

County of Jefferson
Office of the County Administrator



Historic Courthouse
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Phone: (315) 785-3075 Fax: (315) 785-5070

October 3, 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, October 8, 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 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 (Noble Street over West Creek), Appropriating Funds Therefor and Amending the 2019 County Budget and Capital Plan
2. Amending the 2019 County Budget and Capital Plan in Relation to Lake Ontario Flooding
3. Amending the 2019 County Budget in Relation to the County Road Machinery Fund
4. Amending the 2019 County Budget and Capital Plan in Relation to the County Road Projects
5. Amending the 2019 County Budget in Relation to Recycling & Waste Management
6. Authorizing Jefferson County to be Lead Agency under the State Environmental Quality Review Act for the Purpose of the 2019 Inclusion of Viable Agricultural Land to Existing Agricultural Districts, and Making a Determination of Non-significance
7. 2019 Inclusion of Viable Agricultural Land in Certified Agricultural Districts Before the Districts' Established Review Periods
8. Amending the 2019 County Budget in Relation to the HOME Investment Partnership Grant Program

9. Authorizing the Execution of a Subordination Agreement for a Mortgage Note Held by Jefferson County in Relation to the Community Development Block Grant Housing Improvement Program
10. Adopting Guidelines and Administrative Procedures in Relation to the County's Housing Improvement Program funded by a 2019 NYS Community Development Block Grant (CDBG) Award
11. Authorizing Agreement for Raise the Age and Amending the 2019 County Budget Relative to Probation Department
12. Recognizing NYS Governor's Traffic Safety Committee Child Passenger Safety Program Grant and Amending the 2019 County Budget in Relation Thereto
13. Authorizing Agreement with NYS Unified Court System for Provision of Court Security Services by Jefferson County
14. Authorizing 2020-2022 Intergovernmental Agreements Between Jefferson County and Its Towns Relative to Road and Bridge Maintenance Services; Construction and Reconstruction of Roads; and Sanding, Snow and Ice Removal

Informational Items:

1. Monthly Departmental Report:
 - Planning

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 (Noble Street over West Creek), and Appropriating Funds Therefor

By Legislator: _____

Whereas, A Project for the Replacement of Noble Street over West Creek, PIN 775377 (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 non-federal share of the cost of Preliminary Engineering and Right-of-Way Incidentals Phases of the Project, and

Whereas, The County has allocated funding to this project through the Adopted 2019 Budget.

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 Preliminary Engineering and Right-of-Way Incidentals Phases of the Project or portions thereof, and be it further

Resolved, That the sum of \$195,000, which includes the Preliminary Engineering and Right-of-Way Incidentals Phases of the Project, or so much thereof as is necessary is hereby appropriated from Account 20511300 02904 in the 2019 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 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/or Marchiselli 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: _____

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 Lake Ontario Flooding

By Legislator: _____

Whereas, Flooding of Lake Ontario in 2017 resulted in FEMA assessment of County Road 59 requiring mitigation, as well as clearing culverts and fortifying embankments of a number of County Roads as Emergency Protective Measures, and

Whereas, Funding must be used for this specific purpose, and

Whereas, The local match will be made in-kind.

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

Increase:

Expenditure		
20511300 02800	Lake Ontario Flood Mitigation	\$ 50,838.99
Revenue		
20900600 94960	Federal Aid Emergency Disaster Assist	\$ 50,838.99

and be it further

Resolved, That the six year capital plan is hereby 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 2019 County Budget in Relation to the County Road Machinery Fund

By Legislator: _____

Whereas, The Superintendent of Highways has requested transfers between accounts to provide for increased use of fuel due to more snow-removal than expected and to unanticipated high water response efforts, and

Whereas, The 2019 Budget must be amended to do so.

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

Increase:

Revenue		
10900400 92302	Snow Removal - Other Governments	\$ 4,634.43
10900400 92401	Interest and Earnings	15,923.74
10900400 92665	Sale of Equipment	2,773.00
10900400 92804	Snow Removal, Interfund	13,727.13

Expenditure		
10513000 04311	Gasoline and Oil	\$75,000.00

Decrease:

Expenditure		
10513000 02484	Skid Steer	\$ 2,119.70
10513000 02500	Buildings/Grounds Equip	25,599.00
10513000 02700	Bridge Equipment	10,223.00

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 County Road Projects

By Legislator: _____

Whereas, The Superintendent of Highways has identified two new road projects, and

Whereas, Funding is available from an insurance settlement, and from the sale of real property per Resolution 84 of 2019.

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

Increase:

Revenue

35143600 92701	Refund Prior Years Expense	\$1,000,000
01104500 92660	Sale of Real Property	200,000

Transfers

35995000 09006	Transfer to Capital Projects Fund	\$1,000,000
01995000 09006	Transfer to Capital Projects Fund	200,000
20900600 95031	Interfund Transfers	1,200,000

Expenditure

20511200 02728	CR121	\$ 950,000
20511200 02759	CR 46	250,000

and be it further

Resolved, That the six year capital plan is hereby 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 2019 County Budget in Relation to Recycling & Waste Management

By Legislator: _____

Whereas, Recycling & Waste Management is experiencing increased use of fuel, and

Whereas, The 2019 County Budget must be amended to provide for resulting shortfall anticipated in that Recycling & Waste Management Fund account.

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

Increase:

Expenditure		
15816000 04311	Gasoline and Oil	\$12,000

Decrease:

15816000 04114	Maintenance/Repairs	\$ 6,000
15816000 04211	Building/Property Maint	6,000

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 Jefferson County to be Lead Agency under the State Environmental Quality Review Act for the Purpose of the 2019 Inclusion of Viable Agricultural Land to Existing Agricultural Districts, and Making a Determination of Non-significance.

By Legislator: _____

Whereas, New York State Agriculture and Markets Law Article 25AA, Section 303-b requires Counties to establish an annual thirty day period within which to accept requests by landowners to have viable agricultural land included in a certified Agricultural District and;

Whereas, the Jefferson County Board of Legislators passed Resolution No. 98 of 2004, Establishing an Annual Thirty Day Period from June 1 to June 30 for Landowners to Submit Proposals to Include Viable Agricultural Land within an Existing Agricultural District Before the District's Established Review Period; and

Whereas, In accordance with Section 303-b of Article 25AA of the New York State Agriculture and Markets Law, the requests for inclusion during the 2019 request period were referred to the Agriculture and Farmland Protection Board for review and recommendation; and

Whereas, The inclusion of viable agricultural land within an existing Agricultural District before the District's established review period is an action subject to environmental review in accordance with Article 8 of the New York State Environmental Conservation Law, State Environmental Quality Review (SEQR) Act; and

Whereas, An Environmental Assessment Form (EAF) has been completed which reviews potential environmental impacts and determines that no significant impacts will occur.

Now, Therefore, Be It Resolved, That Jefferson County shall assume lead agency status for this action pursuant to SEQR and has determined that this is an unlisted action and will not have any adverse environmental impacts, and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized to sign the Environmental Assessment Form\ Determination of Significance and forward same to all involved agencies.

Seconded by Legislator: _____

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

2019 Inclusion of Viable Agricultural Land in Certified Agricultural Districts Before
the Districts' Established Review Periods

By Legislator: _____

Whereas, New York State Agriculture and Markets Law Article 25AA, Section 303-b requires Counties to establish an annual thirty day period within which to accept requests by landowners to have viable agricultural land included in a certified Agricultural District and;

Whereas, the Jefferson County Board of Legislators passed Resolution No. 98 of 2004, Establishing an Annual Thirty Day Period from June 1 to June 30 for Landowners to Submit Proposals to Include Viable Agricultural Land within an Existing Agricultural District Before the District's Established Review Period; and

Whereas, In accordance with Section 303-b of Article 25AA of the New York State Agriculture and Markets Law, the 2019 requests for inclusion were referred to the Agriculture and Farmland Protection Board for review and recommendation; and

Whereas, the recommendation of the Agriculture and Farmland Protection Board has been submitted to this Board; and

Whereas, a public hearing was held on September 23, 2019 to receive public comments; and

Whereas, the Jefferson County Board of Legislators has reviewed the requests for inclusion, the recommendation of the Jefferson County Agricultural and Farmland Protection Board, and the Public Hearing record concerning the inclusion of viable agricultural land in certified agricultural districts before the districts' established review periods.

Now, Therefore, Be It Resolved, That, pursuant to Agriculture and Markets Law Article 25 AA, Section 303-b, the Jefferson County Board of Legislators does hereby approve the inclusion of 5 parcels consisting of 369.92 acres to existing Agricultural Districts.

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 in Relation to
the HOME Investment Partnership Grant Program

By Legislator: _____

Whereas, By Resolution 91 of 2017, Jefferson County, acting as lead County on behalf of the North Country HOME Consortium, was authorized to submit applications to the U.S. Department of Housing and Urban Development (HUD) for HOME Investment Partnership Program Grants for Fiscal Years 2018, 2019 and 2020 to assist in providing affordable housing resources within the Consortium area, and

Whereas, Jefferson County, as lead County of the Consortium, has been awarded a 2019 HOME Grant in the amount of \$777,579 for the purpose outlined above.

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

Increase:

Revenue		
30866800 94995	HOME Program	\$ 777,579
Expenditure		
30898900 04001	HOME Program	\$ 777,579

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 Execution of a Subordination Agreement for a Mortgage Note
Held by Jefferson County in Relation to the Community Development Block Grant
Housing Improvement Program

By Legislator: _____

Whereas, The County of Jefferson received funding from the New York Office of Community Renewal for the operation of a county-wide housing improvement program under the Small Cities Community Development Block Grant funding (CDBG), and

Whereas, By Resolution 153 of 2016 this Board adopted Guidelines and Administrative Procedures for the operation of the 2015 Housing Improvement Program, and

Whereas, Said Regulations require the protection of the County's investment in individual projects by means of a mortgage note securing the County's right to seek reimbursement of loaned funds in the event of a breach of program regulations by the property owner, and

Whereas, It is not the intent of the program to impair property owners ability to finance or refinance their residential real property through a third party lender, as a result of the interest mortgaged to the County, and

Whereas, An application having been made by Housing Improvement Program participant Sally Waite requesting that the County execute a Subordination Agreement, subordinating the County's existing mortgage (File No. 2018-000007550) to mortgage about to be executed and recorded to Community Bank.

Now, Therefore, Be it Resolved, that the Chairman of the Board is hereby authorized to execute the Subordination Agreement in favor of the party set forth above, subject to the approval of the County Attorney as to form and content.

Seconded by Legislator: _____

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

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

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

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Adopting Guidelines and Administrative Procedures in Relation to the County's Housing
Improvement Program funded by a 2019 NYS Community Development
Block Grant (CDBG) Award

By Legislator: _____

Whereas, Jefferson County has received a Community Development Block Grant (CDBG) for the 2019 Program Year (581HR307-19), its twelfth award, from the New York State Office of Community Renewal to implement and administer a county-wide Housing Improvement Program, and

Whereas, Local Guidelines and Administrative Procedures have been developed for implementation and administration of the program in compliance with applicable federal, state and local regulations, and

Whereas, The Guidelines and Administrative Procedures are updated for each CDBG housing award to incorporate changes to meet program and regulatory requirements associated the award, and

Whereas, The Guidelines and Administrative Procedures must be adopted by the Board of Legislators.

Now, Therefore, Be it Resolved, That this Board of Legislators, having been provided with a November 12, 2019 draft copy of the Guidelines and Administrative Procedures for Jefferson County for the 2019 grant award hereby adopts them and they shall become effective immediately for all County-sponsored housing rehabilitation activities conducted with 2019 Small Cities Community Development Block Grant funding.

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

2019 CDBG Housing Award Guidelines - Summary

- This grant was awarded for larger projects that will require more resources to address the problems that are identified in each property. Where possible, the CDBG funds will be combined with other resources (eg: NYS Affordable Housing Corporation funds available through local non-profits).
 - No limit is specified for the CDBG financing and grants are expected to be larger for projects that are approved under this program. In most cases, HUD funding will exceed the \$25,000/unit threshold in the Lead Paint Rule and full "abatement" will be required inside the homes. We expect to see two separate contracts for those properties - one for the lead abatement work and one for the rehabilitation activities.
 - The project area includes all communities in Jefferson County except the city of Watertown where other federal and state funding is already available to support local housing rehabilitation activities.
 - Eligibility is limited to single-family owner-occupied properties with owners who qualify as low or moderate income.
 - The asset test threshold has been increased to \$35,000.
 - Rental apartments will not be eligible for assistance under this program.
 - Mobile homes are eligible for assistance if they are owner-occupied and located on separate lots that are owned by the applicant (not on leased lots in mobile home parks). Those projects are subject to strict limitations that were imposed by the NYS Office of Community Renewal (OCR) in new rehabilitation standards that were published in July 2015; and each project must be approved by OCR unless the existing mobile home is less than 10 years old.
 - In special circumstances, CDBG funding may be used to replace an existing mobile home by purchase and installation of a new manufactured home. That activity can be considered if additional funding is available to support each project. Those will be more expensive projects that can only be accomplished with a combination of financing sources, perhaps including NYS-AHC and loans from USDA or private banks.
 - Special provisions are included in the guidelines to recognize restrictions in federal and state regulations that would affect any work on mobile homes in sensitive environmental areas. Rehabilitation of mobile homes will not be permitted in flood zones or in wetlands or areas adjacent to a wetland.
 - Language included to prohibit any activities in Coastal Zones or Coastal Barrier Resource Areas and to require NYS-DEC approval for any project that includes work on wells or septic systems in or adjacent to a wetland area. Those restrictions come from the environmental review process that was required for this grant.
 - Releases will be required from each applicant giving the county and the NYS Housing Trust Fund Corporation (HTFC) the unrestricted right to use photographs taken of the property and/or the applicant and releasing the county and the HTFC from any liability for use of those materials.
 - Before bids are solicited from local contractors, each project must be reviewed by the State Historic Preservation Office (SHPO), by the Tribal Historic Preservation Office (THPO) and by the DEC (for work in sensitive environmental areas). The THPO review is required only for projects that include ground disturbance (eg: for septic systems) where buried artifacts might be affected.
- Several revisions have been made in the program forms to accommodate changes in the guidelines and new requirements from the Office of Community Renewal.

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing Agreement for Raise the Age Relative to Probation Department

By Legislator: _____

Whereas, New York State has directed implementation of Raise the Age and has provided grant funding in the amount of \$129,077 through the Division of Criminal Justice Services (DCJS), and

Whereas, Said grant funds a Probation Officer to cover all Raise the Age related activities including related training, and

Whereas, Funding has been allocated in the Adopted 2019 County Budget, and

Whereas, An agreement needs to be authorized with DCJS for this funding for the period of April 1, 2018 through March 30, 2020.

Now, Therefore, Be It Resolved, That the Chairman of the Board is authorized to electronically execute the above referenced agreement on behalf of Jefferson County.

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 Governor's Traffic Safety Committee Child Passenger Safety Program
Grant and Amending the 2019 County Budget in Relation Thereto

By Legislator: _____

Whereas, The Jefferson County Sheriff's Department has been awarded a NYS Governor's Traffic Safety Committee Child Passenger Safety Program grant in the amount of \$2,750.

Now, Therefore, Be It Resolved, That the Jefferson County Board of Legislators hereby accepts said grant award for the project period October 1, 2019 through September 30, 2020, 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, subject to approval by the County Attorney as to form, and be it further

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

Increase:

Revenue:

01311000 94389	Federal Aid Criminal Justice	\$ 2,750
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Expenditure:

01311000 04112	Memberships and Dues	\$ 200
01311000 04313	Travel	750
01311000 04585	Operating Supplies	1,600
01311000 04613	Training	200

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 Agreement with NYS Unified Court System
for Provision of Court Security Services by Jefferson County

By Legislator: _____

Whereas, The NYS Unified Court System is proposing a five year Agreement for the provision of court security services by the Jefferson County Sheriff for the period of April 1, 2019 through March 31, 2024, said agreement to be divided into annual periods commencing April 1st and terminating on March 31st, each of which will contain provisions for staffing and maximum amounts of monetary reimbursement, and

Whereas, The initial period of this Agreement shall commence on April 1, 2019 and terminate on March 31, 2020 for a maximum compensation not to exceed \$134,845 for the period.

Now, Therefore, Be It Resolved, That Jefferson County enter into a five year agreement with the NYS Unified Court System for the provision of court security services for the period of April 1, 2019 through March 31, 2024, the initial period of such agreement to commence April 1, 2019 and terminate on March 31, 2020, for a maximum compensation not to exceed \$134,845, and be it further

Resolved, That the Chairman of the Board of Legislators be and is hereby authorized and directed to execute such agreement on behalf of Jefferson County, subject to approved by 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 2020-2022 Intergovernmental Agreements Between Jefferson County and Its
Towns Relative to Road and Bridge Maintenance Services; Construction and
Reconstruction of Roads; and Sanding, Snow and Ice Removal

By Legislator: _____

Whereas, The County's road, bridge and snow removal programs rely heavily on the use of Town Highway Departments, and

Whereas, The Board of Legislators has established policies governing the use of local municipal highway and public works departments to further the County programs, and

Whereas, In the interest of budgetary and operational stability, the County desires to enter into a three year agreement with the Towns for the provision of services needed to implement the aforesaid County programs.

Now, Therefore, Be It Resolved, That, Pursuant to Section 119-o of the General Municipal Law, the Chairman of the Board is hereby authorized to execute agreements with the Towns for this purpose, subject to approval of the County Attorney as to form and content, under the same provisions currently in effect, with the following exceptions: the base per mile reimbursement for snow removal for all Towns shall be \$5,873 in 2020, and then increased by the CPI-W in 2021 and 2022 (with a minimum increase of 2% each year), as determined by the average of the monthly rates for the preceding October - September period; the base per mile rate will also be subject to change based on OGS fuel prices (\$100 per mile change for every \$0.50 change in fuel price), and salt prices (\$100 per mile change for every \$10/ton change in salt price). In addition, summer rental rates for tandem-axle dump trucks shall be \$50 per hour, single-axle trucks shall be \$25 per hour, and all other equipment shall be reimbursed at the established DOT rates at the beginning of each year.

Seconded by Legislator: _____

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



2019
Planning Department Report
July and August

COUNTY PLANNING AND ECONOMIC DEVELOPMENT

Community Development Block Grant (CDBG) Housing Program:

Staff worked with Purchasing Department to develop RFP for consultant services for the CDBG Housing program for 2019, 2020, and 2021 funding rounds. Staff participated in webinar.

North Country HOME Consortium During July and August \$70,910 in Federal HOME funds were expended; representing activity on four single family rehabs and two rental rehabs.

County Planning Board

Staff prepared materials and presented projects for the July and August Planning Board meetings. The July meeting was held at the recently renovated Kellar Williams Lori Gervera office in downtown Watertown and the August meeting was held at the Indian River Lakes Conservancy Education Center in Redwood.

1. Chaumont (V) – zoning amendment to add solar regulations.
2. Chaumont (V) – site plan review for a retail addition.
3. Clayton (T) – zoning amendment to add solar regulations.
4. Clayton (T) – special use permit for a parking area and multi-use trail.
5. Clayton (T) – site plan review to construct an area to host fund raising events and wedding.
6. Clayton (T) – use variance for temporary office space.
7. Dexter (V) – special use permit for a gymnastics studio.
8. Hounsfield (T) – area variance to divide an existing parcel to allow the business on its own parcel.
9. Hounsfield (T) – site plan review for a construction company office.
10. LeRay (T) – site plan review to review a 3.93 megawatt solar facility.
11. LeRay (T) – area variance for a sign larger than allowed.
12. Lyme (T) – special use permit to review a residential solar facility.
13. Orleans (T) – site plan review for a boat storage/sales showroom.
14. Orleans (T) – special use permit, site plan review and area variance for a five MW solar array.
15. Orleans (T) – area variance for the fencing at a previously approved solar array.
16. Philadelphia (T) – special use permit for five 2 megawatt community solar ground mounted arrays.
17. Rodman (T) – zoning amendment to add solar regulations.
18. Watertown (T) – area variance to subdivide lot so businesses can be on individual lots.
19. Watertown (T) – site plan review for a beverage distribution center.

Resiliency and Economic Development Initiative (REDI)

Staff participated in the review of proposed projects in Jefferson and St. Lawrence counties. Staff attended seven meetings between the local review committee and public meetings on the projects and REDI process.

Census 2020

Staff reviewed Census Bureau's questions on the LUCA submittal.

Other Activities

Staff met with representatives from NYSERDA to learn about solar updates and how we can better serve our towns with the industry's ongoing changes.

COMMUNITY PLANNING AND DEVELOPMENT

Municipal Project Assistance

Adams (T) – Created zoning reference map for Town upon request.

Alexandria Bay (V) – Conducted a public meeting on the draft Village Vision and Goals and a number of related strategies and considerations.

Hounsfield (T) – Created a series of maps showing areas of concern within the town regarding the airport: FAA notification areas, Part 77 imaginary surfaces, Airport Impact areas, and elevations within the part 77 imaginary surfaces. Presented an Airport Compatibility training seminar to the Planning Board.

Lyme (T) – Staff attended monthly Planning Board meetings and provided assistance regarding application review, a draft solar law and RV regulations. Provided ongoing assistance to the Planning Board with multiple subdivision requests.

Orleans (T) – Conducted a public meeting on the Town's draft proposed Vision, Goals and Objectives. Met with the Plan Committee regarding the changes/additions to the Vision, Goals, and Objectives based on public comments received during the public meeting.

Philadelphia (T) – Staff met with Town planning board chair to discuss a proposed solar project in the Town.

RESOURCE AND ENVIRONMENTAL MANAGEMENT

Agriculture

2019 Agricultural District Inclusions – Staff completed a Report on requested inclusions.

Agricultural and Farmland Protection Board – Staff coordinated an AFPB meeting to review five individual inclusion requests.

Snowmobile Grant-in-Aid Program Compiled the Phase II application materials to fund trail maintenance activities for five snowmobile clubs now operating in Jefferson County.

MS4 Coalition Met with the Coalition members at the quarterly meeting, discussed the status of a number of various programs and initiatives.

INFORMATION, DEMOGRAPHIC, AND DATA SERVICES

General Technical Assistance

Responded to callers, emails, and walk-ins with requests concerning flood maps, parcels, zoning, 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: Watertown International Airport impact areas, proposed 2019 individual inclusions for the New York State Certified Agricultural Districts, locator maps for proposed agricultural district individual inclusions, 2019 Land Use by Assessment for Jefferson County, 2018-2019 HOME project locations, Redwood Hill Preserve locator map for County Planning Board meeting, Thousand Islands Snowmobile Club Trails map series with affected parcels.

Provided Census poverty population figures by age for the Public Health Department.

Delivered a mailing list for parcels intersecting the Thousand Islands Snowmobile Club.

Prepared 2019 parcel layer for departmental and County Map Viewer applications. Also prepared land use and agricultural district layers to post to the Map Viewer.