

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

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



November 25, 2020

**TO:** Members of General Services Committee  
**FROM:** Sarah H. Baldwin, Deputy County Administrator *SHB*  
**SUBJECT:** General Services Committee Agenda

Please let this correspondence serve as notification that the General Services Committee will meet on **Tuesday, December 1, 2020 at 6:00 p.m.** virtually. For members of the public who would like to view the meeting, as is our normal practice, it will be broadcast live through the **County's website at [co.jefferson.ny.us/Departments/Legislature/Legislative-Meeting-Broadcast](http://co.jefferson.ny.us/Departments/Legislature/Legislative-Meeting-Broadcast)**. A recording of the meeting can also be viewed after the fact on You Tube.

Following is a list of agenda items for the meeting:

**Presentation:**

James Lawrence, Highway Superintendent, Tipping Fees for Mattress Recycling and Brush/Tree Disposal.

**Resolutions:**

1. Amending the 2020 County Budget and Capital Plan in Relation to the Watertown International Airport Runway 7/25 and Intersection Rehabilitation Construction Project
2. Amending the 2020 County Budget and Capital Plan in Relation to the Watertown International Airport Aircraft Rescue Fire Fighting Facility Construction Project
3. Changing the Membership and Terms and Appointing Members to the Jefferson County Fire Advisory Board
4. Amending the 2020 County Budget and Capital Plan in Relation to Lake Ontario Flooding
5. Amending the 2020 County Budget to Recognize Insurance Recovery and Allocating Same in Highway Department Budget
6. Amending the 2020 County Budget and Capital Plan in Relation to a County Road Account
7. Authorizing Professional Services Agreement with VHB for the County's Online Map Viewer

8. Authorizing an Agreement with the Community Action Planning Council to Promote Fair and Equal Housing
9. Approving Reappointments to the Jefferson County Planning Board
10. Authorizing Agreements in Relation to Juvenile Secure Detention and the Supervision & Treatment Services for Juveniles Program (STSJP)
11. Authorizing an Agreement with Rubenzahl, Knudsen & Associates for the Provision of Psychological Testing, Evaluation and Recommendations for Treatment of JDs, PINS at Risk of Out of Home Placement, and Adult Sexual Offenders
12. Authorizing Agreements for The Governor's Traffic Safety Committee's Stop-DWI Crackdown Enforcement Grant and Amending the 2020 County Budget in Relation Thereto
14. Approving the 2021 Stop DWI Plan

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

RFH:tlr

cc:	Airport	Dog Control	Probation/Stop DWI
	Buildings & Grounds	Fire & Emerg. Mgmt./E-911	Public Defender
	Code Enforcement	Highway/Recycling & Waste Mgt.	Sheriff
	District Attorney	Planning	Weights & Measures

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

Amending the 2020 County Budget and Capital Plan in Relation to the Watertown International Airport Runway 7/25 and Intersection Rehabilitation Construction Project

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

Whereas, By Resolution 115 of 2020, this Board of Legislators authorized an agreement with the Federal Aviation Administration (FAA) for Runway 7-25 Rehabilitation Construction Project in the amount of \$8,421,766, and

Whereas, By the same Resolution, this Board authorized an agreement with Rifenburg Construction, Inc. for the same project in the amount of \$7,485,115, and

Whereas, Conditions experienced during construction have identified additional work effort by the contractor, and

Whereas, The following change orders are proposed by the County's airport consultant and recommended by the airport manager:

- Change Order 1: Remove MALSR Access Road (\$ 15,995.81)
- Change Order 2: Intersection Radius Subbase 36,697.28
- Change Order 3: Intersection Directional Drilling 133,207.65

Whereas, It is necessary to provide a Change Order for Rifenburg Construction, Inc., and to recognize additional federal revenue for this project, and

Whereas, The Coronavirus Aid, Relief, and Economic Security (CARES) Act by the United States Government has authorized the funding at 100%, with no State or Local Share.

Now, Therefore, Be It Resolved, that the 2020 County Budget is hereby amended as follows:

**Increase:**

Revenue		
20900600 94589	Federal Aid – Airport Capital Projects	\$ 153,909.12

Expenditure		
20561000 02091	Runway 7-25	\$ 153,909.12

and be it further

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

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

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

Amending the 2020 County Budget and Capital Plan in Relation to the Watertown  
International Airport Aircraft Rescue Fire Fighting Facility Construction Project

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

Whereas, By Resolution 147 of 2019, this Board of Legislators authorized an agreement with the Federal Aviation Administration (FAA) and New York State Department of Transportation (NYSDOT) for the Aircraft Rescue Fire Fighting (ARFF) Facility Construction Project in the amounts of \$5,330,450 and \$140,275 respectively, and

Whereas, By the same Resolution, this Board authorized an agreement with D.C. Building Systems, Inc. for the General Construction of said project in the amount of \$3,295,000, and

Whereas, By Resolutions 80 and 194 this Board has approved previous change orders totaling \$109,278.12 and the contract with D.C. Building Systems, Inc. for the General Construction was then \$3,404,278.12, and

Whereas, The following changes have been made to the contract:

- Change Order 3: Modified drainage swale to meet NYSDEC Standards requiring additional bedrock excavation: \$26,508.90
  
- Change Order 4: Over-excavation to extend foundations to sound bedrock: \$88,862.27

Whereas, It is necessary to provide Change Orders 3 and 4 for D.C. Building Systems, Inc. for the above mentioned work, and to recognize anticipated additional federal and state revenues for this project.

Now, Therefore, Be It Resolved, That the 2020 County Budget is hereby amended as follows:

**Increase:**

Revenue		
20900600 94589	Federal Aid – Airport Capital Project	\$ 109,602.61
20900600 93589	Airport -State Aid – DOT	2,884.28
Expenditure		
20561000 02079	Airport ARFF Building	\$ 115,371.17

**Decrease:**

Expenditure  
20561000 02064 Property Improvements \$ 2,884.28

and be it further

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

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

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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

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

Changing the Membership and Terms and Appointing Members  
to the Jefferson County Fire Advisory Board

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

Whereas, Pursuant to Section 225-a of the County Law and Resolution No. 57 of 1950, the County established the Jefferson County Fire Advisory Board, and

Whereas, Pursuant to Section 225-b of the County Law and Resolution No. 197 of 1995, the County established the Jefferson County Emergency Medical Services Board, and

Whereas, Pursuant to Resolutions No. 83 and 99 of 2006, the County changed the memberships of these boards to make them identical in order to act with one voice in advising the County on matters pertaining to either, or both services, and

Whereas, Due to the increasing demand and changes on each of the fire and EMS services, the combined Board recommends separating the current Fire and EMS Advisory Board back into two separate boards, and

Whereas, This Board of Legislators concurs with said recommendation.

Now, Therefore, Be It Resolved, That the membership of the Fire Advisory Board be 12 people to include five from the fire service, five from the general public, and two legislators, and be it further

Resolved, That the positions of all members be established as two year terms to run coterminous with terms of the legislator appointees, and be it further

Resolved, That all vacancies will be filled for the balance of the unexpired term during which vacancy occurs, and be it further

Resolved, That the following are appointed to the Fire Advisory Board for terms to expire on 12/31/2021, effective immediately:

<u>Appointee</u>	<u>Representing</u>
Anthony Doldo	Legislator
Philip Reed	Legislator
Robert Simpson	Fire Service
Steven Mott	Fire Service
Lawrence Girard	Fire Service
Joseph Wargo	Fire Service

Jason Omarra  
Barry Waite  
William Griffith  
Kathleen LaClair  
Gerald Kostyk  
Justin Taylor

Fire Service  
General Public  
General Public  
General Public  
General Public  
General Public

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

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

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

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

Amending the 2020 County Budget and Capital Plan in Relation to Lake Ontario Flooding

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

Whereas, Flooding of Lake Ontario in 2017 resulted in FEMA assessments of County Roads 6, 57, 59 and 125 requiring mitigation pursuant to Federal Disaster Declaration 4472 DRNY, 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 2020 Budget is amended as follows:

**Increase:**

Revenue		
20900600 94960	Federal Aid Emergency Disaster Assist	\$ 9,525.17
Expenditure		
20511300 02800	Lake Ontario Flood Mitigation	\$ 9,525.17

and be it further

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

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

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

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

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

Amending the 2020 County Budget to Recognize Insurance Recovery  
and Allocating Same in Highway Department Budget

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

Whereas, The Superintendent of Highways has requested recognition of insurance recovery to provide for bridge equipment, and

Whereas, The 2020 Budget must be amended to do so.

Now, Therefore, Be It Resolved, That the 2020 County Budget is amended as follows:

**Increase:**

Revenue		
05900300 92680	Insurance Recovery	\$ 5,650

**Transfers:**

05990100 09001	Contribution to Road Machinery Fund	\$ 5,650
10900400 95031	Interfund Transfers	5,650

Expenditure		
10513000 02700	Bridge Equipment	\$ 5,650

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

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

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

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

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

Amending the 2020 County Budget and Capital Plan in Relation to a County Road Account

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

Whereas, The Superintendent of Highways has identified a completed road 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 2020 County Budget is amended as follows:

**Decrease:**

Expenditure

20511200 02752	CR 196 Realignment	\$ 367,059.32
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Revenue

20900600 93591	State Aid Highway Capital	\$ 930,795.00
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**Increase:**

Fund Balance

20000000 30599	Appropriated Fund Balance	\$ 563,735.68
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and be it further

Resolved, That capital account 20511200 02752 is hereby closed, and be it further

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

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

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

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

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

Authorizing Professional Services Agreement with VHB for the County's Online Map Viewer

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

Whereas, Jefferson County has previously entered into and subsequently renewed a GIS mapping technical support and server hosting services agreement with VHB for the County's online Map Viewer, which displays parcel data and several other layers of geographic information, and

Whereas, With the expiration of the current agreement at the end of 2020, a new hosting agreement is necessary with VHB to maintain public internet access to the site, provide programming services to incorporate new data sets and data layer changes, and maintain all Map Viewer related hardware and software, and

Whereas, VHB will provide hosting services for \$5,400 for 2021, and

Whereas, The 2021 County Budget provides funding for the services.

Now, Therefore, Be It Resolved, That Jefferson County enter into a professional services agreement with VHB for the period of January 1, 2021 through December 31, 2021, and be it further

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

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

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

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

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

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

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

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 2020 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, 2020 through September 30, 2021.

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

Approving Reappointments to the Jefferson County Planning Board

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

Resolved, That pursuant to Section 239-c of the General Municipal Law, the following individuals are hereby reappointed to the Jefferson County Planning Board for terms to expire as indicated.

<u>Reappointments</u>	<u>Term</u>
Arthur Baderman	12/31/2022
David Prosser	12/31/2022
Deborah McAtee	12/31/2022
Randy Lake	12/31/2022
George Yarnall	12/31/2023
Lisa L'Huillier	12/31/2023
Dwight Greene	12/31/2023

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 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 \$138,610 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 2020 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 \$5,000, for the period October 1, 2020 through September 30, 2021, for the provision of STSJP services.

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 agreements with the Jefferson County Children's Home (\$133,610 for a term ending 9/30/21) and the Resolution Center of Jefferson County and Lewis Counties (\$5,000 for a term ending 9/30/21), and 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: \_\_\_\_\_

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

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

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

Authorizing an Agreement with Rubenzahl, Knudsen & Associates  
for the Provision of Psychological Testing, Evaluation and Recommendations for  
Treatment of JDs, PINS at Risk of Out of Home Placement, and Adult Sexual Offenders

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

Whereas, Juvenile Delinquents (JDs), Persons in Need of Supervision (PINS), and adult sexual offenders under the supervision of the Probation Department are often ordered by the Courts to undergo sexual offender evaluation and subsequent treatment, and

Whereas, Counseling services in many instances prevent the placement of JDs and PINS in residential treatment, and prevent adults from re-offending thereby saving Jefferson County a much greater cost.

Now, Therefore, Be It Resolved, That Jefferson County enter into an agreement with Rubenzahl, Knudsen & Associates for the provision of court ordered sexual offender psychological testing, evaluation and recommendations for treatment of Juvenile Delinquents, Persons in Need of Supervision, and adult offenders. The contract period shall commence on January 1, 2021 and terminate on December 31, 2021. Compensation shall not exceed the sum of \$80.00 per hour for sexual offender evaluation and individual counseling; \$47.50 per hour for group counseling; \$500 for requested juvenile evaluations and \$75.00 per hour when providing testimony in court relative to the services performed under the contract. Court ordered juvenile psychological evaluations will be billed at \$140 per hour for an average of eight hours, and be it further

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

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

Authorizing Agreements for The Governor's Traffic Safety Committee's Stop-DWI  
Crackdown Enforcement Grant and Amending the 2020 County Budget in Relation Thereto

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

Whereas, The New York State Stop-DWI Foundation has successfully coordinated and obtained Stop-DWI Crackdown Enforcement Grants for 44 counties throughout the state, and

Whereas, Jefferson County's grant is for \$17,000; to be shared with the Watertown City Police Department, the NYS Park Police, and

Whereas, Agreements must be authorized with the Governor's Traffic Safety Committee and the aforementioned agencies, and

Whereas, The 2020 County Budget must be amended to recognize said funding and allocate it to the appropriate accounts.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute agreements as necessary to obtain and distribute funding as described above, subject to the review of the County Attorney as to form and content, and be it further

Resolved, That the 2020 County Budget is amended as follows:

**Increase:**

Revenue:

01331500 94389	Federal Aid Criminal Justice	\$ 17,000
01311000 92614	Stop DWI Svcs Sheriff	4,000

Expenditure:

01311000 01300	Overtime	\$ 4,000
01331500 04414	Supporting Services	4,000
01331500 04428	Public Safety Svcs. - Other Govt	13,000

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



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

Approving the 2021 Stop DWI Plan

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

Whereas, This Board is in receipt of the Stop DWI Budget for County Fiscal Year 2021.

Now, Therefore, Be It Resolved, That the plan for the coordination of County, Town, City and Village efforts to reduce alcohol related traffic injuries and fatalities during 2021 be and is hereby adopted as the Jefferson County Stop DWI Plan for 2021, and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized to sign the Certification Page of the 2021 Stop-DWI Plan on behalf of Jefferson County, and be it further

Resolved, That, Upon approval of said Stop DWI Plan by the Commissioner of the New York State Department of Motor Vehicles, expenditure of Stop DWI funds in accordance with said Plan and the 2021 Jefferson County Budget is hereby authorized.

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.

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

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