


County of Jefferson
Office of the County Administrator



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

January 10, 2019

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

Please let this correspondence serve as notification that the General Services Committee will meet on **Tuesday, January 15, 2019 at 6:00 p.m.** in the Board of Legislators' Chambers.

Following is a list of agenda items for the meeting:

Resolutions:

1. Authorizing Lead Agency Status and a Determination of Non-Significance in Accordance with the State Environmental Quality Review (SEQR) Act for Improvements at the Watertown International Airport
2. Authorizing an Agreement with AutoMon, LLC
3. Amending the 2019 County Budget and Capital Plan in Relation to the County Bridge Account
4. Authorizing the Implementation and Funding in the First Instance 100% of the Federal Aid and State "Bridge NY" Program Aid Eligible Costs of a Transportation Federal-Aid Project (Canal Street over Black River Channel), Appropriating Funds Therefor and Amending the 2019 County Budget and Capital Plan

Informational Items:

1. Monthly Departmental Reports:
 - Weights & Measures
 - Airport Commercial Passenger Report

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

RFH:tlr

cc: Airport
Buildings & Grounds
District Attorney
Dog Control
E-911

Fire & Emerg. Mgmt. Serv.
Highway/Recycling & Waste Mgt.
Probation
Public Defender

Sheriff
Weights & Measures
County Attorney
County Treasurer

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing Lead Agency Status and a Determination of Non-Significance in
Accordance with the State Environmental Quality Review (SEQR) Act for
Improvements at the Watertown International Airport

By Legislator: _____

Whereas, Jefferson County is planning a series of improvements to the Watertown International Airport including construction of an ARFF Facility, Air Ambulance Hangar, Access Road, and Terminal Improvements, and

Whereas, The proposed improvements are classified as Unlisted Actions for which Jefferson County is an involved agency for the purposes of SEQR review, and the County will undertake as Lead Agency an uncoordinated review of the projects and, in connection therewith, has reviewed a Short Environmental Assessment completed in conjunction with McFarland-Johnson, Inc..

Now, Therefore, Be It Resolved, Pursuant to 6 NYCRR Sec. 617.6, Jefferson County hereby accepts and assumes the responsibility to act as Lead Agency for the environmental review for the above described action, and

Be It Further Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute the determination of non-significance, and be it further

Resolved, That the Negative Declaration will be filed with all appropriate parties in accordance with 6 NYCRR Sec 617.12.

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 AutoMon, LLC

By Legislator: _____

Whereas, The Probation Department utilizes a web-based software program for case management services through AutoMon, LLC known as Caseload Explorer to provide technical support services to Probation related to this program, and

Whereas, AutoMon, LLC has been awarded the contract to provide software associated with this program.

Now, Therefore, Be It Resolved, That Jefferson County desires to enter into an agreement with AutoMon, LLC for said services for the period August 10, 2018 through August 9, 2019, and be it further

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

Seconded by Legislator: _____

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

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

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

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Amending the 2019 County Budget and Capital Plan in Relation to the County Bridge Account

By Legislator: _____

Whereas, The Superintendent of Highways has identified a completed bridge project account with a remaining balance, and

Whereas, This capital expenditure and related revenue account should be brought to zero balance and closed.

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

Decrease:

Expenditure		
20511300 02903	CR 87 over Skinner Creek (H017)	\$727,682.62
Revenue		
20900600 94592	Federal Aid Bridges	\$502,146.11
Fund Balance		
20000000 30599	Appropriated Fund Balance	\$336,634.14

Increase:

Revenue		
20900600 93592	State Aid Bridges	\$110,847.63

and be it further

Resolved, That capital account 20511300 02903 is hereby closed, and be it further

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

Seconded by Legislator: _____

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing the Implementation and Funding in the First Instance 100% of the Federal Aid and State "Bridge NY" Program Aid Eligible Costs of a Transportation Federal-Aid Project (Canal Street over Black River Channel), Appropriating Funds Therefor and Amending the 2019 County Budget and Capital Plan

By Legislator: _____

Whereas, A Project for the Canal Street over Black River Channel, PIN 775365 (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 by Federal funds (CFDA 20.205) and non-federal funds, and

Whereas, By Resolution 93 of 2017, the County of Jefferson approved the above project by making a commitment for the cost of the Preliminary Engineering and Right of Way Incidental phases of the project, and authorizing \$177,000 to cover the cost of these phases, and

Whereas, The County has allocated \$500,000 additionally to this project through the Adopted 2018 Budget for a total of \$677,000, 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 Final Design, Construction and Construction Inspection phases of the project, and

Whereas, The total project cost is projected by NYSDOT at \$2,230,000.

Now, Therefore, Be It Resolved, That the Jefferson County Board of Legislators does hereby amend the 2019 County Budget and Capital Plan to establish 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 federal and non-federal share of the cost of the Final Design, Construction and Construction Inspection 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 Bridge NY funding awarded to Jefferson County, and be it further

Resolved, That the sum of \$2,053,000, which includes the Final Design, Construction and Construction Inspection of the project, or so much thereof as is necessary is hereby appropriated from Account 20511300 02913 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 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 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, and be it further

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

Increase:

Expenditure		
20511300 02913	Canal Street over Black River (D012)	\$1,553,000
Revenue		
20900600 94592	Federal Aid Bridges	\$1,052,550
Fund Balance		
20000000 30599	Appropriated Fund Balance	575,450

Decrease:

Revenue		
2090600 93592	State Aid Bridges	\$ 75,000

and be if further

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

Seconded by Legislator: _____

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 - December 2018

Establishments:	Establishments		Devices					
	# Insp	# Retest	Correct	Plus	Minus	Other	Visual	Retests
Commercial Estab.	33		170	2	2		1	3
Non-Comm. Estab.								

Commodities:	# Inspections	6
	# Lots	39
	# Packages/Lots	3923
	# Packages Measured	780
	# Lots Failed	

Complaints / Requests:	7
Petroleum Samples:	
Milk Tanks:	New
	Recalibrations/Rechecks
Vehicle Scales:	4

Scanner	# Inspections	7				
Checks:	Items Correct	747	99.6%	Marked	Scanned	
	Overcharge	2	0.3%	\$12.16	\$13.13	\$0.97
	Undercharge	1	0.1%	\$2.49	\$1.99	-\$0.50
	Not On File					
	Total # Scanned	750	100.0%			
	# Inspections Failed		0.00%			

Additional Comments:

No Petroleum Sampling Scheduled by NYS. Brian worked in Lewis County 12/6, 12/14, 12/18, 12/21 (both Brian & I worked in Lewis Co.). 12/24 received two consumer complaints. Both complaints have been investigated and resolved.

James A. Richmire

 JAMES A. RICHMIRE - Director

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

TOTAL DEVICES TESTED FOR

UPDATED THRU: 12/31/18 12/26/18

DEVICES	JEFFERSON	LEWIS	TOTAL	% JEFFERSON	% LEWIS
Computing	90	1	91	98.90%	1.10%
Pre-Pack	21		21	100.00%	0.00%
Customer Scale	4		4	100.00%	0.00%
Vehicle Scale	4	2	6	66.67%	33.33%
Monorail Scale			0	#DIV/0!	#DIV/0!
Prescription Scale			0	#DIV/0!	#DIV/0!
Hopper / Batch / Tank	2		2	100.00%	0.00%
Platform Scale	11	2	13	84.62%	15.38%
Livestock Scale			0	#DIV/0!	#DIV/0!
Miscellaneous Scale	14		14	100.00%	0.00%
Petroleum Pump	3	1	4	75.00%	25.00%
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	17		17	100.00%	0.00%
Linear Measure			0	#DIV/0!	#DIV/0!
Linear Measuring Device	9		9	100.00%	0.00%
Timing Device			0	#DIV/0!	#DIV/0!
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
175	6	181

Total Percentage of Devices Inspected for
each county

Jefferson	Lewis
96.69%	3.31%

Remarks:
 See monthly inspection reports for establishment information.

PASSENGER STATISTICS - AMERICAN AIRLINES - CALENDAR YEAR

MONTH	2018		TOTAL PX 1/1-12/31/18	% INCREASE/ DECREASE	2017	2016	2015	2014	2013	2012
	DEPARTURES	ARRIVALS			PX TOTALS	PX TOTALS	PX TOTALS	PX TOTALS	PX TOTALS	PX TOTALS
January	1,431	1,467	2,898	+18%	2,462	2,248	2,297	1,990	2,827	2,051
February	1,632	1,633	3,265	+13%	2,890	2,174	2,675	2,605	2,507	2,451
March	1,655	1,757	3,412	+9%	3,131	2,754	3,135	3,232	2,950	2,861
April	1,834	1,587	3,421	+7%	3,206	2,765	2,942	3,695	2,957	2,933
May	1,830	1,870	3,700	+11%	3,340	3,086	4,057	3,408	3,350	2,995
June	2,124	2,281	4,405	+34%	3,277	2,979	3,694	3,270	3,303	2,783
July	2,664	2,468	5,132	+3%	4,998	3,498	4,670	4,574	4,036	3,579
August	2,658	2,672	5,330	+2%	5,244	3,539	4,725	4,561	3,884	3,788
September	2,220	2,186	4,406	-5%	4,662	3,279	3,205	3,365	3,441	2,670
October	2,225	2,060	4,285	-16%	5,085	3,642	2,763	3,305	3,737	3,164
November	1,813	1,791	3,604	-24%	4,743	2,983	2,593	2,492	3,117	3,035
December	2,168	2,031	4,199	+31%	3,194	2,809	2,655	3,211	2,983	3,017
Year End Total	24,254	23,803	48,057	+4%	46,232	35,756	39,411	39,708	39,092	35,327
Avg # of px / mth	2,021	1,984	4,005		3,853	2,980	3,284	3,309	3,258	2,944

1/08/2019 updated