

**County of Jefferson**  
**Office of the County Administrator**



**Historic Courthouse**  
195 Arsenal Street, 2<sup>nd</sup> Floor  
Watertown, NY 13601-2567  
Phone: (315) 785-3075 Fax: (315) 785-5070

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April 4, 2019

**TO:** Members of General Services Committee  
**FROM:** Robert F. Hagemann, County Administrator *R.F.H.*  
**SUBJECT:** General Services Committee Agenda

Please let this correspondence serve as notification that the General Services Committee will meet on **Tuesday, April 9, 2019 at 6:00 p.m.** in the Board of Legislators' Chambers following a 5:30 p.m. CDBG Public Hearing.

Following is a list of agenda items for the meeting:

**Resolutions:**

1. 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 (County Route 87 (Sandy Creek Road) over Lindsey Creek) and Appropriating Funds Therefor
2. Authorizing the Implementation and Funding in the First Instance 100% of the State "Bridge NY" Program Aid Eligible Costs of a Transportation Project (County Route 189 over Clora Creek), Appropriating Funds Therefor and Amending the 2019 County Budget and Capital Plan
3. Authorizing the Implementation and Funding in the First Instance 100% of the State "Bridge NY" Program Aid Eligible Costs of a Transportation Project (County Route 53 (Brown Road) over Philomel Creek Tributary), Appropriating Funds Therefor and Amending the 2019 County Budget and Capital Plan
4. Authorizing Agreements in Relation to Juvenile Secure Detention and the Supervision & Treatment Services for Juveniles Program (STSJP)
5. Recognizing NYS Division of Criminal Justice Services Program Grant and Amending the 2019 County Budget in Relation Thereto
6. Amending the 2019 County Budget to Recognize Insurance Recovery and Allocating Same

in Sheriff's Department Budget

7. Amending the 2019 County Budget in Relation to Law Enforcement
8. Accepting Donation for Sheriff's Department and Amending the 2019 County Budget in Relation Thereto
9. Authorizing Extension of Agreement with NYS Department of Agriculture and Markets for the Provision of Petroleum Product Quality Program Services
10. Amending the 2019 County Budget Relative to Weights and Measures Department

**Informational Items:**

1. Monthly Departmental Reports:
  - Planning Department
  - Weights & Measures

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

RFH:tlr

cc:	Airport	Fire & Emerg. Mgmt. Serv.	Sheriff
	Buildings & Grounds	Highway/Recycling & Waste Mgt.	Weights & Measures
	District Attorney	Probation	County Attorney
	Dog Control	Public Defender	County Treasurer
	E-911		

**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 (County Route 87 (Sandy Creek Road) over Lindsey Creek) and Appropriating Funds Therefor

By Legislator: \_\_\_\_\_

Whereas, A Project for County Route 87 (Sandy Creek Road) over Lindsey Creek, PIN 775385 (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, The County of Jefferson desires to advance the Project by making a commitment of 100% of the federal and non-federal share of the cost of the Design and Right of Way Incidental Phases of the project.

Now, Therefore, Be It Resolved, That the Jefferson County Board of Legislators does hereby approve the Project, and be it further

Resolved, That the Jefferson County Board of Legislators hereby authorizes the Jefferson County Treasurer to pay in the first instance 100% of the federal and non-federal share of the cost of the Design and Right of Way Incidental Phases of the project or portions thereof, and be it further

Resolved, That the sum of \$162,000, which includes the Design and Right of Way Incidental Phases, or so much thereof as is necessary is hereby appropriated from Account 20511300 02846 in the 2019 County Budget, and made available to cover the cost of participation in the above phases 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 Jefferson County Board of Legislators thereof, and be it further

Resolved, That the Chairman of the Jefferson County Board of Legislators be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal and State Aid, subject to the approval of the County Attorney as to form and substance, on behalf of the County of Jefferson with NYSDOT in connection with the advancement or approval of the Project and providing for the administration 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 federal-or State-aid 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 this Resolution shall take effect immediately.

Seconded by Legislator: \_\_\_\_\_

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State of New York )  
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

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**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. \_\_\_\_\_**

Authorizing the Implementation and Funding in the First Instance 100% of the State "Bridge NY" Program Aid Eligible Costs of a Transportation Project (County Route 189 over Clora Creek), Appropriating Funds Therefor and Amending the 2019 County Budget and Capital Plan

By Legislator: \_\_\_\_\_

Whereas, A Project for the County Route 189 over Clora Creek, PIN 775384.301 (the "Project") is eligible for reimbursement of qualified costs from Bridge NY funding that calls for the apportionment of the costs of such program to be borne by Bridge NY funds, and

Whereas, The County of Jefferson desires to advance the Project by making a commitment of 100% of the cost of All Phases of the project.

Now, Therefore, Be It Resolved, That the Jefferson County Board of Legislators does hereby approve said project in the Capital Fund, and be it further

Resolved, That the Board of Legislators hereby authorizes the Jefferson County Treasurer to pay in the first instance 100% of the cost of All Phases of the project, and be it further

Resolved, That the Board of Legislators hereby agrees that Jefferson County shall be responsible for all costs of the project which exceeds the amount of the NY Bridge funding awarded to Jefferson County, and be it further

Resolved, That the sum of \$454,193, which includes All Phases of the project, or so much thereof as is necessary is hereby appropriated from Account 20511300 02872 in the 2019 County Budget, and made available to cover the cost of participation in the above phases of the Project, and be it further

Resolved, That in the event the full costs of the project exceed the amount appropriated below, the Jefferson County Board of Legislators shall convene 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 Board of Legislators hereby agrees that construction of the Project shall begin no later than twenty-four (24) months after award and that the construction phase of the project shall be completed within thirty (30) months, and be if further

Resolved, That the Chairman of the Jefferson County Board of Legislators be and is hereby authorized to execute all necessary agreements, certifications or reimbursement requests with NYSDOT for State Aid and/or Bridge NY funding, subject to the approval of the County Attorney as to form and substance, on behalf of the County of Jefferson with NYSDOT in connection with the advancement or approval of the Project and providing for the administration

of the Project and the municipality's first instance funding of project costs, 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 this Resolution shall take effect immediately, and be it further

Resolved, That the 2019 County Budget is hereby amended as follows:

**Increase:**

Expenditure		
20511300 02872	CR 189 over Clora Creek	\$ 454,193
Revenue		
20900600 93592	State Aid Bridges	\$ 454,193

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 State "Bridge NY" Program Aid Eligible Costs of a Transportation Project (County Route 53 (Brown Road) over Philomel Creek Tributary), Appropriating Funds Therefor and Amending the 2019 County Budget and Capital Plan

By Legislator: \_\_\_\_\_

Whereas, A Project for the County Route 53 (Brown Road) over Philomel Creek Tributary, PIN 775384.302 (the "Project") is eligible for reimbursement of qualified costs from Bridge NY funding that calls for the apportionment of the costs of such program to be borne by Bridge NY funds, and

Whereas, The County of Jefferson desires to advance the Project by making a commitment of 100% of the cost of All Phases of the project.

Now, Therefore, Be It Resolved, That the Jefferson County Board of Legislators does hereby approve said project in the Capital Fund, and be it further

Resolved, That the Board of Legislators hereby authorizes the Jefferson County Treasurer to pay in the first instance 100% of the cost of All Phases of the project, and be it further

Resolved, That the Board of Legislators hereby agrees that Jefferson County shall be responsible for all costs of the project which exceeds the amount of the NY Bridge funding awarded to Jefferson County, and be it further

Resolved, That the sum of \$562,607, which includes All Phases of the project, or so much thereof as is necessary is hereby appropriated from Account 20511300 02873 in the 2019 County Budget, and made available to cover the cost of participation in the above phases of the Project, and be it further

Resolved, That in the event the full costs of the project exceed the amount appropriated below, the Jefferson County Board of Legislators shall convene 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 Board of Legislators hereby agrees that construction of the Project shall begin no later than twenty-four (24) months after award and that 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 all necessary agreements, certifications or reimbursement requests with NYSDOT for State Aid and/or Bridge NY funding, subject to the approval of the County

Attorney as to form and substance, on behalf of the County of Jefferson with NYSDOT in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's funding of project costs, 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 this Resolution shall take effect immediately, and be it further

Resolved, That the 2019 County Budget is hereby amended as follows:

**Increase:**

Expenditure		
20511300 02873	CR 53 over Philomel Creek Tributary	\$ 562,607
Revenue		
20900600 93592	State Aid Bridges	\$ 562,607

and be it further

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

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 in Relation to Juvenile Secure Detention  
and the Supervision & Treatment Services for Juveniles Program (STSJP)

By Legislator: \_\_\_\_\_

Whereas, New York State Office of Children and Family Services has awarded Jefferson County \$148,610 for the provision of services and programs as alternatives to detention through the Supervision and Treatment Services for Juveniles Program, and

Whereas, Available funding has been included in the 2019 County Budget and it is necessary to authorize agreements with the Jefferson County Children's Home for \$133,610 and the Resolution Center of Jefferson County and Lewis Counties for \$15,000, for the period October 1, 2018 through September 30, 2019, for the provision of STSJP services.

Now, Therefore, Be It Resolved, That Jefferson County hereby accept said grant award, and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized and directed 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 review of the County Attorney as to form and content.

Seconded by Legislator: \_\_\_\_\_

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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

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**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. \_\_\_\_\_**

Recognizing NYS Division of Criminal Justice Services Program Grant and  
Amending the 2019 County Budget in Relation Thereto

By Legislator: \_\_\_\_\_

Whereas, The Jefferson County Sheriff's Department has been awarded an NYS Division of Criminal Justice Services Program Grant in the amount of \$15,000, and

Whereas, Said grant will be used to purchase in-car computer equipment.

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 and directed to execute any and all documents as may be required to fulfill the requirements of this grant award on behalf of Jefferson County, and be it further

Resolved, That the 2019 County Budget is hereby amended as follows:

**Increase:**

Revenue		
01311000 93389	State Aid - Other Public Safety	\$ 15,000

Expenditure		
01311000 04111	Trackable Durable Expendables	\$ 15,000

Seconded by Legislator: \_\_\_\_\_

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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

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**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. \_\_\_\_\_**

Amending the 2019 County Budget to Recognize Insurance Recovery  
and Allocating Same in Sheriff's Department Budget

By Legislator: \_\_\_\_\_

Whereas, The Sheriff's Department has received an insurance settlement check in the amount of \$13,500 for damage to a patrol unit, and has requested that the settlement be used to supplement the automotive equipment expense line to pay for a replacement.

Now, Therefore, Be It Resolved, That the 2019 County Budget is hereby amended as follows:

**Increase:**

Revenue		
01311000 92680	Insurance Recoveries	\$ 13,500
Expenditure		
01311000 02401	Automotive Equipment	\$ 13,500

Seconded by Legislator: \_\_\_\_\_

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State of New York )  
                                  )  
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

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**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. \_\_\_\_\_**

Amending the 2019 County Budget in Relation to Law Enforcement

By Legislator: \_\_\_\_\_

Whereas, New York State has created the State and Municipal Facilities (SAM) Grant program, to assist municipalities with costs of rehabilitation, improvement and reconstruction of facilities, road maintenance and equipment, and

Whereas, The SAM grant program now includes automotive equipment among acceptable projects to be funded, and

Whereas, Jefferson County will receive \$125,000 from New York State designated for purchase of an evidence van and associated equipment.

Now, Therefore, Be It Resolved, That the 2019 County Budget is hereby amended as follows:

**Increase:**

Revenue		
01311000 93389	State Aid - Other Public Safety	\$ 125,000
Expenditure		
01311000 02401	Automotive Equipment	\$ 110,000
01311000 02100	Departmental Equipment	15,000

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. \_\_\_\_\_**

Accepting Donation for Sheriff's Department and Amending  
the 2019 County Budget in Relation Thereto

By Legislator: \_\_\_\_\_

Whereas, The Sheriff's Department has received a donation from the Northern New York Community Foundation, Inc., and

Whereas, The donation will be used for a yearly mock crash DWI scenario at Indian River Central School.

Now, Therefore, Be It Resolved, That this Board of Legislators does hereby gratefully accept said donation, and be it further

Resolved, That the 2019 County Budget is hereby amended as follows:

**Increase:**

Revenue:		
01311000 92705	Gifts and Donations	\$ 50

Expenditures:		
01311000 04415	Advertising	\$ 50

Seconded by Legislator: \_\_\_\_\_

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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

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**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. \_\_\_\_\_**

Authorizing Extension of Agreement with NYS Department of Agriculture  
and Markets for the Provision of Petroleum Product Quality Program Services

By Legislator: \_\_\_\_\_

Whereas, Pursuant to Section 179 of the Agriculture and Markets Law, the State of New York has established a Petroleum Product Quality Program to guard against the sale of inferior petroleum products in New York State by insuring that petroleum products meet specified quality standards, and

Whereas, Under the program the NYS Department of Agriculture and Markets will reimburse a contracting county quarterly for actual costs and expenses incurred in collecting and inspecting petroleum product samples, and

Whereas, Jefferson County, through the Department of Consumer Affairs Bureau of Weights and Measures, has contracted with the State Department of Agriculture and Markets for the provision of petroleum product quality program services, and

Whereas, The NYS Department of Agriculture and Markets has notified the Director of Weights and Measures that an allotment of \$8,968 is available to reimburse Jefferson County annually for petroleum product collection and inspection during the period April 1, 2019 through March 31, 2024.

Now, Therefore, Be It Resolved, That the County of Jefferson Board of Legislators authorizes the extension of a contract with the New York State Department of Agriculture and Markets for the provision of Petroleum Product Quality Program services for the contract period April 1, 2019 through March 31, 2024 in the aggregate amount of \$44,840, and be it further

Resolved, That the Chairman of the Board of Legislators be and is hereby authorized to execute such agreement on behalf of Jefferson County, subject to approval by the County Attorney as to form and content.

Seconded by Legislator: \_\_\_\_\_

# AGREEMENT

New York State  
Department of Agriculture and Markets  
10B Airline Drive  
Albany, NY 12235-0001  
Agency Business Unit: AGM01  
Agency Department ID: 3000000

## PETROLEUM PRODUCT QUALITY PROGRAM

Contract Authority: Agriculture & Markets Law § 179(19)

Contract Number: **C011516**  
Amount of Agreement: **\$89,680**  
Period Amount: **\$44,840**  
Contract Term: **4/1/2014 to 3/31/2024**  
Renewal Period: **4/1/2019 to 3/31/2024**  
NYS Vendor ID: **1000002592**

Contractor Name/Project Sponsor: **Jefferson County**

Street: **175 Arsenal Street**

City: **Watertown**

State: **NY** Zip: **13601**

Billing Address (if different from above):

Street: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Title/Description of Project: **Conduct Inspections, Screening Tests and Sample Fuel Stored at Retail Fuel Outlets**

### THIS AGREEMENT INCLUDES THE FOLLOWING:

- This Coversheet
- Appendix A (Standard Clauses for New York State Contracts)
- Appendix B (Project Budget)
- Appendix C (Scope of Work or RFP and Proposal)
- Appendix D (The Department's General Conditions)
- Appendix E (The Department's Special Conditions)
- Appendix F Other (Identify)

### FOR AMENDMENTS CHECK THOSE THAT APPLY:

- Additional Work
- Extension of Time  
From to
- Increase Amount
- Decrease Amount
- Renewal: 0 Remaining
- Revised Budget
- Revised Appendix E
- Revised Appendix F

If Increase/Decrease in Amount:

Previous Amount: \$ \_\_\_\_\_

Increase/decrease

New Total: \$ \_\_\_\_\_

**ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.**

**The Contractor and the Department agree to be bound by the terms and conditions contained in this Agreement**

### CONTRACTOR

Signature of Contractor's Authorized Representative: \_\_\_\_\_

Date: \_\_\_\_\_

Typed or Printed Name of Above Representative: \_\_\_\_\_

Title of Authorized Representative: \_\_\_\_\_

### NYS DEPARTMENT OF AGRICULTURE & MARKETS

Signature of Authorized Official: \_\_\_\_\_

Date: \_\_\_\_\_

Typed or Printed Name of Above Official: \_\_\_\_\_

Title of Authorized Official: \_\_\_\_\_

STATE OF NEW YORK

ss:  
County of \_\_\_\_\_  
Notary Public: On this \_\_\_ day of \_\_\_\_\_, 20\_\_\_ before me personally appeared \_\_\_\_\_, to me known, and known to me to be the same person who executed the above instrument and duly acknowledged the execution of the same.

State Agency Certification: In addition to the acceptance of this contract, I also certify that original copies of this signature page will be attached to all other exact copies of this contract.

Attorney General: \_\_\_\_\_

Approved: Thomas P. DiNapoli, State Comptroller

By: \_\_\_\_\_  
Date: \_\_\_\_\_

**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. \_\_\_\_\_**

Amending the 2019 County Budget Relative to Weights and Measures Department

By Legislator: \_\_\_\_\_

Whereas, Jefferson County Weights and Measures utilizes a field prover to test fuels such as distillates and gasoline, and

Whereas, The current equipment, which is 60 years old, is no longer able to be used in testing any flammable fuels.

Now, Therefore, Be It Resolved, That the Weights and Measures Department be authorized to purchase a new mobile 100 gallon prover system, and be it further

Resolved, That the 2019 County Budget is hereby amended as follows:

**Increase:**

01654000 02100	Departmental Equipment	\$ 35,000
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**Decrease:**

01199000 04963	Contingent Account	\$ 35,000
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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.

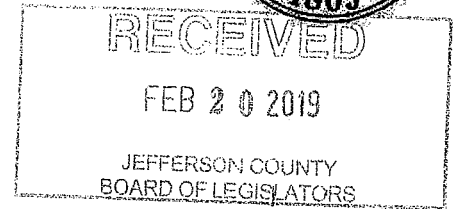
In testimony whereof, I have hereunto set my hand and affixed the seal of said County this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Clerk of the Board of Legislators





**JEFFERSON / LEWIS COUNTY**  
**DEPARTMENT OF CONSUMER AFFAIRS**  
**BUREAU OF WEIGHTS AND MEASURES**  
21915 County Route 190  
Watertown, NY 13601  
Phone: (315) 786-1094  
JAMES A. RICHMIRE - DIRECTOR  
BRIAN M. MOONEY - ASSISTANT DIRECTOR



DATE: February 15, 2019

TO: Robert Hagemann

SUBJECT: Jefferson County 100 Gallon Prover

On February 8, 2019 state specialist 1 Mike Konyak gave a presentation to Jefferson County weights & measures that was mandated by the New York State Weights & Measures director Mike Sikula. The subject was the criteria and safety that the state is requiring for current field provers that are being used to test fuels such as distillates and gasoline.

Upon completion of the presentation Mr. Konyak performed an examination of both the Jefferson County and Lewis County 100 gallon provers to determine if the provers meet the criteria for safely testing flammable fuels such as gasoline, aviation fuel, and jet fuel A.

After examining the Jefferson County 100 gallon prover it was determined that there were a number of issues that would prevent the prover to be used in testing any flammable fuels.

- There is no grounding cable.
- There is no bonding cable.
- There is no bottom fill tube to reduce gasoline vapor.

The first two issues regarding the grounding cables can be addressed but the required bottom fill tube **CANNOT** be corrected. It would require adding the fill tube and the state will not certify any prover that has been altered in any way.

After examining the Lewis County 100 gallon prover it was determined that the only issue is the lack of the bottom fill tube.

With the 100 gallon provers not being able to test flammable fuels means there are at least 23 total meters that cannot be certified in both Jefferson and Lewis County. Due to the listed shortfalls of our current prover we can no longer safely test the fuel trucks at the Watertown Airport.

There is another issue to take into consideration. Every five years the state requires all of our testing equipment to be taken to the metrology lab in Albany to be recertified, this includes the 100 gallon prover. The prover is due to be certified again in 2020. After the last certification (it's a story by itself...) I am very doubtful that our current prover will be certified in 2020.

Given all these newly developed circumstances I am requesting that Jefferson County consider the purchase of a new mobile 100 gallon prover system replacing our current 60 year old prover.

James A. Richmire – Director of Weights & Measures



## 2019 Planning Department Report January and February

### COUNTY PLANNING AND ECONOMIC DEVELOPMENT

#### Community Development Block Grant (CDBG) Program

2018 Award Year. The County received notification that we were awarded \$800,000 for housing rehab. Staff began working on the paperwork for acceptance. Staff participated in required webinars for the award.

North Country HOME Consortium. During January and February \$158,643 in Federal HOME funds were expended; representing activity on one single family rehab, a four unit rental rehab, and administration. Staff participated in webinars on the HOME program.

#### County Planning Board

Staff prepared materials and presented projects for the January and February Planning Board meetings.

1. Clayton (T) - site plan review/area variance: renovating/converting boathouse for office space, build a loading ramp and docks for marine construction business.
2. LeRay (T) – site plan review – 10,800 square foot restaurant.
3. LeRay (T) – use variance – reopen grocery/gas station.
4. LeRay (T) – area variance – lot sizes for a commercial subdivision.
5. Rodman (T) – zoning amendment – proposed wind power regulations.
6. Watertown (T) – site plan review – digital advertising vehicle business.
7. Worth (T) – site plan review – communication tower.

#### Census 2020

Participated in Census 2010 Participant Statistical Areas Program (PSAP) training webinar and began PSAP review for Jefferson County.

Completed the 2018 Census Boundary and Annexation Survey for municipalities within Jefferson County.

#### Fort Drum Economic Model

Staff worked with Fort Drum staff, Advocate Drum staff, and JC Economic Development staff to develop the preliminary results regarding the induced/indirect impact based on the Fort Drum 2018 Report.

#### Other Activities

Attended the Fort Drum Compatibility Planning Committee meeting.

### COMMUNITY PLANNING AND DEVELOPMENT

#### Municipal Project Assistance

Alexandria Bay (V) – Staff met with the committee to discuss Chapter 6 Economic Development and Chapter 7 Land Use and Village Character. Staff updated Comprehensive Plan land use maps with 2018 data and created survey area land use map series.

Orleans (T) – Staff attended committee meetings to discuss Chapter 5 Natural Resources and Environment. February meeting was cancelled due to weather. Staff prepared statistics and maps for the Comprehensive Plan: watersheds, surficial geology, bedrock geology, soil suitability for septic systems, prime agricultural soils, and New York State certified agricultural districts.

Lyme (T) – Staff attended Town Planning Board meetings and provided assistance with special use permit reviews and discussions regarding short-term rentals and RV's.

Rodman (T) – Staff assisted committee in developing amendment to their zoning code for solar power regulations.

### RESOURCE AND ENVIRONMENTAL MANAGEMENT

#### Agriculture

2018 Agricultural District Inclusions – Staff received notification from NYS Agriculture and Markets that the inclusions were approved. Staff prepared and mailed letters to applicants notifying them on their inclusion.

#### Snowmobile Grant-in-Aid Program

Coordinated payment of remaining 30% checks to clubs, worked with NYS OPRHP regarding the audit of club documentation from last season that NYS OPRHP Director recently completed.

#### MS4 Coalition

Staff attended MS4 coalition meeting.

### INFORMATION, DEMOGRAPHIC, AND DATA SERVICES

#### General Technical Assistance

Responded to callers, emails, and walk-ins with requests concerning flood maps, zoning, election districts, and county map viewer.

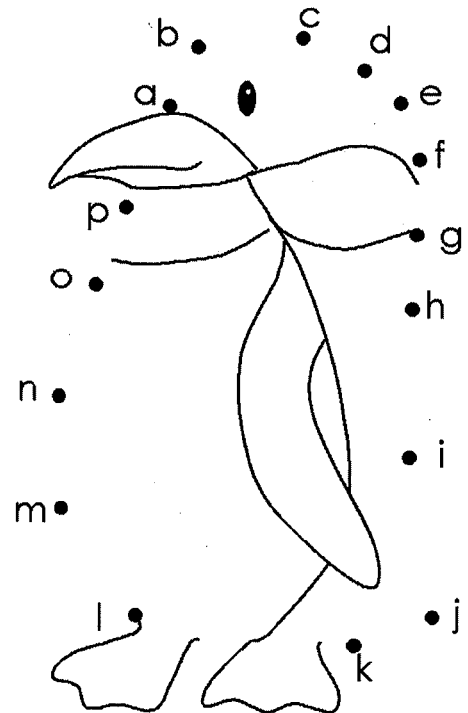
#### Other Geographic Information System (GIS) Tasks (not associated with projects above)

For various requests and projects, created or refined the following GIS maps: County dog control coverage, potential landing sites for air medevac operations, and New York State certified agricultural district parcels for the Town of Cape Vincent.

Trivia question:

Which County was Jefferson County formed out of?

Three times after Jefferson County was formed we altered our boundaries with Lewis County.



# County of Jefferson

## DEPARTMENT OF CONSUMER AFFAIRS

### BUREAU OF WEIGHTS AND MEASURES

James A. Richmire, Director  
 Brian M. Mooney, Asst. Director



21915 County Route 190  
 Watertown, NY 13601  
 Phone (315) 786-1094

#### Monthly Report - March 2019

Establishments:	Establishments		Devices					
	# Insp	# Retest	Correct	Plus	Minus	Other	Visual	Retests
Commercial Estab.	37		143	1		1	4	
Non-Comm. Estab.								

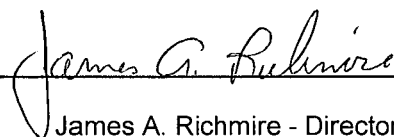
Commodities:	# Inspections	
		5
	# Lots	40
	# Packages/Lots	1536
	# Packages Measured	660
	# Lots Failed	

Complaints / Requests:	
Petroleum Samples:	24
Milk Tanks:	New
	Recalibrations/Rechecks
Vehicle Scales:	2

Scanner	# Inspections					
Checks:	Items Correct	986	98.6%	Marked	Scanned	
	Overcharge	6	0.6%	\$61.32	\$65.35	\$4.03
	Undercharge	8	0.8%	\$54.78	\$52.48	-\$2.30
	Not On File					
	Total # Scanned	1000	100.0%			
	# Inspections Failed		0.00%			

#### Additional Comments:

All Petroleum Samples Tested MEET Required NYS Tolerances for the month of March. Brian worked in Lewis Co 3/1, 3/11, 3/15, 3/22 & 3/29. Brian did octane sampling 3/7 & 3/8 in Lewis Co.

  
 \_\_\_\_\_  
 James A. Richmire - Director

# County of Lewis

## DEPARTMENT OF CONSUMER AFFAIRS

### BUREAU OF WEIGHTS AND MEASURES

James A. Richmire, Director  
 Brian M. Mooney, Asst. Director



21915 County Route 190  
 Watertown, NY 13601  
 Phone (315) 786-1094

### Monthly Report - March 2019

Establishments:	Establishments		Devices					
	# Insp	# Retest	Correct	Plus	Minus	Other	Visual	Retests
Commercial Estab.	21		48					
Non-Comm. Estab.								

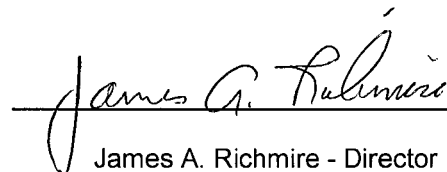
Commodities:	# Inspections	2
	# Lots	12
	# Packages/Lots	604
	# Packages Measured	180
	# Lots Failed	

<b>Complaints / Requests:</b>	1
<b>Petroleum Samples:</b>	11
<b>Milk Tanks:</b>	New
	Recalibrations/Rechecks
<b>Vehicle Scales:</b>	

Scanner	# Inspections	3				
<b>Checks:</b>	Items Correct	297	99.0%	Marked	Scanned	
	Overcharge	3	1.0%	\$20.18	\$22.59	\$2.41
	Undercharge					
	Not On File					
	Total # Scanned	300	100.0%			
	# Inspections Failed		0.00%			

**Additional Comments:**

All Petroleum Samples Tested MEET Required NYS Tolerances for the month of March. 3/29/19 >Request new milk tank chart for Ernest Beyer farm.

  
 James A. Richmire - Director

**County of Jefferson / Lewis**  
 Department Of Consumer Affairs  
**BUREAU OF WEIGHS AND MEASURES**

TOTAL DEVICES TESTED FOR MARCH 2019

UPDATED THRU: 4/1/19 4/1/19

DEVICES	JEFFERSON	LEWIS	TOTAL	% JEFFERSON	% LEWIS
Computing	48	8	56	85.71%	14.29%
Pre-Pack	17	4	21	80.95%	19.05%
Customer Scale	3	1	4	75.00%	25.00%
Vehicle Scale	2		2	100.00%	0.00%
Monorail Scale	1		1	100.00%	0.00%
Prescription Scale			0	#DIV/0!	#DIV/0!
Hopper / Batch / Tank	6		6	100.00%	0.00%
Platform Scale	5	9	14	35.71%	64.29%
Livestock Scale			0	#DIV/0!	#DIV/0!
Miscellaneous Scale	6	1	7	85.71%	14.29%
Petroleum Pump	37	5	42	88.10%	11.90%
Petroleum Meter VTM			0	#DIV/0!	#DIV/0!
Other Meter			0	#DIV/0!	#DIV/0!
Rack Meter			0	#DIV/0!	#DIV/0!
Liquid Measure			0	#DIV/0!	#DIV/0!
Volumetric Measure			0	#DIV/0!	#DIV/0!
Weights Pharmacy			0	#DIV/0!	#DIV/0!
Weights Other	16	19	35	45.71%	54.29%
Linear Measure	2	1	3	66.67%	33.33%
Linear Measuring Device			0	#DIV/0!	#DIV/0!
Timing Device	1		1	100.00%	0.00%
Miscellaneous Device			0	#DIV/0!	#DIV/0!
Non-Commercial Device			0	#DIV/0!	#DIV/0!
Milk Tanks			0	#DIV/0!	#DIV/0!

Total Devices for Jefferson	Total Devices for Lewis	Total Devices
144	48	192

**Total Percentage of Devices Inspected for each county**

Jefferson	Lewis
75.00%	25.00%

Remarks:  
 See monthly inspection reports for establishment information.