

Office of the County Administrator
Historic Courthouse
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Ryan Piche
County Administrator

Dylan Soper
Deputy County Administrator



Date: May 15, 2025

TO: Members of General Services Committee

FROM: Ryan Piche, County Administrator

Handwritten initials 'RP' in a circle.

SUBJECT: General Services Committee Agenda

Please let this correspondence serve as notification that the General Services Committee will meet on ***Tuesday, May 20, 2025 at 6:00 p.m.*** in the Board of Legislators' Chambers.

Following is a list of agenda items for the meeting:

Presentation:

Security Upgrades and Briefing – Todd Caufield

Resolutions:

1. Authorizing an Agreement with the Development Authority of the North Country for an Easement for the Placement of Fiber Optic Cable
2. Amending the 2025 County Budget for the District Attorney's Office Relative to General Ledger Coding Review
3. Authorizing the Implementation and Funding of 100% of the Costs of a Transportation Project (Replacement of Weaver Road over Skinner Creek), of Which May Be Eligible for Federal-Aid and/or State-Aid or Reimbursement from Bridge NY Funds, Appropriating Funds Therefor and Amending the 2025 County Budget and Capital Plan
4. Authorizing the Implementation and Funding in the First Instance 100% of the Federal Aid and State "Marchiselli" Program Aid Eligible Costs of a Transportation Federal-Aid Project (Weaver Road over Skinner Creek) and Appropriating Funds Therefor and Amending the 2025 County Budget and Capital Plan
5. Authorizing An Amended Agreement for Statewide Expansion of the Hurrell-Harring Settlement Relative to Indigent Defense
6. Reappropriating Funds from Various Unspent Homeland Security Grants Relative to the Sheriff's Department and Amending the 2025 County Budget in Relation Thereto

7. Authorizing an Agreement with New York State Department of Homeland Security and Emergency Services and Amending the 2025 County Budget in Relation to the FY24 Operation Stonegarden
8. Amending the 2025 Budget in Relation to Unauthorized Waste at the Recycling Center and Transfer Station
9. Authorizing Agreements for the Governor's Traffic Safety Committee's Stop-DWI Visibility Enforcement Grant and Amending the 2025 County Budget in Relation Thereto

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

RP:jnl

c:	Airport	Fire & Emerg. Mgmt./E911	Sheriff
	Building & Grounds	Highway/Recycling & Waste Mgmt.	Weights & Measures
	District Attorney	Planning	County Attorney
	Dog Control	Probation	County Treasurer
		Public Defender	

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing an Agreement with the Development Authority of the North Country for an
Easement for the Placement of Fiber Optic Cable

By Legislator: _____

Whereas, Pursuant to Resolution No. 267 of 2001, Jefferson County expressed its support for the Development Authority of the North Country (“Authority”) to construct a fiber optic system throughout Jefferson, Lewis, and St. Lawrence Counties to provide affordable access and redundancy for business and community institutions, as well as promote competitive telecommunications services in the region, and

Whereas, Pursuant to Resolution No. 46 of 2003, Jefferson County granted an easement for the purpose of installing fiber optic cable under both the parking lot of, and future pedestrian walkway adjacent to, the Jefferson County Office Building, and

Whereas, By Resolution No. 251 of 2003 Jefferson County authorized an agreement with the Authority to permit installation of an underground conduit to install fiber optic cable and develop a point of presence in the basement of the County Office Building, and

Whereas, By Resolution No. 95 of 2005 the point of presence was expanded, and

Whereas, The Authority has requested a second easement for the purpose of installing a new underground conduit to install additional fiber cable for the point of presence, and

Whereas, Such installation will be accomplished by the Authority without interruption of County business, or permanent impairment to County property, and

Whereas, Jefferson County continues to support the Authority network program and wishes to accommodate said easement.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute any and all documents necessary to grant the aforementioned 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. _____

Amending the 2025 County Budget for the District Attorney's Office Relative to General Ledger
Coding Review

By Legislator: _____

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:

Decrease:

Expenditure		
01116500 04416	Professional Fees	\$22,500

Increase:

Expenditure		
01116500 04114	Maintenance/Subscriptions	\$22,500

Seconded by Legislator: _____

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

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 the Implementation and Funding of 100% of the Costs of a Transportation Project (Replacement of Weaver Road over Skinner Creek), of Which May Be Eligible for Federal-Aid and/or State-Aid or Reimbursement from Bridge NY Funds, Appropriating Funds Therefor and Amending the 2025 County Budget and Capital Plan

By Legislator: _____

Whereas, A Project for the Replacement of Weaver Road over Skinner Creek, PIN 775404 (the “Project”) is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs of such program to be borne at the ratio of 95% Federal funds and 5% non-federal funds, and

Whereas, The County of Jefferson will design, let and construct the Project, and

Whereas, The County of Jefferson desires to advance the project by making a commitment of 100% of the costs of the work for the Project or portions thereof, and

Whereas, By Resolution Nos. 143 and 193 of 2022 and 249 of 2024, the County of Jefferson advanced the Project by making a commitment of 100% of the federal cost of the Preliminary Design and Right of Way Incidentals of the Project.

Now, Therefore, Be It Resolved, That the duly convened Jefferson County Board of Legislators does hereby approve the Project, and authorizes the County of Jefferson to pay 100% of the cost construction and construction inspection work for the Project or portions thereof, with the understanding that qualified costs may be eligible for federal-aid, state-aid, or reimbursement from Bridge NY funds, and be it further

Resolved, That the sum of \$1,971,351 is hereby appropriated from Account 20511300 02855 in the 2025 County Budget, and made available to cover the cost of participation in the above phases of the Project, and be it further

Resolved, That the Jefferson County Board of Legislators hereby agrees that the County of Jefferson shall be responsible for all costs of the Project which exceed the amount of federal-aid, state-aid or NY Bridge funding awarded to the County of Jefferson, and be it further

Resolved, That in the event the Project costs not covered by federal-aid, state-aid, or NY Bridge funding exceed the amount appropriated above, the Jefferson County Board of Legislators shall convene as soon possible to appropriate said excess amount immediately upon the notification by the Chairman of the Jefferson County Board of Legislators thereof, and be it further

Resolved, That the Jefferson County Board of Legislators hereby agrees that construction of the Project shall begin no later than twenty-four (24) months after award and the construction phase of the Project shall be completed within thirty (30) months, and be it further

Resolved, That the Chairman of the Jefferson County Board of Legislators be and is hereby authorized to execute on behalf of the County of Jefferson all necessary Agreements, certifications or reimbursement requests for federal-aid and/or state-aid with the New York State Department of Transportation, subject to the approval of the County Attorney as to form and substance, in connection with the advancement or approval of the Project and providing for the administration of the Project and County of Jefferson’s funding

of Project costs and permanent funding of the local share of federal-aid and state-aid eligible Projects costs and all Projects costs within appropriations therefore that are not so eligible, and be it further

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

Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute agreements on behalf of the County as necessary to advance and complete the Project, including any construction agreements, within the funds appropriated for the Project, subject to review of the County Attorney as to form and content, and be it further

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

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

Increase:

Revenue		
20900600 94592	Federal Aid Bridges	\$ 1,565,933
Fund Balance		
05000000 30599	Appropriated Fund Balance	82,418
Transfers		
05995000 09007	Transfer to Capital Bridges	82,418
20900600 95031	Interfund Transfer Roads	82,418
Expenditure		
20511300 02855	H02 Weaver Road/Skinner Creek	1,648,351

and be it further

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

Seconded by Legislator: _____

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

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Authorizing the Implementation and Funding in the First Instance 100% of the Federal Aid and State "Marchiselli" Program Aid Eligible Costs of a Transportation Federal-Aid Project (Weaver Road over Skinner Creek) and Appropriating Funds Therefor and Amending the 2025 County Budget and Capital Plan

By Legislator: _____

Whereas, A Project for Weaver Road over Skinner Creek, PIN 775404 (the "Project") is eligible for Funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs of such program to be borne at the ratio of 80% federal funds and 20% non-federal funds, and

Whereas, By Resolution Nos. 143 and 193 of 2022 and 249 of 2024, the County of Jefferson advanced the Project by making a commitment of 100% of the federal cost of the Preliminary Design and Right of Way Incidentals of the Project, and

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

Now, Therefore, Be It Resolved, That the duly convened Jefferson County Board of Legislators does hereby approve the Project, and authorizes the Jefferson County Treasurer to pay in the first instance 100% of the federal and non-federal share of the cost of the Construction of the Project, and be it further

Resolved, That the sum of \$1,045,700 is hereby appropriated in the 2025 County Budget, and made available to cover the cost of participation in the above phase of the Project, and be it further

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

Resolved, That the Chairman of the Board of Legislators be and is hereby authorized to execute all necessary Agreements, certifications, or reimbursement requests for Federal Aid, State Aid, and/or Marchiselli Aid, subject to the approval of the County Attorney as to form and substance, on behalf of the County of Jefferson with New York State Department of Transportation in connection with the advancement or approval of the Project and the municipality's first instance funding of project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefor that are not so, and be it further

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

Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute agreements on behalf of the County as necessary to advance and complete the Project, including any construction agreements, within the funds appropriated for the Project, subject to review of the County Attorney as to form and content, and be it further

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

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

Increase:

Revenue		
20900600 94592	Federal Aid Bridges	\$ 836,560
20900600 93592	State Aid Bridges	156,855
Fund Balance		
05000000 30599	Appropriated Fund Balance	52,285
Transfers		
05995000 09007	Transfer to Capital Bridges	52,285
20900600 95031	Interfund Transfer Roads	52,285
Expenditures		
20511300 02855	H02 Weaver Road/Skinner Creek	1,045,700

and be it further

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

Seconded by Legislator: _____

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

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing An Amended Agreement for Statewide Expansion of the Hurrell-Harring Settlement
Relative to Indigent Defense

By Legislator: _____

Whereas, Resolution No. 251 of 2019 authorized a five-year agreement for the implementation of the statewide expansion of the Hurrell-Harring settlement through the Office of Indigent Legal Services (ILS) to improve the quality of public criminal defense by ensuring counsel at arraignments, caseload relief and quality improvement initiatives, and

Whereas, By Resolution No. 159 of 2024, the Board of Legislators authorized a second agreement and additional award of \$9,308,891.07 for the period of April 1, 2024 through March 31, 2027, and

Whereas, The award has been amended to a total of \$9,867,424.53, and

Now, Therefore, Be It Resolved, That the Chairman of the Board is hereby authorized and directed to execute said amended agreement for the period of April 1, 2024 through March 31, 2027 in the amount of \$9,867,424.53 with the New York State Office of Indigent Legal Services on behalf of Jefferson County, subject to approval by the County Attorney as to form and content, and be it further

Resolved, Chairman of the Board of Legislators is hereby authorized and directed to execute any and all future amendments and agreements with the Office of Indigent Legal Services relative to the Statewide Expansion of the Hurrell-Harring Settlement, per Purchasing Policy 4.01 – Policy, Control and Quotations.

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 Homeland Security Grants Relative to the Sheriff’s Department and Amending the 2025 County Budget in Relation Thereto

By Legislator: _____

Whereas, By Resolutions 180 of 2023 and 327 of 2023, the Board of Legislators recognized FY22 and FY23 Operation Stonegarden Program grants respectively, and

Whereas, By Resolutions 50 and 326 of 2023, this Board recognized FY22 and FY23 Law Enforcement Terrorism Prevention Program (LETPP) grant, and

Whereas, By Resolutions 94 of 2024, the Board re-appropriated remaining unspent funds from Operation Stonegarden and LETPP grants, and

Whereas, There remain unspent amounts in the FY22 and FY23 Operation Stonegarden and FY22 and FY23 LETPP grants to be reappropriated and placed in the appropriate expenditure lines for 2025.

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

Increase:

Revenue		
01311000 943201	Federal Homeland Security- Sheriff	\$181,088.88
Expenditure		
01311400 01300	Overtime	\$ 46,100.00
01311400 02100	Equipment	40,000.00
01311400 04111	Trackable Items	16,596.98
01311400 04114	Maintenance/Repair	38,410.00
01311400 04115	Telephone	4,400.00
01311400 04118	Computer Hardware	5,000.00
01311400 04119	Computer Software	5,000.00
01311400 043101	Internal Fleet Expense	2,260.11
01311400 04311	Gasoline and Oil	1,129.89
01311400 04514	Uniforms & Clothing	8,000.00
01311400 04585	Operating Supplies	800.00
01311400 08010	Retirement	6,359.81
01311400 08030	Social Security	5,324.62
01311400 08040	Workers Compensation	1,707.47

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 New York State Department of Homeland Security and
Emergency Services and Amending the 2025 County Budget in Relation to the FY24 Operation
Stonegarden

By Legislator: _____

Whereas, The Sheriff's Office has been awarded \$125,000 in funds from the FY24 Operation Stonegarden Program Grant (CFDA 97.067) from the New York State Division of Homeland Security and Emergency Services (NYSDHSES) for the purpose of increasing security at the border, and

Whereas, Said funds will be used for border security operations, to provide for overtime payments for details, and equipment purchase and maintenance for the Sheriff's Office, and

Whereas, Said grant requires an agreement with NYSDHSES, which processes grants through an electronic format, and potentially with involved police agencies, and

Whereas, The 2025 County Budget must be amended to recognize the revenue and appropriate it to expenditure accounts.

Now, Therefore Be It Resolved, That this Board of Legislators enter into an agreement with the NYSDHSES to accept the grant as described above, as well as any other agreements with involved police agencies as necessary for the grant, and be it further

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

Resolved, That The 2025 County Budget is amended as follows:

Increase:

Revenue

01311000 943201	Federal Homeland Security- Sheriff	\$125,000.00
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Expenditure:

01311400 01300	Overtime	\$ 24,500.00
01311400 02100	Equipment	40,000.00
01311400 04114	Maintenance/Repair	40,000.00
01311400 04115	Telephone	5,000.00
01311400 043101	Internal Fleet Expense	3,333.50
01311400 04311	Gasoline & Oil	1,666.50
01311400 08010	State Retirement	4,986.45
01311400 08030	Social Security	4,174.80
01311400 08040	Workers Compensation	1,338.75

Seconded by Legislator: _____

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

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 in Relation to Unauthorized Waste at the
Recycling Center and Transfer Station

By Legislator: _____

Whereas, In April, the Jefferson County Recycling and Transfer Station experienced a rejected load of hazardous waste by the Development Authority of the North Country that contained radioactive material which required specialized handling and removal, and

Whereas, The County incurred costs via a third-party environmental vendor to safely identify, handle, and transfer the material, and

Whereas, The County has identified the responsible party and cost recovery is expected.

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

Decrease:

Revenue		
15910100 92131	Tipping Fees	\$20,000

Increase:

Expenditure		
15910100 04416	Professional Fees	\$20,000

Seconded by Legislator: _____

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

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing Agreements for The Governor's Traffic Safety Committee's Stop-DWI High
Visibility Enforcement Grant and Amending the 2025 County Budget in Relation Thereto

By Legislator: _____

Whereas, The New York State Stop-DWI Foundation has successfully coordinated and obtained Stop-DWI High Visibility Enforcement Grant (formerly known as Crackdown Enforcement) for 44 counties throughout the state, and

Whereas, Jefferson County has been awarded 24,500 for the period October 1, 2024 through September 30, 2025 to be shared with the Watertown City Police Department, the NYS Park Police, Jefferson County Sheriff's Office, Black River Police Department, and

Whereas, Agreements must be authorized with the Governor's Traffic Safety Committee and the aforementioned agencies, and

Whereas, The 2025 County Budget must be amended to recognize said funding and allocate it to the appropriate accounts.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute agreements as necessary to obtain and distribute funding as described above, 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

01331500 94389	Federal Aid Criminal Justice	\$ 18,281.05
01311000 92614	Stop DWI Services- Sheriff	3,627.31

Expenditure

01311000 01300	Overtime	\$ 3,627.31
01331500 04414	Supporting Services - Internal	3,627.31
01331500 04428	Public Safety Services - Other Govt	14,653.74

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