

Office of the County Administrator
Historic Courthouse
195 Arsenal Street, 2nd Floor
Watertown, New York 13601-2567
Phone: (315) 785-3075 Fax: (315) 785-5070

Ryan Piche
County Administrator

Dylan Soper
Deputy County Administrator



May 1, 2025

To: Honorable Members of the Board of Legislators

This shall serve as notice that the regular session of the Jefferson County Board of Legislators for the month of May will be convened on ***Tuesday, May 6, 2025 at 6:00 p.m.*** in the Board of Legislators Chambers, Historic Courthouse, 195 Arsenal Street, Watertown, NY.

If you need additional information relative to any of the Board Session agenda items, please feel free to give me a call.

The agenda for the Session is as follows:

ROLL CALL OF MEMBERS

PUBLIC HEARING - 2025 Community Development Block Grant Process

PRIVILEGE OF THE FLOOR

READING OF MINUTES OF LAST SESSION, IF REQUESTED

PRESENTATION OF PETITIONS, NOTICES AND COMMUNICATIONS

REPORTS OF STANDING COMMITTEES

Report of the Finance & Rules Committee on Financial Resolutions

REPORTS OF COUNTY OFFICERS AND OTHERS

Report of the County Treasurer on Investments and Cash in Banks

Report of the County Administrator on Budget Transfers

Report of the County Auditor on Erroneous Assessments

LOCAL LAWS, RESOLUTIONS AND MOTIONS

1. Resolution No. 120 Setting and Reporting Standard Work Day Hours to the New York State and Local Employees' Retirement System for Certain Elected Officials
2. Local Law Intro No. 2 of 2025 A Local Law Authorizing the County Administrator to Approve and Sign Certain Contracts

3. Resolution No. 121 Approving Mortgage Tax Report
4. Resolution No. 122 Authorizing An Inter-Municipal Agreement with Jefferson-Lewis-Hamilton-Herkimer-Oneida BOCES for Provision of Drug and Alcohol Testing
5. Resolution No. 123 Amending Jefferson County Administrative Policies and Procedures for Management and Management Confidential Employees
6. Resolution No. 124 Amending 2025 County Budget for the Information Technology Department Relative to General Ledger Coding Review
7. Resolution No. 125 Authorizing an Agreement with AP Global Insurance Services, LLC to Conduct a Retiree Drug Subsidy Reopening for the Jefferson County Health Benefits Program
8. Resolution No. 126 Authorizing Appointments/Reappointments to the Workforce Development Board
9. Resolution No. 127 Increasing County Treasurer Petty Cash Fund
10. Resolution No. 128 (Roll Call Vote) Authorizing an Agreement with Granicus for a Short-Term Rental and Occupancy Tax Management System and Support and Amending the 2025 Budget in Relation Thereto
11. Resolution No. 129 Authorizing an Agreement with Advent Financial Systems, LLC
12. Resolution No. 130 (Roll Call Vote) Amending the 2025 County Budget and Capital Plan in Relation to 911 Emergency EXACOM Dispatch Recorder System
13. Resolution No. 131 (Roll Call Vote) Amending the 2024 County Budget and Capital Plan to Reappropriate American Rescue Plan Act (ARPA) Funds in Relation to Certain Highway Projects
14. Resolution No. 132 Adopting Guidelines and Administrative Procedures in Relation to the County's Housing Improvement Program
15. Resolution No. 133 (Roll Call Vote) Amending the 2025 County Budget to Reappropriate New York State Statewide Investment in More Swimming (NYSWIMS) Grant Funds

16. Resolution No. 134 Authorizing an Agreement with Barton & Loguidice for Professional Engineering Services Related to the Transfer Station Building Renovation, Permitting, and Paving
17. Resolution No. 135 Authorizing an Agreement with G.R.O. Energy Solutions LLC of Jefferson County for Provision of Home Modification Program Services
18. Resolution No. 136 Authorizing an Agreement for Provision of Housekeeping Services for Older Adults of Jefferson County
19. Resolution No. 137 Authorizing Agreements with New York State Department of Education Approved Agencies for the Provision of Special Education Services for Preschool Children with Disabilities
20. Resolution No. 138 Authorizing Agreements with Established Rates for Provision of Related Services in Connection with the Program for Preschool Children with Disabilities
21. Resolution No. 139
(Roll Call Vote) Authorizing Amended Agreements with the Home Care Association of New York State and Iroquois Healthcare Association Related to Additional Funding for the Community Medicine and Paramedicine Programs and Amending the 2025 County Budget in Relation Thereto
22. Resolution No. 140 Appointing Member to Jefferson County Public Health Services Professional Advisory Committee

Sincerely,



Ryan Piche
Clerk of the Board

RP:jdj

Enc.

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. 120

Setting and Reporting Standard Work Day Hours to the New York
 State and Local Employees' Retirement System for Certain Elected Officials

By Legislator: Robert D. Ferris

Be It Resolved, That the County of Jefferson/10022 10 hereby establishes the following as the standard work days for these titles and will report the officials to the New York State and Local Employees' Retirement System based on the record of activities. maintained and submitted by this official to the Clerk of this body:

ELECTED OFFICIALS

Title	Standard Work Day (Hrs/day) Min. 6 hrs Max 8 hrs	Name	Social Security Number (Last 4 digits)	Registration Number	Tier 1 (Check only if member is in Tier 1)	Current Term Begin & End Dates (mm/dd/yy-mm/dd/yy)	Record of Activites Result	Not submitted (Check only if official did not submit their Record of Activities)
Elected Officials								
County Clerk	7 hrs	Gizelle J. Meeks	████	██████████		01/01/22-12/31/25	22.84	

Seconded by Legislator: Frances A. Calarco

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. 120 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 6th day of May, 2025 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

COUNTY OF JEFFERSON

Local Law Intro Number 2 of 2025

A LOCAL LAW AUTHORIZING THE COUNTY ADMINISTRATOR
TO APPROVE AND SIGN CERTAIN CONTRACTS

By Legislator: Philip N. Reed, Sr.

BE IT ENACTED by the County Legislature of the County of Jefferson as follows:

Whereas, by Resolution No. 101 of 2025, this Board of Legislators amended the Purchasing section of the Jefferson County Administrative Policies and Procedures, Subsection 4.01 Policy, Control & Quotations, to include permitting the Jefferson County Administrator the ability to approve and sign contracts that do not exceed the sum of \$20,000, and

Whereas, Local Law No. 10 of 1986 entitled "Establishing the Office of County Administrator", Section 5 thereof entitled "Powers and Duties" does not provide the County Administrator with the authority to approve and sign contracts, and

Whereas, it is therefore necessary to amend said local law so as to grant such contract approval and signing authority to the Jefferson County Administrator, and

Whereas, this Board of Legislators desires to grant such contract approval and signing authority to the Jefferson County Administrator.

Section 1: That Local Law No. 10 of 1986, Section 5 is hereby amended to include a new paragraph R, and to modify existing paragraph R., to read as follows:

R. To approve and sign contracts that do not exceed the sum of \$20,000, subject to the approval by the County Attorney as to form and content.

[R.] S. To have such other powers and shall perform such other duties as may now or hereafter be conferred or imposed by the Board of [Supervisors] Legislators.

Section 2: If any clause, sentence, paragraph, subdivision, section, or part of this law shall be adjudged by a court of competent jurisdiction to be invalid or unconstitutional, such order or judgment shall not affect, impair or invalidate the remainder thereof, but shall be confined to its operation to the clause, sentence, paragraph, subdivision, section or part of this law, or in its application to the person, individual, corporation, firm, partnership, entity, or circumstance directly involved in the controversy in which such order or judgment shall be rendered.

Section 3: This local law shall take effect upon its filing in the Office of the Secretary of State as provided in Section 27 of the Municipal Home Rule Law.

Seconded by Legislator: Robert D. Ferris

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. 121

Approving Mortgage Tax Report

By Legislator: Steel E. Potter

Whereas, The Board of Legislators is in receipt of the semi-annual Mortgage Tax Report showing the amount to be credited to each tax district in the County of the money collected during the preceding six months, ending March 31, 2025.

Now, Therefore, Be It Resolved, That, pursuant to Section 261 of the Tax Law, this Board issue Tax Warrants for the payment to the respective tax districts of the amounts so credited and authorize and direct the County Treasurer to make payment of said amounts to the respective districts in accordance with the report.

Seconded by Legislator: Robert D. Ferris

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. 121 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 6th day of May, 2025 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. 122

Authorizing An Inter-Municipal Agreement with Jefferson-Lewis-Hamilton-Herkimer-Oneida
BOCES for Provision of Drug and Alcohol Testing

By Legislator: Steel E. Potter

Whereas, It is necessary for Jefferson County Airport, Dispatch, Highway, Recycling and Waste Management and Sheriff's Departments to have drug and alcohol testing services available, and

Whereas, These services maintain compliance with the Federal Motor Carrier Clearinghouse mandate in relation to employees holding a CDL and covered by the County's Agreement with the Civil Service Employees Association Local 1000, and

Whereas, These services maintain compliance with the Sheriff's Department Drug and Alcohol Testing Policy in relation to employees covered by the County's agreements with the Deputy Sheriff's Association Local 3928 and Sheriff's Employees Local 3089, and

Whereas, The County is enrolled in the Jefferson-Lewis BOCES Drug and Alcohol Program, and

Whereas, Rates for contracted services include a \$450 annual administration fee, \$85 for random drug test, and \$45 for random alcohol test.

Now, Therefore, Be It Resolved, That Jefferson County enter into an agreement with Jefferson-Lewis-Hamilton-Herkimer-Oneida BOCES for the provision of drug and alcohol testing services for the period July 1, 2025 through June 30, 2026, and be it further

Resolved, That the Chairman of the Board is hereby authorized to execute said agreement on behalf of Jefferson County, with the approval of the County Attorney as to form and content.

Seconded by Legislator: Frances A. Calarco

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. 122 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 6th day of May, 2025 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. 123

Amending Jefferson County Administrative Policies and Procedures for Management
and Management Confidential Employees

By Legislator: Robert W. Cantwell, III

Whereas, Administrative Policies and Procedures Section 3.02 governing Management and Management Confidential employees adopted by Resolution No. 18 of 1989, as amended, led to the creation of the Management Policies and Employment Manual, serving as the guiding policy document for the employment for County management employees, and

Whereas, Periodic updates to the Management Manual are necessary to ensure alignment with best practices and to support employee recruitment, retention, and performance management, and

Whereas, The Administrative Policy Section 3.02 Management Policies and Employment Policy Manual is in need of further amendment to reflect various changes to the terms and conditions of employment, and

Whereas, The proposed changes are intended to support talent attraction and retention, provide clarification on benefits and work expectations, and enhance management practices across departments.

Now, Therefore Be It Resolved, That Administrative Policy Section 3.02 and the associated Manual is hereby amended as per the attached and shall be effective upon adoption.

Seconded by Legislator: Philip N. Reed, Sr.

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. 123 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 6th day of May, 20 25 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. 124

Amending 2025 County Budget for the Information Technology Department Relative to
General Ledger Coding Review

By Legislator: Steel E. Potter

Whereas, Since the 2025 budget process, a review has been conducted to ensure uniformity in general ledger coding with best practices, the adopted Chart of Budgetary Accounts, and IRS regulations, and

Whereas, In an effort to reflect expenses in their most appropriate account and strengthen County financial reporting, it is necessary to transfer funds between certain accounts.

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

Increase:

01168000 04114 Maintenance/Subscriptions \$70,000

Decrease:

01168000 04418 Technology Services \$70,000

Seconded by Legislator: Frances A. Calarco

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. 124 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 6th day of May, 2025 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. 125

Authorizing an Agreement with AP Global Insurance Services, LLC to Conduct a Retiree Drug Subsidy Reopening for the Jefferson County Health Benefits Program

By Legislator: Daniel R. McBride

Whereas, The Director of Insurance is recommending that a Retiree Drug Subsidy (RDS) reopening take place in order to ensure that the County has received all of its RDS entitlement payments, and

Whereas, The County's health insurance consultant has evaluated potential vendors and is recommending AP Global Insurance Services, LLC based upon their demonstrated history and fee structure, and

Whereas, AP Global Insurance Services, LLC will provide the service for the fee of 30% of the money recouped as part of the RDS reopening process.

Now, Therefore, Be It Resolved, That the Chairman of the Board is hereby authorized to execute such agreement with AP Global Services, LLC on behalf of Jefferson County, subject to the approval of the County Attorney as to form and content.

Seconded by Legislator: Robert D. Ferris

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. 125 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 6th day of May, 2025 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. 126

Authorizing Appointments/Reappointments to the Workforce Development Board

By Legislator: Steel E. Potter

Whereas, The Workforce Innovation and Opportunity Act of 2014, Public Law 113-128, requires that there be established a local Workforce Development Board (WDB) to oversee local job training services and activities, and

Whereas, Chapter 2, Section 107(a)(b) of the Workforce Innovation and Opportunity Act authorizes the establishment, membership, and composition of the local Workforce Investment Board, and

Whereas, Chapter 2, Section 107(c) of the Workforce Innovation and Opportunity Act authorizes the appointment and certification for local Workforce Investment Board membership, and

Whereas, The Counties of Jefferson and Lewis seek to appoint individuals to the local Workforce Development Board who have interest and experience in the delivery of local workforce development services.

Now, Therefore Be It Resolved, That the Board of Legislators hereby authorizes the Chairman of the Board to appoint/reappoint the following individuals to serve as members of the Jefferson-Lewis Workforce Development Board for the terms indicated.

<u>Member</u>	<u>Term to Expire</u>
<u>Jefferson County Representatives</u>	
Stephen Todd, Jefferson-Lewis BOCES	6/30/2028
<u>Jefferson-Lewis Representatives</u>	
Lynn Murray, Murcrest Farms	6/30/2028
*James Thompson, District Office Manager, Access-VR	6/30/2027
<u>Lewis County Representative</u>	
*Tracey Yarina, Ominia Materials	6/30/2028

*New Appointment

Seconded by Legislator: Robert W. Cantwell, III

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. 126 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 6th day of May, 20 25 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. 127

Increasing County Treasurer Petty Cash Fund

By Legislator: Robert D. Ferris

Whereas, Pursuant to Section 371 of the County Law, and by Resolution No. 196 of 1957, Resolution No. 88 of 1988, and Resolution No. 176 of 2015, a petty cash fund was established in the County Treasurer's Office in the amount of \$100 and subsequently increased to \$250 and \$300, respectively, and

Whereas, Said petty cash fund is used to make change when taxpayers pay cash at the Treasurer's Office, and

Whereas, The County Treasurer has recommended that the amount be increased from \$300 to \$450 to better serve the taxpayers in terms of change needed on a daily basis, and to provide each clerk in the office with their own cash box.

Now, Therefore, Be It Resolved, Pursuant to Section 371 of the County Law, the funding level of the County Treasurer petty cash fund is hereby increased to \$450.

Seconded by Legislator: Robert W. Cantwell, III

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. 127 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 6th day of May, 20 25 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. 128

Authorizing an Agreement with Granicus for a Short-Term Rental and Occupancy Tax Management System and Support and Amending the 2025 County Budget in Relation Thereto

By Legislator: Philip N. Reed, Sr.

Whereas, With rise in popularity of short-term rentals, many communities have struggled to define and enforce regulations that preserve community character and keep communities safe, while ensuring parity in revenue collection, and

Whereas, The passage of New York State Senate Bill S820 and Assembly Bill A5686 aim to provide a structured and uniform approach to managing short-term rentals throughout New York State, balancing the interests of property owners, local governments, and residents; while providing parity with existing forms of travel accommodations such as hotels and motels, and

Whereas, the new law provides for local responsibilities in the administration and collection of occupancy taxes, and

Whereas, one such responsibility requires counties to operate a short-term rental registry in order to enforce and collect occupancy taxes, and

Whereas, A thorough evaluation and demonstration period was conducted to evaluate potential vendors, resulting in the selection of Granicus to create and maintain a short-term rental registry and tax collection system, and

Whereas, Per the agreement, Granicus will establish a short-term rental and occupancy tax registry and will provide compliance monitoring services, address identification, and staff training, and

Whereas, Granicus has proposed to provide the services for a one-time set up fee for \$4,360 and an annual initial subscription fee of \$29,687.60.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized to sign an agreement with Granicus for a Short-Term Rental and Occupancy Tax Registry for the initial term of one year, including any additional extensions, subject to mutual termination, with 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		
50902300 91113	Tax On Room Occupancy	\$ 34,048
Expenditure		
50641000 04119	Computer Software	\$ 34,048

Seconded by Legislator: Robert D. Ferris

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. 128 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 6th day of May, 20 25 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. 129

Authorizing an Agreement with Advent Financial Systems, LLC

By Legislator: Corey Y. Grant

Whereas, Advent Financial Systems, LLC owns and maintains a software program designed to aid prosecutors, courts, and other appropriate law enforcement agencies with operating online alternative resolution programs, and

Whereas, The District Attorney's Office has been utilizing the services of Advent Financial Systems, LLC since 2020 to administer the traffic ticket reduction program, and

Whereas, Advent Financial Systems, LLC is upgrading its security to Payment Card Industry-Data Security Standard Level 3 and will require a contractual agreement between the company and its clients.

Now, Therefore, Be It Resolved, That Jefferson County enter into an agreement with Advent Financial Systems, LLC for said services for an initial period of July 1, 2025 through June 30, 2028, and thereafter yearly, or until the contract is terminated by either party, and be it further

Resolved, That the Chairman of the Board of Legislators 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: Steel E. Potter

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. 129 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 6th day of May, 20 25 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. 130

Amending the 2025 County Budget and Capital Plan in Relation to
911 Emergency EXACOM Dispatch Recorder System

By Legislator: Philip N. Reed, Sr.

Whereas, An upgrade to the 911 Communications Dispatch Center EXACOM Voice Recorder System is required due to the current system reaching end of supported life, and

Whereas, The cost of this upgrade is to be funded through the 911 Wireless Surcharge Revenue Funds, which is restricted for costs related to the 911 Communications Dispatch Center, and

Whereas, It is necessary to allocate these funds to the appropriate budget account to support the project.

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

Decrease:

Restricted Fund Balance		
01000000 30888	911 Wireless Surcharge Restricted Funds	\$94,733

Increase:

Expenditure		
01341100 02300	Technical Equipment	\$94,733

and be it further

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

Seconded by Legislator: Daniel R. McBride

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. 130 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 6th day of May, 20 25 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. 131

Amending the 2024 County Budget and Capital Plan to Reappropriate American Rescue Plan Act (ARPA)
Funds in Relation to Certain Highway Projects

By Legislator: Steel E. Potter

Whereas, the American Rescue Plan Act (ARPA) was enacted on March 11, 2021, to provide financial relief to state, local, territorial, and tribal governments in response to the economic impacts of the COVID-19 public health emergency, and

Whereas, By Resolution Nos. 243 of 2021 and 111 of 2023, The Board of Legislators accepted American Rescue Plan Act (ARPA) funding in the amount of \$21,333,967, and

Whereas, By Resolution Nos. 135 of 2023 and 116 of 2024 funds were appropriated for various Highway projects, and

Whereas, The following projects have been completed under-budget, and

Whereas, Remaining funds can be utilized to support other infrastructure needs.

Now, Therefore, Be It Resolved, That the 2024 County Budget is hereby amended as follows:

Decrease:

Expenditure

20511300 02878	H14, McDonald Hill Road Bridge	\$4,790.47
20511300 02910	B33, Limestone Road	95.80
20511300 02911	B34, Limestone Road	13.65

Increase:

Expenditure

20511200 02756	County Road 97	\$4,899.92
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And be it further

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

Seconded by Legislator: Daniel R. McBride

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. 131 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 6th day of May, 2025 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. 132

Adopting Guidelines and Administrative Procedures in Relation to the County's Housing Improvement Program

By Legislator: Steel E. Potter

Whereas, Jefferson County has received a Community Development Block Grant (CDBG) for the 2024 Program Year (581HR303-24), from the New York State Office of Community Renewal to implement and administer a county-wide Housing Improvement Program, and

Whereas, Local Guidelines and Administrative Procedures have been developed for implementation and administration of the program in compliance with applicable federal, state and local regulations, and

Whereas, The Guidelines and Administrative Procedures are updated for each CDBG housing award to incorporate changes to meet program and regulatory requirements associated with the award, and

Whereas, The Guidelines and Administrative Procedures must be adopted by the Board of Legislators.

Now, Therefore, Be It Resolved, That the Board of Legislators hereby adopts Guidelines and Administrative Procedures in relation to the County's Housing Improvement Program which shall become effective immediately for all County-sponsored housing rehabilitation activities conducted with 2024 Small Cities Community Development Block Grant funding.

Seconded by Legislator: Robert D. Ferris

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. 132 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 6th day of May, 2025 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. 133

Amending the 2025 County Budget to Reappropriate New York State Statewide Investment in
More Swimming (NYSWIMS) Grant Funds

By Legislator: Philip N. Reed, Sr.

Whereas, Resolution No. 224 of 2024 authorized agreements with The City of Watertown, Town of Clayton, Village of Alexandria Bay, and the Village of Chaumont to passthrough New York State Statewide Investment in More Swimming Grant (NYSWIMS) funding to municipalities for the recruitment and retention of lifeguards, and

Whereas, Grant funds remain from the 2024 allocation for NYSWIMS, and

Whereas, It is necessary to reappropriate the funds for the 2025 fiscal year in order to provide for the continuation of the program.

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

Increase:

Revenue		
01802000 93889	State Aid- Other Culture & Recreation	\$50,000

Expenditure		
01799000 04600	Culture & Recreation- Payment & Contributions	\$50,000

Seconded by Legislator: Robert D. Ferris

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. 133 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 6th day of May, 2025 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. 134

Authorizing an Agreement with Barton & Loguidice for Professional Engineering Services
Related to the Transfer Station Building Renovation, Permitting, and Paving

By Legislator: Philip N. Reed, Sr.

Whereas, Resolution No. 81 of 2025 authorized an agreement with Infrastructure Repair Service to resurface the transfer station floor and rework the leachate collection drain system, and

Whereas, Barton & Loguidice has been identified as the firm best suited to provide professional engineering services for the projects, at a cost not to exceed \$76,000, and

Whereas, A formal bid will be held for the transfer station renovation work.

Now, Therefore, Be It Resolved, That Jefferson County shall enter into an agreement with Barton & Loguidice for the aforementioned services, and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized and directed to execute said agreement on behalf of the County, subject to review by the County Attorney as to form and content.

Seconded by Legislator: Steel E. Potter

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. 134 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 6th day of May, 2025 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. 135

Authorizing an Agreement with G.R.O Energy Solutions LLC of Jefferson County for Provision
of Home Modification Program Services

By Legislator: Christopher S. Boulio

Whereas, The Jefferson County Office for the Aging works for the establishment and expansion of programs and services which assist older adults in the areas of their most urgent need, and

Whereas, The Office for the Aging is eligible to receive State and Federal funds for the purpose of providing needed programs and services to residents of Jefferson County, and

Whereas, There exists a demand for handyman services to support the Home Modification Program, which can aid older adults in maintaining independence in the home.

Whereas, G.R.O Energy Solutions LLC has proposed to provide the service for a rate of \$95 per hour, plus materials.

Now, Therefore, Be It Resolved, That pursuant to Section 95-a of the General Municipal Law, the Chairman of the Board of Legislators is hereby authorized to execute an agreement with G.R.O Energy Solutions LLC for handyman services for the Home Modification Program at a cost of \$95 per hour plus cost of materials, for the period of May 1, 2025 through December 31, 2025, subject to approval of the County Attorney as to form and content.

Seconded by Legislator: Tina M. Bartlett-Bearup

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. 135 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 6th day of May, 2025 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. 136

Authorizing an Agreement for Provision of Housekeeping Services for
Older Adults of Jefferson County

By Legislator: Robert W. Cantwell, III

Whereas, The Jefferson County Office for the Aging works for the establishment and expansion of programs and services which assist older adults in the areas of their most urgent need, and

Whereas, The Office for the Aging is eligible to receive State and Federal funds for the purpose of providing needed programs and services to residents of Jefferson County, and

Whereas, There exists a demand for housekeeping services, which can aid older adults in maintaining independence in the home.

Now, Therefore, Be It Resolved, That pursuant to Section 95-a of the General Municipal Law, the Chairman of the Board of Legislators is hereby authorized to execute an agreement with Luxury Island Cleaners LLC for provision of housekeeping services to older adults, at the rate of \$50 per hour, for the period of May 1, 2025 through December 31, 2025, subject to approval of the County Attorney as to form and content.

Seconded by Legislators: Frances A. Calarco

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. 136 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 6th day of May, 20 25 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. 137

Authorizing Agreements with New York State Department of Education Approved Agencies for the Provision of Special Education Services for Preschool Children with Disabilities

By Legislator: Christopher S. Boulio

Whereas, New York State Education Law requires that municipalities enter into agreements with agencies approved by the New York State Commissioner of Education to offer special education services to preschool children with disabilities who are determined by the board of education of local school districts to require placement in such special education programs, and

Whereas, The New York State Commissioner of Education has approved providers of services and has set rates for all special education program services, and

Whereas, In conjunction with the operation of the Special Education Services for Preschool Children with Disabilities Program, it is necessary to enter into contracts with approved services providers at said established rates.

Now, Therefore, Be It Resolved, Pursuant to Section 4410 of the New York State Education Law, Jefferson County is hereby authorized to enter into agreements for the term July 1, 2025 through June 30, 2026, for the provision of special education services to children ages three through five with disabilities with the following New York State Education Department approved service providers:

<u>Provider</u>	<u>Service</u>
Alexandria CSD	Evaluations
ARC Jefferson-St. Lawrence NY	Evaluations Special Education Classroom Special Education Itinerant Teaching
Belleville Henderson CSD	Evaluations
Building Blocks SLP, OT & PT Family Services, PLLC	Evaluations
Carthage CSD	Evaluations Special Education Itinerant Teaching
Central Association for the Blind and Visually Impaired	Evaluations
Copenhagen CSD	Evaluations

General Brown CSD	Evaluations
Jefferson-Lewis BOCES	Evaluations
Milestones Children's Center	Evaluations Special Education Classroom Special Education Itinerant Teaching
South Jefferson CSD	Evaluations
Thousand Islands CSD	Evaluations
Watertown CSD	Evaluations

and be it further

Resolved, That the need for such special education services is to be determined by local School Boards of Education, at rates established by the New York State Commissioner of Education as certified by the Director of the Budget of the State of New York, and shall be in a form and contain such terms and conditions as may be acceptable to the New York State Commissioner of Education, and be it further

Resolved, That the Chairman of the Board of Legislators and the Director of Community Services are hereby authorized and directed to execute such agreements on behalf of Jefferson County, subject to approval by the County Attorney as to form and substance, and be it further

Resolved, That the Director of Community Services is hereby directed to send a letter notifying local school boards of education of the rates of each of the special education service providers and the percentage of local share of such cost.

Seconded by Legislator: Karen J. Freeman

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. 137 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 6th day of May, 20 25 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. 138

Authorizing Agreements and Establishing Rates for Provision of Related Services
in Connection with the Program for Preschool Children with Disabilities

By Legislator: Christopher S. Boulio

Whereas, The Program for Preschool Children with Disabilities provides a variety of related services to children aged three to five years with certain disabilities, such services to be provided in the least restrictive environment, be it home or agency based, and

Whereas, Chapter 243 of the Laws of 1989 requires that counties maintain a list of appropriately certified or licensed professionals to deliver related services to preschool children with disabilities and set a reasonable reimbursement rate for such services, subject to the approval of the New York State Education Department.

Now, Therefore, Be It Resolved, That, pursuant to Section 4410 of the Education Law, Jefferson County enter into an agreement with each of the following parties for the provision of the indicated service(s), and be it further

Resolved, The term of said agreement shall be for the period July 1, 2025 through June 30, 2026 in accordance with the requirements of the State Education Law and regulations:

<u>Provider</u>	<u>Service</u>
315 Therapy for PT, OT and SLP, PLLC	Speech Therapy Physical Therapy Occupational Therapy
Alexandria CSD	Speech Therapy Physical Therapy Occupational Therapy
ARC Jefferson-St. Lawrence NY	Speech Therapy Physical Therapy Occupational Therapy
Belleville Henderson CSD	Speech Therapy Physical Therapy Occupational Therapy
Building Blocks SLP, OT & PT Family Services, PLLC	Speech Therapy Physical Therapy Occupational Therapy
Carthage CSD	Speech Therapy

	Physical Therapy Occupational Therapy
Central Association for the Blind and Visually Impaired	Orientation and Mobility Teacher of the Visually Impaired
Copenhagen CSD	Speech Therapy Physical Therapy Occupational Therapy
General Brown CSD	Speech Therapy Physical therapy Occupational Therapy
Jefferson-Lewis BOCES	Audiological Teacher of the Deaf
Lewis County Hospital	Speech Therapy Physical Therapy Occupational Therapy
South Jefferson CSD	Speech Therapy Physical Therapy Occupational Therapy
Thousand Islands CSD	Speech Therapy Physical Therapy Occupational Therapy
Watertown CSD	Speech Therapy Physical Therapy Occupational Therapy 1:1 Aide

and be it further

Resolved, That the rates of payment for Preschool Related Services by a Speech Pathologist, Occupational Therapist and Physical Therapist are hereby established as follows:

	On-site	Off-site
Individual Up to 59 Minutes	\$41.00	\$70.00
Individual Over 60 Minutes	\$58.00	\$87.00
Group Up to 59 Minutes	\$29.00	\$46.00
Group Over 60 Minutes	\$46.00	\$64.00

and be it further

Resolved, That the rates of payment for Preschool Related Services by Certified Occupational Therapy and Licensed Physical Therapy Assistants are hereby established as follows:

	On-site	Off-site
Individual Up to 59 Minutes	\$29.00	\$46.00
Individual Over 60 Minutes	\$41.00	\$56.00
Group Up to 59 Minutes	\$26.00	\$41.00
Group Over 60 Minutes	\$37.00	\$51.00

and be it further

Resolved, That the rates of payment for Preschool Related Services by Preschool 1:1 Aide Related Services are hereby established as follows:

Individual 30 Minutes	\$8.50
Group 30 Minutes	\$6.00

and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute such agreements on behalf of Jefferson County, and be it further

Resolved, That the Director of Community Services is hereby authorized and directed to take such steps and execute such documents as may be necessary to secure approval of the rates established herein by the New York State Education Department.

Seconded by Legislator: Frances A. Calarco

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. 138 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 6th day of May, 2025 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. 139

Authorizing Amended Agreements with the Home Care Association of New York State and Iroquois Healthcare Association Related to Additional Funding for the Community Medicine and Paramedicine Programs and Amending the 2025 County Budget in Relation Thereto

By Legislator: Robert W. Cantwell, III

Whereas, By Resolution 254 of 2022, this Board of Legislators authorized an agreement with the Home Care Association of New York State and the Iroquois Healthcare Association for Jefferson County to pilot a community medicine and paramedic program in 2022 with grant funds in the amount of \$250,000 received from the Mother Cabrini Health Foundation, and

Whereas, By Resolution 108 of 2023, Jefferson County Public Health Service (JCPHS) was awarded an additional \$225,000 to continue the pilot program for the period of January 1, 2023 through December 31, 2023, and

Whereas, By Resolution 71 and 72 of 2024 the period of the agreements were extended through December 31, 2024 and additional funding in the amount of \$1,059 was awarded, and

Whereas, By Resolution 283 of 2024, \$50,000 of additional supplemental funding was awarded for the period of January 1, 2025 through February 28, 2025, and

Whereas, JCPHS has been notified of additional funding in the amount of \$175,000 to cover expenses March 1, 2025 through December 31, 2025, and

Whereas, The award exceeds the total amount budgeted for 2025 by \$46,000, necessitating adjustments to revenue and expenditure lines.

Now, Therefore, Be It Resolved, That Jefferson County hereby accepts the funding award and the Chairman of the Board of Legislators is hereby authorized to execute any amended agreements with the New York State Home Care Association and the Iroquois Healthcare Association, subject to approval by 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		
01405000 91689	Other Health Department Income	\$ 46,000
Expenditure		
01405700 01110	Temporary	\$ 35,000
01405700 04416	Professional Fees	11,000

Seconded by Legislator: Tina M. Bartlett-Bearup

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. 139 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 6th day of May, 20 25 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. 140

Appointing Member to Jefferson County Public Health Service
Professional Advisory Committee

By Legislator: Robert W. Cantwell, III

Resolved, That the following individual is hereby appointed as member of the Professional Advisory Committee for a term to expire as indicated below:

<u>Member</u>	<u>Term to Expire</u>
Nathan Peters	12/31/2029

Seconded by Legislator: Tina M. Bartlett-Bearup

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. 140 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 6th day of May, 2025 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
