

Office of the County Administrator
Historic Courthouse
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Ryan Piche
County Administrator

Dylan Soper
Deputy County Administrator



Date: June 12, 2025

TO: Members of General Services Committee

FROM: Ryan Piche, County Administrator

SUBJECT: General Services Committee Agenda



Please let this correspondence serve as notification that the General Services Committee will meet on ***Tuesday, June 17, 2025 at 6:00 p.m.*** in the Board of Legislators' Chambers.

Following is a list of agenda items for the meeting:

Resolutions:

1. Amending an Agreement with the Federal Aviation Administration and New York State Department of Transportation in Relation to Watertown International Airport
2. Amending the 2025 County Budget to Recognize Insurance Recovery and Allocating the Same in the Fire and Emergency Management Budget
3. Reappropriating Funds in the 2025 County Budget in Relation to FY 2021 State Homeland Security Program (SHSP) Grant Thereto
4. Authorizing the Implementation and Funding of 100% of the Costs of a Transportation Project (Replacement of Oxbow-Rossie Road over Vrooman 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
5. 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 (Oxbow-Rossie Road over Vrooman Creek) and Appropriating Funds Therefor and Amending the 2025 County Budget and Capital Plan
6. 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
7. Amending the 2025 County Budget to Replace Heavy Equipment for Recycling & Waste Management

8. Recognizing NYS Division of Criminal Justice Services Gun Involved Violence Elimination (GIVE) FY 2024-2025 Grant Award Relative to the Sheriff's Office and Amending the 2025 County Budget in Relation Thereto
9. Reappropriating NYS Division of Criminal Justice Services FY 2024-2025 Law Enforcement Technology (LETECH) Program Grant Relative to the Sheriff's Office and Amending the 2025 County Budget in Relation Thereto
10. Reclassifying a Position of Secretary to Paralegal in the Sheriff's Office
11. Reappropriating Funds from Various Unspent Homeland Security Grants Relative to the Sheriff's Office and Amending the 2025 County Budget in Relation Thereto
12. Authorizing an Agreement with New York State Department of Homeland Security and Emergency Services and Amending the 2025 County Budget in Relation to the FY 2024 Operation Stonegarden

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

RP:jnl

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. _____

Amending an Agreement with the Federal Aviation Administration and New York State
Department of Transportation in Relation to Airport Aircraft Rescue Fire Fighting Equipment

By Legislator: _____

Whereas, By Resolution No. 309 of 2023, the Board of Legislators authorized agreements with the Federal Aviation Administration (FAA), New York State Department of Transportation (NYSDOT), and McFarland Johnson in relation to the acquisition of Airport Aircraft Rescue Fire Fighting Equipment, issued a State Environmental Quality Review Determination, and amended the 2023 County Budget and Capital Plan accordingly, and

Whereas, Bids awarded under Resolution No. 233 of 2024 came in lower than anticipated and no further equipment or purchases are necessary, and

Whereas, A budget amendment is now necessary to reflect actual costs, and

Whereas, Grant funds were finalized in the amount of \$249,048 from the FAA and \$13,836 from NYSDOT, reducing the local share required to \$13,836.

Now, Therefore, Be It Resolved, Jefferson County enter into amended agreements with the FAA to accept said grant funds for \$249,048 and with NYSDOT to accept said grant funds for \$13,836, and be it further

Resolved, That the Chairman of the Board is hereby authorized to execute said agreements, 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:

Decrease:

Revenue		
20900600 94589	Federal Aid – Airport Capital Projects	\$317,952
20900600 93589	Airport State Aid – DOT	17,664
Expenditure		
20561000 02092	ARFF Equipment	\$353,280

Increase:

20561000 02001	Airport Facility	\$ 17,664
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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. _____

Amending the 2025 County Budget to Recognize Insurance Recovery and Allocating the Same
in the Fire and Emergency Management Budget

By Legislator: _____

Whereas, The Fire and Emergency Management received an insurance check in May 2025 in the amount of \$1,282.26 for damage to a department vehicle and has requested that the settlement be used to supplement the external fleet line for repairs.

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

Increase:

Revenue		
01341000 92680	Insurance Recovery	\$1,282.26
Expenditure		
01341000 043102	External Fleet Expense	\$1,282.26

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. _____

Reappropriating Funds in the 2025 County Budget in Relation to FY 2021
State Homeland Security Program (SHSP) Grant Thereto

By Legislator: _____

Whereas, By Resolution No. 199 of 2021, the Board of Legislators accepted and authorized entering into a contract with the New York State Division of Homeland Security and Emergency Services for the FY 2021 State Homeland Security Program (SHSP) grant (contract # 835910), and

Whereas, By Resolution Nos. 70 of 2022, 41 of 2023, 52 of 2024, and 43 of 2025, the Board of Legislators authorized the reappropriation of unused funds from said grant, and

Whereas, Additional reappropriation is needed to fulfill the obligations and objectives of the FY 2021 SHSP contract and to utilize the appropriate account line from the Jefferson County Chart of Accounts.

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

Decrease:

Expenditure		
01341400 04114	Equipment Maintenance	\$3,400.00
01341400 04111	Trackable Items	6,507.89

Increase:

Expenditure		
01341400 02302	Radios	\$9,907.89

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 Oxbow-Rossie Road over Vrooman 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 Oxbow-Rossie Road over Vrooman Creek, PIN 775403 (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. 144 and 192 of 2022, and 250 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 \$1,499,225 is hereby appropriated from Account 20511300 02838 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	\$ 1,424,264
Fund Balance		
05000000 30599	Appropriated Fund Balance	\$ 74,961
Transfers		
05995000 09007	Transfer to Capital Bridges	\$ 74,961
20900600 950315	Interfund Transfer Roads	74,961
Expenditure		
20511300 02838	C37 Oxbow-Rossie (CR25)/Vrooman	\$ 1,499,225

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 (Oxbow-Rossie Road over Vrooman Creek) and Appropriating Funds Therefor and Amending the 2025 County Budget and Capital Plan

By Legislator: _____

Whereas, A Project for the replacement of Oxbow-Rossie Road over Vrooman Creek, PIN 775403 (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. 144 and 192 of 2022, and 250 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 and Construction Inspection of the Project, and be it further

Resolved, That the sum of \$1,210,000 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	\$ 968,000
20900600 93592	State Aid Bridges	181,500
Fund Balance		
05000000 30599	Appropriated Fund Balance	\$ 60,500
Transfers		
05995000 09007	Transfer to Capital Bridges	\$ 60,500
20900600 950315	Interfund Transfer Roads	60,500
Expenditure		
20511300 02838	C37 Oxbow-Rossie (CR25)/Vrooman	\$1,210,000

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 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	\$ 306,850
Fund Balance		
05000000 30599	Appropriated Fund Balance	\$ 16,150
Transfers		
05995000 09007	Transfer to Capital Bridges	\$ 16,150
20900600 950315	Interfund Transfer Roads	16,150
Expenditure		
20511300 02855	H02 Weaver Road/Skinner Creek	\$ 323,000

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. _____

Amending the 2025 County Budget to Replace Heavy Equipment for Recycling & Waste Management

By Legislator: _____

Whereas, The Recycling and Waste Management Department utilizes an excavator essential to daily facility operations, and

Whereas, The current excavator has reached the end of its serviceable life and now requires extensive repairs that are not economically prudent given its age and condition, and

Whereas, A cost-benefit analysis has determined that investing in a new excavator is a more prudent and operationally sound decision than pursuing major repairs.

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

Increase:

Fund Balance 15000000 30599	Appropriated Fund Balance	\$150,000
Expenditure 15816000 02464	Track Hoe	\$150,000

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. _____

Recognizing NYS Division of Criminal Justice Services Gun Involved Violence Elimination (GIVE) FY 2024-2025 Grant Award Relative to the Sheriff’s Office and Amending the 2025 County Budget in Relation Thereto

By Legislator: _____

Whereas, The Jefferson County Sheriff’s Office has been awarded a NYS Division of Criminal Justice Services Gun Involved Violence Elimination (GIVE) FY 2024-2025 Grant in the amount of \$45,000, and

Whereas, The GIVE initiative provides for preventative and enforcement strategies to focus efforts on hot-spot policing, deterrence through community outreach and resource alignment, and specialized training, and

Whereas, Said grant will be used for Sheriff’s overtime costs, community engagements and specialized training.

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 as may be required to fulfill the requirements of this grant award on behalf of Jefferson County, subject to the County Attorney as to form and content, and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized and directed to execute any and all future amendments and agreements with NYS Division of Criminal Justice Services relative to the Gun Involved Violence Elimination (GIVE) Grant, per Purchasing Policy 4.01 – Policy, Control and Quotations, and be it further

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

Increase:

Revenue		
01311000 93389	State Aid- Other Public Safety	\$45,000

Expenditure		
01311000 01300	Overtime	\$40,000
01311000 04313	Travel	2,500
01311000 04613	Training	2,500

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 NYS Division of Criminal Justice Services FY 2024-2025 Law Enforcement Technology (LETECH) Program Grant Relative to the Sheriff’s Office and Amending the 2025 County Budget in Relation Thereto

By Legislator: _____

Whereas, By Resolution No. 205 of 2024, the Board of Legislators recognized a NYS Division of Criminal Justice Services FY 2024-2025 Law Enforcement Technology (LETECH) Program Grant for the Sheriff’s Office, and

Whereas, There remain unexpended grant funds to be reappropriated for the acquisition of patrol laptops in 2025.

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

Increase:

Revenue		
01311000 93389	St Aid Other Public Safety	\$10,333.03

Expenditure		
01311000 04111	Trackable Durable Expendables	\$10,333.03

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. _____

Reclassifying a Position of Secretary to Paralegal in the Sheriff's Office

By Legislator: _____

Whereas, The Jefferson County Sheriff's Office has experienced a substantial increase in the volume and complexity of Freedom of Information Law (FOIL) requests over the past several years, and

Whereas, A significant portion of these requests now pertain to the release of body-worn camera footage, which requires time-intensive review and redaction to protect privacy rights and comply with legal mandates, and

Whereas, Recent criminal justice reform initiatives in New York State, including the expansion of public access to law enforcement records and transparency standards, have further increased the obligations on local law enforcement agencies to respond promptly and comprehensively to FOIL requests, and

Whereas, The legal review and processing of FOIL requests, especially those involving sensitive audio/video footage, demand specific legal and procedural expertise to ensure compliance with applicable statutes, and

Whereas, The reclassification of a Secretary position to a dedicated Paralegal position will significantly enhance the office's ability to process FOIL requests efficiently and lawfully, improve response times, reduce liability exposure, and ensure that all video and documentary evidence is properly reviewed and redacted in accordance with applicable law, and

Whereas, Sufficient funds are available due to vacancies within the Sheriff's Office Budget to accommodate a position reclassification for Position No. 3150067 from Secretary to Paralegal to better meet the demands of the FOIL request process.

Now, Therefore, Be It Resolved, that the Board of Legislators concurs with the recommendation to reclassify Position No. 3150067 in the Sheriff's Office Budget from a Secretary to Paralegal.

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 Office and Amending the 2025 County Budget in Relation Thereto

By Legislator: _____

Whereas, By Resolution Nos. 180 of 2023 and 327 of 2023, the Board of Legislators recognized FY 2022 and FY 2023 Operation Stonegarden Program grants respectively, and

Whereas, By Resolution Nos. 50 and 326 of 2023, the Board recognized FY 2022 and FY 2023 Law Enforcement Terrorism Prevention Program (LETPP) grant, and

Whereas, By Resolution No. 94 of 2024, the Board re-appropriated remaining unspent funds from Operation Stonegarden and LETPP grants, and

Whereas, There remain unspent amounts in the FY 2022 and FY 2023 Operation Stonegarden and FY 2022 and FY 2023 LETPP grants to be reappropriated and placed in the appropriate expenditure lines for 2025.

Now, Therefore, Be It Resolved, That these funds shall be prohibited from being utilized for the acquisition or deployment of license plate readers, and be it further

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	Computer Equipment	40,000.00
01311400 04111	Trackable Durable Expendables	16,596.98
01311400 04114	Maintenance/Subscriptions	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	State 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 FY 2024
Operation Stonegarden

By Legislator: _____

Whereas, The Sheriff’s Office has been awarded \$125,000 in funds from the FY 2024 Operation Stonegarden Program Grant (CFDA 97.067) from the New York State Division of Homeland Security and Emergency Services (NYS DHSES) 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 the 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 these funds shall be prohibited from being utilized for the acquisition or deployment of license plate readers, 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
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