

Office of the County Administrator
Historic Courthouse
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Ryan Piche
County Administrator

Dylan Soper
Deputy County Administrator



Date: March 6, 2026

TO: Members of General Services Committee

FROM: Ryan Piche, County Administrator

A handwritten signature in black ink, consisting of the letters "RP" inside an oval.

SUBJECT: General Services Committee Agenda

Please let this correspondence serve as notification that the General Services Committee will meet on ***Tuesday, March 10, 2026, at 6:00 p.m.*** in the Board of Legislators' Chambers.

Following is a list of agenda items for the meeting:

Resolutions:

1. Designating Jefferson County as Lead Agency Under the State Environmental Quality Review Act (SEQRA) and Determining a Type II Action for the Deferiet Paper Mill Demolition Project
2. Authorizing an Agreement with Green 2 Green Consulting LLC in Relation to Community Air Monitoring Services Associated with the Abbass Foods Buildings 2 & 3 Demolition Project
3. Authorizing an Agreement with 12625 Morris Tract Road for a Temporary Easement of Certain Owned and Obligated Property
4. Authorizing Inter-Municipal Agreements for Shared Services with The Jefferson County Stormwater Coalition Members
5. Authorizing an Agreement with Volunteer Transportation Center for First Mile, Last Mile Services and Amending the 2026 County Budget in Relation Thereto
6. Authorizing Supplemental Agreement #1 with the New York State Department of Transportation for the 2024-2025 Federal Transit Administration Section 5311 Rural Transportation Program
7. Amending the 2026 County Budget in Relation to the Governor's Traffic Safety Committee's Stop-DWI High Visibility Enforcement Grant
8. Amending the 2026 County Budget to Recognize Insurance Recovery Funds and Allocating the Same in Sheriff's Office Budget

9. Reappropriating Funds from Various Unspent Homeland Security Grants Relative to the Sheriff's Office and Amending the 2026 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	Dog Control	Public Defender
	Buildings & Grounds	Fire & Emerg. Mgmt./E911	Recycling & Waste Mgmt.
	County Attorney	Highway	Sheriff's Office
	County Treasurer	Planning	Weights & Measures
	District Attorney	Probation	

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Designating Jefferson County as Lead Agency Under the State Environmental Quality Review Act (SEQRA) and Determining a Type II Action for the Deferiet Paper Mill Demolition Project

By Legislator: _____

Whereas, The industrial site formerly known as the St. Regis Paper Mill ("Deferiet Paper Mill") ceased operations in 1999 and has since been neglected, resulting in failing infrastructure, collapsing roofs, and severe weather damage, and

Whereas, Jefferson County took ownership of the former mill site in 2024 through foreclosure and subsequently condemned the structures on the project site due to structural instability and unsafe conditions, and

Whereas, The County is proceeding with the emergency demolition of these condemned buildings to stabilize the site and eliminate potential threats to life, health, property, or natural resources, and

Whereas, The demolition project is supported by RESTORE NY funding from New York State Empire State Development (ESD) Corporation, and

Whereas, Pursuant to the State Environmental Quality Review Act (SEQRA) implementing regulations (6 NYCRR Part 617), "emergency actions that are immediately necessary on a limited and temporary basis for the protection or preservation of life, health, property or natural resources" are classified as Type II actions, and

Whereas, Type II actions have been determined not to have a significant impact on the environment and are not subject to further review under SEQRA.

Now, Therefore, Be It Resolved, That Jefferson County shall assume lead agency status for this action pursuant to SEQRA, and be it further

Resolved, That the Jefferson County Board of Legislators hereby determines that the demolition of the Deferiet Paper Mill is a Type II action as defined in 6 NYCRR § 617.5(c)(42) and that no further action pursuant to SEQRA is warranted for the demolition activities or the funding thereof, and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute any necessary documentation to reflect this determination, subject to the approval of the County Attorney, and forward the same to all involved agencies.

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 Green 2 Green Consulting LLC in Relation to Community Air
Monitoring Services Associated with the Abbass Foods Buildings 2 & 3 Demolition Project

By Legislator: _____

Whereas, Jefferson County has initiated the Phase 2 demolition of the Abbass Foods Warehouse site in Evans Mills, Town of LeRay, and

Whereas, By Resolution No. 93 of 2026, the Board of Legislators authorized an agreement with Bronze Contracting LLC for the demolition of Abbass Foods Buildings 2 & 3 (Phase 2) in an amount not to exceed \$395,418.00, and

Whereas, The County has an existing agreement with the Development Authority of the North Country for construction phase services, including oversight of the site demolition, and

Whereas, The project requires specialized Community Air Monitoring to include full-time project monitoring, perimeter air sampling, and Toxicity Characteristic Leaching Procedure (TCLP) sample analysis, and

Whereas, Proposals for the services were received and reviewed based on technical response, experience, management, and cost, and

Whereas, Green 2 Green Consulting LLC was the lowest responsible bidder at a cost not to exceed \$58,862.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute an agreement with Green 2 Green Consulting LLC for Community Air Monitoring for the Abbass Foods Buildings 2 & 3 Demolition Project in an amount not to exceed \$58,862.00 (Project Account: ABBASS), for a term to expire no later than December 31, 2026, subject to approval of the County Attorney as to form and content.

Seconded by Legislator: _____

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

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

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

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Authorizing an Agreement with 12625 Morris Tract Road for a Temporary Easement of Certain
Owned and Obligated Property

By Legislator: _____

Whereas, The Jefferson County Six-Year Capital Plan includes the construction, reconstruction,
and maintenance of County Bridge M014, located in the Town of Lyme, and

Whereas, It is necessary for the County and their contractors and/or employees to temporarily
occupy and use a portion of the land of 12625 Morris Tract Road, LLC ("the Owner") located at
12625 Morris Tract Road, Tax Map Parcel Number 61.44-1-2, Town of Lyme, Jefferson County,
New York ("the Property"), and

Whereas, The Temporary Easement granted herein is described in a deed, dated the 7th day of
April 2020, recorded in the office of the Jefferson County Clerk as Instrument No. 2020- 4281,
and

Whereas, The Owner has granted the County a Temporary Easement to enter upon and occupy a
portion of the Property as described for a term beginning on the date of this Temporary Easement
and expiring on October 1, 2026.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators be and is hereby
authorized to execute an Agreement with the Owner for temporary easement access and to
execute documents as necessary to complete said Easement, subject to the approval of the
County Attorney as to form and content.

Seconded by Legislator: _____

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

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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 Inter-Municipal Agreements for Shared Services with The Jefferson County
Stormwater Coalition Members

By Legislator: _____

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

Whereas, The Jefferson County Stormwater Coalition includes the following municipalities, hereinafter collectively referred to as the “Coalition Members”: Town of LeRay, Town of Rutland, Town of Watertown, Village of Black River, Village of Brownville, Village of Carthage, Village of West Carthage, City of Watertown, Jefferson County, and

Whereas, Jefferson County owns and maintains, through the Jefferson County Highway Department, a street sweeper vacuum truck and desires to make such equipment available to the other Coalition Members at no cost to promote efficiency and enhance roadway maintenance across participating municipalities, and

Whereas, The street sweeper shall be operated within Coalition Member jurisdictions upon execution of intermunicipal agreements with each such Coalition Member, and

Whereas, The Jefferson County Highway Department shall be responsible for: Training members to operate the street sweeper; providing trained and qualified county highway personnel to assist with operating the street sweeper; scheduling and coordinating street sweeper use as requested by Coalition Member municipalities; routine and non-routine maintenance, repairs, and upkeep; fuel, supplies, and consumables; and compliance with all applicable safety and regulatory requirements, and

Whereas, The Jefferson County Highway Department shall be responsible for all costs associated with the operation, maintenance and repair of the street sweeper, and

Whereas, There shall be no charge to Coalition Members for services provided under this Agreement, and

Whereas, Coalition Members agree to: Request services in accordance with county procedures; provide trained operators; provide storage and disposal of all materials swept in the municipality’s jurisdiction; provide all required insurance; provide reasonable access to roadways and work areas; coordinate on scheduling, traffic conditions, or special circumstances; and notify the county of known hazards or local constraints, and

Whereas, Coalition Members shall be responsible for their own acts and omissions to the extent permitted by law.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized and directed to execute inter-municipal agreements with the other Coalition Members providing for the shared services of owning, operating, and maintaining a street sweeper vacuum truck for a period of five years to commence upon execution of such inter-municipal agreements, subject to the approval of the County Attorney as to form and content.

Seconded by Legislator: _____

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

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

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Authorizing an Agreement with Volunteer Transportation Center for First Mile, Last Mile Services and Amending the 2026 County Budget in Relation Thereto

By Legislator: _____

Whereas, By Resolution No. 310 of 2022, Jefferson County entered into a continuing multi-year agreement with the New York State Department of Transportation (NYSDOT) to provide rural transportation services and receive reimbursement of Federal and State shares, and

Whereas, First Mile, Last Mile is a rural transportation program in which volunteer drivers connect public transit passengers to the bus system in the County, and

Whereas, The County issued a Request for Proposal for vendors to provide First Mile, Last Mile services and Volunteer Transportation Center, Inc. was deemed to be the vendor of best value, and

Whereas, First Mile, Last Mile will be fully funded by NYSDOT with a local match that is satisfied by the vendor, and no County local funds are used to provide this service.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators be and hereby authorized and directed to execute an agreement with Volunteer Transportation Center, Inc. to provide First Mile, Last Mile services, for an amount not to exceed \$258,640, for the term of April 1, 2026, through February 29, 2028, subject to approval of the County Attorney as to form and content, and be it further

Resolved, That the 2026 County Budget is hereby amended as follows:

Increase

Revenue

01563000 94594	Fed Aid Bus Transportation	\$37,330
01563000 92705	Local Source Donations	37,330

Expenditure

01563000 04416	Professional Fees-External	\$74,660
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Seconded by Legislator: _____

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

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

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Authorizing Supplemental Agreement #1 with the New York State Department of Transportation for the 2024-2025 Federal Transit Administration Section 5311 Rural Transportation Program

By Legislator: _____

Whereas, By Resolution No. 292 of 2021, the County adopted the Jefferson County Coordinated Transportation Plan, which describes the development and implementation of a Countywide public transportation system in coordination with the City of Watertown's CitiBus system, and

Whereas, Pursuant to Section 5311, Title 49 United States Code, and by Resolution No. 310 of 2022, Jefferson County submitted a grant request for funds to the New York State Department of Transportation (NYSDOT) for capital funds to provide mobility management services for rural Jefferson County, and

Whereas, Jefferson County and NYSDOT have entered into continuing agreements which authorize the undertaking of the Project and reimbursement of the federal and applicable state shares, and

Whereas, By Resolution No. 56 of 2026, the County authorized the contract with NYSDOT in the total amount of \$1,123,080.00 in federal funds, including \$285,962.00 for capital and mobility management activities and \$837,118.00 for operating assistance to support the County's core and specialized employment services transportation programs, and

Whereas, NYSDOT has requested Supplemental Contract Agreement #1 expanding the contract value, wherein the amount of the grant pursuant to this Agreement shall be limited to Project Eligible Costs actually incurred, in an amount not to exceed \$1,411,988.70.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators be and is hereby authorized and directed to execute the Supplemental Agreement #1 and all necessary documents with the New York State Department of Transportation for the 2024–2025 FTA Section 5311 Rural Transportation Program, subject to approval of 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 the New York State Department of Transportation relative to FTA Section 5311 Rural Transportation Program, within available appropriations, per Purchasing Policy 4.01 – Policy, Control and Quotations.

Seconded by Legislator: _____

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

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

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Amending the 2026 County Budget in Relation to the Governor's Traffic Safety Committee's
Stop-DWI High Visibility Enforcement Grant

By Legislator: _____

Whereas, By Resolution No. 367 of 2025, The Board of Legislators accepted \$15,000 in New
York State Stop-DWI High Visibility Enforcement Grant funding,

Whereas, There remains \$9,913.21 unspent, to be shared with the Watertown City Police
Department, New York State Park Police, Black River Police, and the Jefferson County Sheriff's
Office, and the Village of Theresa Police Department, and

Whereas, The 2026 County Budget must be amended to appropriate said remaining funding and
allocate it to the appropriate accounts.

Now, Therefore, Be It Resolved, That the 2026 County Budget is hereby amended as follows:

Increase

Fund Balance

01000000 30599	Appropriated Fund Balance	\$9,913.21
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Revenue

01311000 92614	Stop DWI Svcs Sheriff	\$1,051.83
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Expenditure

01311000 01300	Overtime	\$1,051.83
01331500 04414	Supporting Services	1,051.83
01331500 04428	Public Safety Svcs. – Other Govt	8,861.38

Seconded by Legislator: _____

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

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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 2026 County Budget to Recognize Insurance Recovery Funds and Allocating the Same in Sheriff's Office Budget

By Legislator: _____

Whereas, The Sheriff's Office has received an insurance settlement check in the amount of \$39,565 for a patrol unit vehicle which was deemed a total loss, and

Whereas, The settlement check was received late in 2025 and the Sheriff's Office has requested that the amount be used in the 2026 Budget to replace the patrol unit vehicle.

Now, Therefore, Be It Resolved, That the 2026 County Budget is hereby amended as follows:

Increase

Revenue

01311000 92680	Insurance Recoveries	\$39,565
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Expenditure

01311000 02401	Automotive Equipment	\$39,565
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Seconded by Legislator: _____

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

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

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Reappropriating Funds from Various Unspent Homeland Security Grants Relative to the Sheriff's Office and Amending the 2026 County Budget in Relation Thereto

By Legislator: _____

Whereas, By Resolution Nos. 327 of 2023, 94 of 2024, and 184 of 2025, The Board of Legislators recognized FY 2023 and FY 2024 Operation Stonegarden Program grants, and

Whereas, By Resolution Nos. 326 of 2023, and 94 and 382 of 2024, the Board recognized FY 2023 and FY 2024 Law Enforcement Terrorism Prevention Program (LETPP) grant awards, and

Whereas, By Resolution No. 184 of 2025, the Board reappropriated unspent Operation Stonegarden and LETPP grants, and

Whereas, There remain unspent amounts in the FY 2023 and FY 2024 Operation Stonegarden and FY 2024 LETPP grants to be reappropriated and placed in the appropriate expenditure lines for 2026.

Now, Therefore, Be It Resolved, That the 2026 County Budget is hereby amended as follows:

Increase

Fund Balance		
01000000 30599	Appropriated Fund Balance	\$281,848.03

Decrease

Expenditure		
01311000 01300	Overtime	\$168,565.04
01311000 04111	Trackable Items	39,768.98
01311000 04120	Computer Subscriptions	5,000.00
01311000 043101	Internal Fleet Expense	14,930.91
01311000 04311	Gasoline and Oil	7,464.34
01311000 04514	Uniforms and Clothing	8,000.00
01311000 04585	Operating Supplies	800.00
01311000 08010	Retirement	17,722.68
01311000 08030	Social Security	14,837.94
01311000 08040	Workers Compensation	4,758.14

Seconded by Legislator: _____

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

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

Clerk of the Board of Legislators
