whereas, Pursuant to Resolution 75 of 2004 the Jefferson County Board of Legislators authorized an Agreement with the Development Authority of the North Country (DANC) for the provision of public sewer services at the Highway campus, and

Whereas Pursuant to Resolutions 76 of 2005, 56 of 2010 and 70 of 2015, and 264 of 2019 The County and DANC entered into five-year agreements for the provision of operations and maintenance services for the water and sewer systems, and

Whereas, The 2020 operations agreement will expire at year end and the County is satisfied with the services DANC has provided, and the Highway Department recommends entering into another five-year agreement, and

Whereas, DANC has proposed to provide said services at a cost of \$8,400 in 2025, \$8,700 in 2026, \$8,900 in 2027, \$9,200 in 2028 and \$9,500 in 2029.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute an operations and maintenance service agreement with the Development Authority of the North Country for the period of January 1, 2025 to December 31, 2029, 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 Shared Services Agreement with the City of Watertown

By Legislator: _____

Whereas, Pursuant to General Municipal Law § 119-o municipal corporations may enter into cooperative agreements to share services for their mutual benefit, and

Whereas, Jefferson County Highway Department "County" wishes to enter into a Shared Services Agreement with the City of Watertown "City", and

Whereas, The County and City wish to share services which shall promote and assist the maintenance of County and City road and highways and provide a cost savings by maximizing the effective utilization of both parties' resources, and

Whereas, The County will store salt at City facilities for use during the snow and ice season for the cost of \$2.00 per ton.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute an agreement with the City of Watertown for shared services as outlined above with the approval 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 Grant Agreement, State Environmental Quality Review Act (SEQR) Determination, and
Amending the 2025 County Budget in Relation to a 2024 Community Development Block Grant Award
from the NYS Office of Community Renewal

By Legislator: _____

Whereas, Jefferson County has recently been notified by the New York State Office of Community Renewal (OCR) that its 2024 Community Development Block Grant (CDBG) application has been approved, and

Whereas, The \$750,000 award (581HR303-24) will be used to continue an owner-occupied housing rehabilitation program to benefit income eligible homeowners throughout Jefferson County, and

Whereas, A Grant Agreement between the New York State Housing Trust Fund Corporation (HTFC) and the County is necessary to access the funds, and

Whereas, Jefferson County has evaluated the CDBG action under the project classification guidelines of the New York State Environmental Quality Review Act, and

Whereas, The 2025 County Budget requires an amendment for revenue and expenditure line items associated with the CDBG award and program.

Now, Therefore, Be It Resolved, That the Chair of the Board of Legislators is authorized to execute a Grant Agreement, subject to the approval of the County Attorney, with the New York State Housing Trust Fund Corporation in accordance with HTFC and OCR guidelines, and

Be It Further Resolved, That the County has determined that this CDBG project is a Type II Action under the State Environmental Quality Review Act and requires no further State environmental review, and

Be It Further Resolved, That the 2025 County Budget is amended as follows:

Increase:

Revenue			
30866800 94911	Federal Aid – CDBG		\$750,000
Expenditure			
30866800 04014	CDBG Housing Rehab		\$750,000

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 Professional Services Agreement with VHB Engineering, Surveying, Landscaping, Architecture, and Geology, P.C. for the County’s Online Map Viewer

By Legislator: _____

Whereas, Jefferson County has previously entered into and subsequently renewed a GIS mapping technical support and server hosting services agreement with VHB Engineering, Surveying, Landscaping, Architecture, and Geology, P.C. (VHB) for the County’s online map viewer, which displays parcel data and several other layers of geographic information, and

Whereas, With the expiration of the current agreement at the end of 2024, a new hosting agreement is necessary with VHB to maintain public internet access to the site, provide programming services to incorporate new data sets and data layer changes, and maintain all map viewer related hardware and software, and

Whereas, VHB will provide hosting services for \$6,600 for 2025, and

Whereas, The 2025 County Budget provides funding for the services.

Now, Therefore, Be It Resolved, That Jefferson County enter into a professional services agreement with VHB Engineering, Surveying, Landscaping, Architecture, and Geology, P.C. for the period of January 1, 2025 through December 31, 2025, and be it further

Resolved, That the Chair of the Board of Legislators be and is hereby authorized to execute said agreement, subject to the approval 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 A Section 5311 Grant Application For Operating And Capital Expenses For Jefferson County Rural Public Transportation and an Agreement with Volunteer Transportation for Mobility Management Services

By Legislator: _____

Whereas, By Resolution 292 of 2022 the County adopted the Jefferson County Coordinated Transportation Plan which describes development and implementation of a County wide public transportation system in coordination with the City of Watertown's CitiBus system, and

Whereas, Pursuant to Section 5311, Title 49 United States Code, Jefferson County will submit a grant request for funds, to include both operating and capital projects, to the New York State Department of Transportation for a project to provide mass rural public transportation service, via a third party provider for the 2024 and 2025 fiscal years, and

Whereas, Jefferson County and the State of New York have entered into continuing agreements which authorize the undertaking of the Project and reimbursement of the Federal and applicable State shares, and

Whereas, Jefferson County recognizes that the 5311 public transportation grant is a reimbursable program where the County is responsible for the local share, and that eligible federal and state funds will only be reimbursed after the County purchases the service/product and supplies the appropriate reimbursable documentation to the State Department of Transportation, and

Whereas, By Resolution 244 of 2024, Jefferson County has committed the required 10% local share for 5311 funds, and

Whereas, The County issued a Request for Proposals to identify qualified vendors to provide mobility management services for a 24-month period with three, one-year options to extend the contract. The contract term will be from June 1, 2023 to May 30, 2025 and is subject to Federal Transit Administration's Section 5311 funding, and

Whereas, Through the RFP process, the Volunteer Transportation Center was identified as a firm with the required credentials, expertise, and experience to assist the County with mobility management services for a fee not to exceed \$215,015 for initial two-year period, and

Whereas, Jefferson County will issue a Request For Proposal for resources to contract with a Third Party Operator to provide county-wide public transportation services within Jefferson County, for fiscal years 2024 and 2025, with the option of three one year contract extensions.

Now, Therefore Be it Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute agreements and other documents as may be required to secure funding from the State of New York to complete the public transportation projects for the 2024 and 2025 fiscal years, subject to the approval of the County Attorney as to form and content, and be it further

Resolved, That the Chair of the Board of Legislators be and is hereby authorized to execute an agreement with Volunteer Transportation Center for mobility management services on behalf of the County, 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 Agreement with Thompson Reuters for
CLEAR Services to the Probation Department

By Legislator: _____

Whereas, The County Probation Department is responsible for supervising and monitoring offenders, and

Whereas, The Probation Department experiences challenges with monitoring offenders who frequently change their residence, and

Whereas, Thompson Reuters offers CLEAR services, an investigation tool that enables the Probation Department to search for offenders via various methods, and

Whereas, The current contract expires on March 31, 2025 and the Probation Department recommends contracting with Thompson Reuters for CLEAR services for the period April 1, 2025 through March 31, 2028 for the amount of \$446.12 per month in 2025, \$468.43 per month in 2026 and \$491.85 per month in 2027.

Now, Therefore, Be It Resolved, That Jefferson County enter into an agreement with Thompson Reuters, for the aforementioned services, term and cost, and be it further

Resolved, That the Chairman of the Board of Legislators be and is hereby authorized to enter into said agreement on behalf of Jefferson County, 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. _____

Recognizing NYS Division of Criminal Justice Services Discovery Reform Grant Award for the Public Defender's Office and Amending 2024 County Budget in Relation Thereto

By Legislator: _____

Whereas, Jefferson County has been awarded a NYS Division of Criminal Justice Services Discovery Reform Grant for the Public Defender's Office in the amount of \$240,485 for the period of April 1, 2023 through March 31, 2025, and

Whereas, The Discovery Reform Grant provides resources for expenses related to the implementation of discovery and pretrial reforms that took effect January 1, 2020, and

Whereas, Said Grant will be used to offset public defense services for 2024.

Now, Therefore, Be It Resolved, that Jefferson County 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 necessary to fulfill the requirements of this grant award on behalf of Jefferson County, subject to the approval of the County Attorney as to form and content, and be it further

Resolved, That the 2024 County Budget is hereby amended as follows:

Increase:

Revenue		
01117000 93032	State Aid to Defense	\$240,485

Decrease:

Fund Balance		
01000000 30599	Appropriated Fund Balance	\$240,485

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. _____

Recognizing NYS Division of Criminal Justice Services Aid to Defense Supplemental Award for the Public Defender’s Office and Amending 2025 County Budget in Relation Thereto

By Legislator: _____

Whereas, Jefferson County has been awarded a NYS Division of Criminal Justice Services Aid to Defense Grant for the Public Defender’s Office in the amount of \$240,485 for the period of April 1, 2023 through March 31, 2025, and

Whereas, The Aid to Defense Grant is provided to support public defense services and expenses, and

Whereas, Said Grant will be used for office furniture related to collaborative space, new mandated positions created in recent budgets, replacement of deteriorated furniture, technology for collaboration and efficiency, as well as to offset existing public defense services.

Now, Therefore, Be It Resolved, that Jefferson County 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 necessary to fulfill the requirements of this grant award on behalf of Jefferson County, subject to the approval of the County Attorney as to form and content, and be it further

Resolved, That the 2025 County Budget is hereby amended as follows:

Increase:

Revenue		
01117000 93032	State Aid to Defense	\$240,485

Expenditure		
01117000 02200	Office Furniture	\$115,000
01117000 04111	Trackable Durable	10,000

Decrease:

Fund Balance		
01000000 30599	Appropriated Fund Balance	\$115,485

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