

REGULAR SESSION

TUESDAY, SEPTEMBER 3, 2019

Chairman Gray called the meeting to order at 6:00 p.m.

ROLL CALL OF MEMBERS

All members present except Legislators McBride, Maxon, Adsit and Doldo

PRIVILEGE OF THE FLOOR

Al Wood, Cape Vincent addressed the Board concerning the Jefferson County Department of Motor Vehicles. He said the online overall rating of the Jefferson County DMV is below all of the other counties around us, and that was proven by his personal experience. He expressed frustration concerning the hours of operation, and the overall operation of the DMV, and made suggestions he thought that might make it better such as staggered hours for employees, hiring additional employees, and moving land records to make room for additional DMV lines.

Bart Bonner, Watertown informed the Board that the ReEnergy Plant on Fort Drum was cutting down whole hard wood trees to create energy at their plant. He understood that they told everyone they would be picking up tree tops and scraps off the floor when they started operations, but that is not what they are doing and no one seems to be doing anything about it. Said they are destroying the forests in Jefferson, Lewis and St. Lawrence counties by cutting down so many hard wood trees. He talked to a St. Lawrence County legislator who would be willing to sit down and talk about this with legislators if they are interested.

Ed Eassa, 406 W. Kirby St., Dexter, NY 13634, addressed the Board concerning erosion that has happened at his house in Dexter because of the high water situation. He asked that any fill that was not wanted on County projects be diverted to his property. He contacted DEC who said no permit is required for this, so he would appreciate any fill that would help him rebuild his seawall.

READING OF MINUTES OF LAST SESSION, IF REQUESTED

The minutes of the August Session stand approved in the absence of objection or correction.

PETITIONS, NOTICES AND COMMUNICATIONS

The note of appreciation was received from the family of Margo Schirmer for the Board's donation in her honor.

REPORTS OF STAND COMMITTEES

The Finance & Rules Committee reported favorably on resolutions referred from other jurisdictional committees.

REPORTS OF COUNTY OFFICERS AND OTHERS

The County Treasurer provided a report on Investments and Cash in Banks for July, 2019.

The County Administrator provided a report on Budget Transfers for August, 2019.

The County Auditor provided a report on Erroneous Assessments for August, 2019.

LOCAL LAWS, RESOLUTIONS AND MOTIONS

Resolution No. 161

Appointing Director of Real Property Tax Services

By Legislator: James A. Nabywaniec

Resolved, Upon the recommendation of the County Administrator, and pursuant to Section 1530 of the Real Property Tax Law, Roxanne M. Burns is hereby appointed as Director of Real Property Tax Services, effective October 1, 2019, for a term of six years, said term to expire September 30, 2025.

Seconded by Legislator: Carolyn D. Fitzpatrick

All members present voted aye. Chairman Gray congratulated Ms. Burns on her reappointment.

Resolution No. 162

Authorizing Agreement with the New York State Office of Indigent Legal Services (Distribution #8)

By Legislator: Carolyn D. Fitzpatrick

Whereas, In 2003, The State created the Indigent Legal Services Fund to assist counties in providing indigent legal services, primarily through reimbursing payments to attorneys representing indigent defendants, and

Whereas, This funding was contingent on a “maintenance of effort”, wherein each county needed to spend at least as much as the prior year to receive it, and

Whereas, In 2010, the State created the Indigent Legal Services Board, which now oversees the fund and in order to receive the maximum amount allowable, the County must enter into an agreement with the Board as it has in past years, and

Whereas, The proposal for "Distribution #8" has been accepted by the Office of Indigent Legal Services, which covers the period January 1, 2018 through December 31, 2020 in the amount of \$388,716 (\$129,572 per year), and an agreement for it must be authorized.

Now, Therefore, Be It Resolved, That Jefferson County enter into an agreement with the New York State Office of Indigent Legal Services for the \$388,716 grant, and that the Chairman of the Board is hereby authorized and directed to execute said agreement on behalf of the County, subject to the review and approval of the County Attorney.

Seconded by Legislator: Allen T. Drake

All members present voted aye.

Resolution No. 163

Authorizing Agreement with the New York State Office of Indigent Legal Services (Distribution #9)

By Legislator: Robert W. Cantwell, III

Whereas, In 2003, The State created the Indigent Legal Services Fund to assist counties in providing indigent legal services, primarily through reimbursing payments to attorneys representing indigent defendants, and

Whereas, This funding was contingent on a "maintenance of effort", wherein each county needed to spend at least as much as the prior year to receive it, and

Whereas, In 2010, the State created the Indigent Legal Services Board, which now oversees the fund and in order to receive the maximum amount allowable, the County must enter into an agreement with the Board as it has in past years, and

Whereas, The proposal for "Distribution #9" has been accepted by the Office of Indigent Legal Services, which covers the period January 1, 2019 through December 31, 2021 in the amount of \$194,358 (\$64,786 per year), and an agreement for it must be authorized.

Now, Therefore, Be It Resolved, That Jefferson County enter into an agreement with the New York State Office of Indigent Legal Services for the \$194,358 grant, and that the Chairman of the Board is hereby authorized and directed to execute said agreement on behalf of the County, subject to the review and approval of the County Attorney.

Seconded by Legislator: Carolyn D. Fitzpatrick

All members present voted aye.

Resolution No. 164

Authorizing Agreement with the Town of Hounsfield to Exchange Ownership and Jurisdiction of a Certain Portion of County Road 75 and a Certain Portion of Old Rome Road with said Town and Amending the County Highway Map in Relation Thereto

By Legislator: Patrick R. Jareo

Whereas, By Resolution 76 of 1999 this Board authorized the “Jurisdictional Road Reclassification Program” providing for the transfer of certain roads and parts thereof to the Town in which the road is located upon the recommendation of the Highway Superintendent, and

Whereas, Sections 115-b and 115-c of New York Highway Law provide the County Board of Legislators with the authority, upon the recommendation of the Highway Superintendent and pursuant to a written agreement with the governing body of a town or village, to remove portions of roads from the highway system upon the adoption of a resolution, and

Whereas, The Jefferson County Highway Superintendent has recommended the removal of a portion of County Road 75 and including all drainage structures (with the exception of Bridge J17 (BIN 33884)) located thereon from the County Highway System and that ownership of said roadway be transferred to the Town of Hounsfield as hereinafter set forth, and

Whereas, The Jefferson County Highway Superintendent further recommends that Jefferson County assume ownership of a portion of Old Rome Road and including all drainage structures located thereon, which is located in the Town of Hounsfield, as hereinafter set forth.

Now, Therefore, Be it Resolved, That the Chairman of the Board and the Highway Superintendent be and hereby are authorized to execute an intergovernmental agreement with the Town of Hounsfield to transfer ownership of a portion of County Road 75 (and which road portion commences at the intersection with NYS Route 3 at mile marker 10.75, thence runs northwesterly and thence easterly to the intersection with NYS Route 3 at mile marker 14.36, for a total distance of 3.61 miles), and including all drainage structures (with the exception of Bridge J17 (BIN 33884)) located thereon, to the Town, and be it further

Resolved, That upon conveyance of the above described section of County Road 75 and all drainage structures (with the exception of Bridge J17 (BIN 33884)) located thereon, to the Town of Hounsfield, they shall be deleted from the Jefferson County Highway System Map, and be it further

Resolved, That said agreement also transfer ownership of a portion of the town road called Old Rome Road located in the Town of Hounsfield (and which road commences at the Town of Watertown corporation line at mile marker 0.00 near County Road 63, thence runs northerly to the intersection with NYS Route 12F at mile marker 3.94, for a total distance of 3.94 miles), and including all drainage structures located thereon, to the County, and be it further
Resolved, That upon conveyance of the above described portion of Old Rome Road and including all drainage structures located thereon, to the County, they shall be added to the Jefferson County Highway System Map, and be it further

Resolved, That the Chairman of the Board and County Attorney are hereby authorized to execute all necessary documents to effectuate the transfers of ownership as above described.

Seconded by Legislator: Robert D. Ferris

All members present voted aye.

Resolution No. 165

**Authorizing an Agreement with the Community Action Planning Council
to Promote Fair and Equal Housing**

By Legislator: Anthony J. Doldo

Whereas, Jefferson County is the grant recipient of U.S. Department of Housing and Urban Development funding from the Community Development Block Grant and HOME Programs, and said funds are committed to housing assistance programs for income eligible County residents, and

Whereas, To ensure compliance with funding requirements the County is obligated to promote and further fair and equal housing opportunities for residents of Jefferson County consistent with federal legislation and regulations, and

Whereas, To accomplish this objective the County has annually entered into a contract for the provision of fair housing services including acting as the County's fair housing office for public education, information and referral, and complaint assistance, and

Whereas, Funds for a fair housing contract are appropriated in the 2019 County Budget.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized to enter into an agreement, subject to the approval of the County Attorney, with the Community Action Planning Council (CAPC) in the amount of \$7,500 for promoting and furthering fair and equal housing opportunities in the County for the period October 1, 2019 through September 30, 2020.

Seconded by Legislator: Robert W. Cantwell, III

All members present voted aye.

Resolution No. 166

**Establishing Time and Place for a Public Hearing on the 2019 Inclusions of
Viable Agricultural Land in NYS Certified Agricultural Districts**

By Legislator: Anthony J. Doldo

Whereas, New York State Agriculture and Markets Law Article 25AA, Section 303-b requires that Counties 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, June 1 through 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 were referred to the Agricultural and Farmland Protection Board for review and recommendation, and

Whereas, The recommendation of the Agricultural and Farmland Protection Board concerning the inclusion proposals has been submitted to the Clerk of the Board.

Now, Therefore, Be It Resolved, That a Public Hearing be conducted by this Board of Legislators concerning the inclusion of viable agricultural land in certified Agricultural Districts before the Districts' established review periods. The public hearing will be held in the Jefferson County Planning Department 3rd Floor Conference Room at 175 Arsenal Street, Watertown, New York on Monday, September 23rd, 2019 at 6:00 p.m., and be it further

Resolved, That a notice of such public hearing shall be given in accordance with law.

Seconded by Legislator: Jeremiah J. Maxon

All members present voted aye.

Resolution No. 167

Authorizing New York State Department of Environmental Conservation Recycling Equipment Grant and Amending the 2019 County Budget in Relation Thereto

By Legislator: Patrick R. Jareo

Whereas, Jefferson County has been awarded a \$294,327.38 recycling equipment grant from New York State Department of Environmental Conservation (NYSDEC), and

Whereas, Said grant is to reimburse expenditures made from 2011 through 2015, for which years the books are closed, and

Whereas, Some of said grant funds are needed to provide for new equipment in the Recycling and Waste Management Department, and

Whereas, The 2019 County Budget must be amended to recognize the necessary revenue and

appropriate it to expenditure accounts, and

Whereas, The remaining funds will be applied to the annual payment from the Enterprise Fund to reimburse the General Fund, pursuant to Resolution 277 of 2016.

Now, Therefore Be It Resolved, That this Board of Legislators enter into an agreement with the NYSDEC to accept said grant and that the Chairman of the Board is hereby authorized and directed to execute said agreement on behalf of Jefferson County, subject to the review of the County Attorney, and be it further

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

Increase:

Revenue		
15910100 93912	State Aid - Recycling Grant	\$ 240,000
Expenditure		
15816000 02408	Tractor/Truck	\$ 140,000
15816000 02480	Trailer	100,000

Seconded by Legislator: Anthony J. Doldo

Roll Call Vote

Ayes: Nabywaniec, Johnson, Peck, Jareo, Ferris, Cantwell, Drake, Montigelli, Fitzpatrick, Reed, Gray

Absent: Doldo, McBride, Maxon, Adsit

Resolution passed.

Resolution No. 168

Amending the 2019 County Budget and Capital Plan to Recognize 2018 Revenue from Passenger Facility Charges at Watertown International Airport

By Legislator: Patrick R. Jareo

Whereas, Pursuant to Resolution 289 of 2016 the Board of Legislators authorized an application to the Federal Aviation Administration (FAA) for the Passenger Facility Charge (PFC) Program at the Watertown International Airport, and

Whereas, The FAA approved the application and PFC funds collected in 2017 were recognized

by Resolution 155 of 2018, and

Whereas, \$110,909.29 PFC were collected in 2018 and need to be appropriated for use in FAA-approved projects that enhance safety, security or capacity; reduce noise; or increase air carrier competition.

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

Increase:

Revenue			
01000000 30599	Appropriated Fund Balance		\$ 110,909.29
Transfers			
01995000 09006	Transfer to Capital Projects Fund		\$ 110,909.29
20900600 95031	Transfer from General Fund		110,902.29
Expenditure			
20698900 02071	PFC Projects		\$ 110,909.29

and be it further

Resolved, That the six year Capital Plan is amended accordingly

Seconded by Legislator: Robert W Cantwell, III

Roll Call Vote

Ayes: Cantwell, Jareo, Peck, Johnson, Nabywaniec, Drake, Fitzpatrick, Montigelli, Reed, Ferris, Gray

Absent: Doldo, Maxon, Adsit, McBride

Resolution passed.

Resolution No. 169

Authorizing Agreements with the New York State Department of Transportation, McFarland Johnson and Amending the 2019 County Capital Plan in Relation Thereto

By Legislator: Patrick R. Jareo

Whereas, Jefferson County has received a grant from New York State Department of Transportation for the acquisition of a deicing truck, in the amount of \$602,905 and

Whereas, Jefferson County has committed funds for the local share of project costs in the amount of \$66,320, and

Whereas, The County's airport consultant on this airport equipment project, McFarland Johnson, will assist in preparing bid documents, grant administration, equipment acceptance at a cost not to exceed \$15,000, and

Whereas, The 2019 County Budget and Capital Plan must be amended to establish said projects.

Now, Therefore, Be It Resolved, That Jefferson County enter into agreements with NYSDOT and McFarland Johnson for said project and that the Chairman of the Board is hereby authorized and directed to execute said agreements on behalf of the County, including any change orders as recommended by the Airport Manager, not to exceed the funding available, subject to review of the County Attorney as to form and content, and be it further

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

Increase:

Revenue

20900600 93589	Airport State Aid – DOT	\$ 536,585
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Expenditure

20561000 02086	Snow Removal Equipment	\$ 602,905
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Decrease:

20561000 02071	PFC Projects	\$ 66,320
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Seconded by Legislator: Robert D. Ferris

Roll Call Vote

Ayes: Nabywaniec, Drake, Peck, Reed, Fitzpatrick, Cantwell, Ferris, Montigelli, Johnson, Jareo, Gray

Absent: Adsit, McBride, Doldo, Maxon

Resolution passed.

Resolution No. 170

Authorizing Agreement with McFarland Johnson in Relation to the Watertown International Airport Supplemental Environmental Assessment for Runway Protection Zone Land and Amending the 2019 County Budget and Capital Plan in Relation Thereto

By Legislator: Anthony J. Doldo

Whereas, By Resolution 123 of 2019, the Jefferson County Board of Legislators authorized the settlement of litigation relative to eminent domain proceedings with Roscoe Eisenhower in regard to certain property adjacent to the County-owned Watertown International Airport, and

Whereas, Funding is anticipated from the Federal Aviation Administration (FAA) and the New York State Department of Transportation (NYSDOT) to cover the costs associated with the settlement, and

Whereas, It is necessary to conduct a Supplemental Environmental Assessment in accordance with the federal Environmental Protection Act, and

Whereas, The County's selected airport consultant on this project McFarland Johnson has prepared a scope and fee to complete the required Supplemental Environmental Assessment in the amount of \$39,754.

Now, Therefore Be it Resolved, That the Chairman of the Board of Legislators is hereby authorized and directed to enter into an agreement with McFarland Johnson, including any change orders as recommended by the Airport Manager and County Administrator not to exceed the funding available, subject to review of the County Attorney as to form and content, and be it further

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

Increase:

Revenue

20900600 94589	Federal Aid – FAA	\$ 37,766
20900600 93589	State Aid – DOT	994

Expenditure

20561000 020995	RPZ Land Acquisition	\$ 39,754
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Decrease:

Expenditure

20698900 02064	Property Improvements	\$ 994
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and be it further

Resolved, That the six year Capital Plan is amended accordingly.

Seconded by Legislator: Patrick R. Jareo

Roll Call Vote

Ayes: Reed, Fitzpatrick, Johnson, Jareo, Drake, Peck, Cantwell, Nabywaniec, Montigelli, Ferris, Gray

Absent: Adsit, Maxon, McBride, Doldo

Resolution passed.

Resolution No. 171

Authorizing Agreement and Amending the 2019 County Budget in Relation to the FY16 State Homeland Security Program Grant

By Legislator: Robert D. Ferris

Whereas, The New York State Division of Homeland Security and Emergency Services has awarded Jefferson County \$2,500 from the FY16 State Homeland Security Program (SHSP)(CFDA 97.067) through funding from the Division of Homeland Security and Emergency Services (DHSES), and

Whereas, The County must enter into an agreement with the New York State DHSES to receive these grant funds which will be used to enhance Safeguard NY program by conducting a red team exercise to test effectiveness of Operation Safeguard.

Now, Therefore Be It Resolved, That the County of Jefferson agrees to accept the \$2,500, and the Chairman of the Board of Legislators is hereby authorized and directed to execute said grant agreement on behalf of Jefferson County, subject to the review of the County Attorney as to form and content, and be it further

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

Increase:

Revenue		
01311000 943201	Federal Homeland Security - Sheriff	\$ 2,500.00
Expenditure		
01311400 01300	Overtime	\$ 2,000.00
01311400 08010	State Retirement	237.45
01311400 08030	Social Security	198.80
01311400 08040	Workers Compensation	63.75

Seconded by Legislator: Robert W. Cantwell, III

Legislator Jareo expressed concern about the Safeguard program. He said it is not as pervasive as other programs, but he has reservations about it and will be voting against it. Mr. Hagemann explained that it is an educational program for retail outlets that provides training to recognize when individuals are buying certain materials when put together could be used for bombs, drugs, etc. The program includes someone coming back to the store and purchasing questionable items

to see if the employee contacts police like they are supposed to. He said the General Store, owned by Legislator Doldo participated in the program in the last few years and scored very high.

Roll Call Vote

Ayes: Ferris, Drake, Peck, Nabywaniec, Cantwell, Johnson, Montigelli, Fitzpatrick, Reed, Gray

Nays: Jareo

Absent: McBride, Adsit, Maxon, Doldo

Resolution passed.

Resolution No. 172

**Establishing Time and Place for Public Hearing Related to the
2019 Community Development Block Grant (CDBG) Process**

By Legislator: Jeremiah J. Maxon

Whereas, Jefferson County is in the process of evaluating grant opportunities in anticipation of a 2019 Community Development Block Grant (CDBG) Program Round 2 administered by the NYS Office of Community Renewal, and

Whereas, The CDBG application process requires applicants to hold a public hearing to obtain the views of the general public on community development needs.

Now, Therefore, Be It Resolved, Pursuant to Section 104(A)(2) of the Federal Housing and Community Development Act, as amended, a CDBG public hearing shall be held on Tuesday, September 10, 2019 at 5:45 p.m. in the Board Chambers, Historic Courthouse, 195 Arsenal Street, Watertown, NY, and be it further

Resolved, Notice of such public hearing shall be given in accordance with law, and be it further

Resolved, The Chairman of the Board is hereby authorized to execute all necessary CDBG application documents, and the Department of Planning is hereby authorized as the County's agent to act in connection with the submission of any authorized application and to provide any supplemental information that may be required by the NYS Office of Community Renewal.

Seconded by Legislator: Robert W. Cantwell, III

All members present voted aye.

Resolution No. 173

**Authorizing Agreement with NYS Department of Education Approved Agency
for the Provision of Special Education Services for Preschool Children with Disabilities**

By Legislator: Carolyn D. Fitzpatrick

Whereas, New York State Education Law requires that municipalities enter into agreements with agencies approved by the NYS Commissioner of Education to offer special education services to preschool children with disabilities who are determined by the Board of Education of local school districts to require placement in such special education programs, and

Whereas, The New York State Commissioner of Education has approved a number of providers of services and has set rates for all special education program services, and

Whereas, In conjunction with the operation of the Special Education Services for Preschool Children with Disabilities program, it is necessary to enter into contracts with approved services providers at said established rates, and

Whereas, By Resolution No. 80 of 2019 Jefferson County authorized agreements with NYS Department of Education approved agencies, and an agreement for an additional agency needs to be authorized.

Now, Therefore, Be It Resolved, Pursuant to Section 4410 of the New York State Education Law, Jefferson County is hereby authorized to enter into agreement for the term September 4, 2019 through June 30, 2020, for the provision of special education services to children ages three through five with disabilities with the following New York State Education Department approved service provider:

<u>Provider</u>	<u>Service</u>
Watertown City School District	Evaluations

and be it further

Resolved, That the need for such special education services is to be determined by local School Boards of Education, at rates established by the NYS Commissioner of Education as certified by the Director of the Budget of the State of New York, and shall be in a form and contain such terms and conditions as may be acceptable to the NYS Commissioner of Education, and be it further

Resolved, That the Chairman of the Board of Legislators and the Director of Community Services are hereby authorized and directed to execute such agreement on behalf of Jefferson County, subject to approval by the County Attorney as to form and substance, and be it further

Resolved, That the Director of Community Services is hereby directed to send a letter notifying local School Boards of Education of the rates of each of the special education service providers and the percentage of local share of such cost.

Seconded by Legislator: Robert D. Ferris

All members present voted aye.

Resolution No. 174

**Authorizing Agreement for Provision of Related Services
in Connection with the Program for Preschool Children with Disabilities**

By Legislator: Robert D. Ferris

Whereas, The Program for Preschool Children with Disabilities provides a variety of related services to children aged three to five years with certain disabilities, such services to be provided in the least restrictive environment, be it home or agency based, and

Whereas, Chapter 243 of the Laws of 1989 requires that counties maintain a list of appropriately certified or licensed professionals to deliver related services to preschool children with disabilities and set a reasonable reimbursement rate for such services, subject to the approval of the New York State Education Department, and

Whereas, By Resolution No. 81 of 2019 Jefferson County authorized agreements with providers for the provision of related services and set rates, and an agreement for an additional provider needs to be authorized.

Now, Therefore, Be It Resolved, That, pursuant to Section 4410 of the Education Law, Jefferson County enter into an agreement with the following party for the provision of the indicated service(s). The term of said agreement shall be for the period September 4, 2019 through June 30, 2020 in accordance with the requirements of the State Education Law and regulations:

<u>Provider</u>	<u>Service</u>
Watertown City School District	Occupational Therapy

and be it further

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

Seconded by Legislator: Jeremiah J. Maxon

All members present voted aye.

Resolution No. 175

**Authorizing Agreement with Samaritan Medical Center for Participation with
Low Income Drug Discount Benefits Through Section 340B of the
Public Health Services Act**

By Legislator: Carolyn D. Fitzpatrick

Whereas, the United States Congress has authorized a discounted prescription drug benefit under the Public Health Services Act, Section 340B, for low income individuals who are not in receipt of Medicare or State Medicaid, and

Whereas, Public and private health care agencies may enroll in said program, however private health care providers must enter into an agreement with a governmental unit as a condition of eligibility for participation in the program, and

Whereas, Samaritan Medical Center has requested to enter into an agreement with Jefferson County for the purpose of establishing its eligibility for participating in the 340B program, and

Whereas, the Agreement requires no commitment on the part of the County other than to verify that the health care agency serves the target patient population.

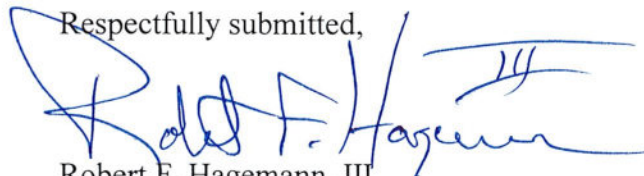
Now, Therefore, Be It Resolved, That the Chairman of the Board is hereby authorized and directed to execute an agreement with Samaritan Medical Center for a period through October 1, 2021 for the purposes set forth above, subject to the approval of the County Attorney as to form and content.

Seconded by Legislator: Robert D. Ferris

All members present voted aye.

There being no further business of the Board, on a motion by Legislator Ferris seconded by Legislator Fitzpatrick and unanimously carried, the meeting was adjourned at 6:25 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Robert F. Hagemann, III". The signature is written in a cursive style with a horizontal line above the name.

Robert F. Hagemann, III
Clerk of the Board