

County of Jefferson
Office of the County Administrator



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

November 24, 2021

TO: Members of Finance & Rules Committee
FROM: Robert F. Hagemann, III, County Administrator
SUBJECT: Finance & Rules Committee Agenda *R.F.H.*

Please let this correspondence serve as notification that the Finance & Rules Committee will meet on *Tuesday, November 30, 2021, immediately following the conclusion of the Health & Human Services Committee meeting* in the Board of Legislators' Chambers.

Following is a list of agenda items for the meeting:

Finance & Rules Committee Sponsored Resolutions:

1. Levying 2022 Taxes and Assessments for Annual Town Budgets
2. Levying 2022 Consolidated Health District Taxes
3. Levying Returned Delinquent 2021 School Taxes
4. Levying Returned Delinquent 2021 Village Taxes
5. Directing the Completion of the Tax Rolls and the Execution and Delivery of Warrants
6. Authorizing Accounts Payable Year End Adjustments to 2021 County Budget
7. Calling for the Organizational Meeting of the 2022-2023 Board of Legislators
8. Levying Hudson River-Black River Regulating District Assessments
9. Amending the 2021 County Budget and Capital Plan in Relation to the American Rescue Plan Act

10. Amending the 2021 County Budget in Relation to State Retirement Costs
11. Authorizing Agreement Regarding Real Property Tax Foreclosure and Redevelopment of Several Parcels in the Town of Wilna Formerly Constituting the St. Regis Paper Mill
12. Approving Mortgage Tax Report
13. Revising Premium Equivalents for Jefferson County Government Employees Health Benefits Program
14. Amending Jefferson County Administrative Policies and Procedures for Management and Management Confidential Employees and Approving Management Compensation Plan for 2022
15. Authorizing Agreement for One-Stop Operator
16. Authorizing Use of Grant Funds and College Paving Account to Match State Aid in Relation to the Jefferson Community College Green Campus Entryway Project
17. Re-Appointing Members to Soil & Water Conservation District Board of Directors
18. Approving Appointment and Re-Appointment to the Thousand Islands Bridge Authority
19. Amending the 2021 County Budget and Capital Plan in Relation to Public Health Computer and Low Band Radio System
20. 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

General Services Committee Sponsored Resolutions:

1. Amending the 2021 County Budget to Recognize Reserve Funds in the District Attorney's Office
2. Amending the 2021 County Budget - Dispatch
3. Amending the 2021 County Budget in Relation to Recycling & Waste Management
4. Amending the 2021 County Budget in Relation to Sheriff - Corrections

Health & Human Services Committee Sponsored Resolutions:

1. Amending the 2021 County Budget Relative to Mental Health Programs and Authorizing

Amended Agreements in Relation Thereto

2. Amending the 2021 County Budget in Relation to Epidemiology and Laboratory Capacity Reopening Schools Grant Award
3. Amending the 2021 County Budget in Relation to COVID-19 Vaccine Response Grant Funding
4. Amending the 2021 County Budget in Relation to Epidemiology and Laboratory Capacity COVID-19 Local Health Department Funding

Informational Items:

1. Revenue and Expenditure Spreadsheet
2. Monthly Departmental Reports
County Clerk
Health Benefits Report

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

RFH;jdj

cc: Audit Human Resources Purchasing
 County Clerk Information Technology Real Property Tax Services
 Board of Elections Insurance County Treasurer
 Employ. & Training JCC County Attorney

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Levying 2021 Taxes and Assessments for Annual Town Budgets

By Legislator: _____

Whereas, There has been presented to this Board of Legislators a duly certified copy of the Annual Budget for the several towns of the County of Jefferson for the fiscal year beginning January 1, 2021.

Now, Therefore, Be It Resolved, That, there shall be and is hereby levied and assessed upon and collected from the taxable real property situated in the following named towns outside any incorporated village wholly or partially located therein, the amount set forth after each town for such purposes as specified in the budgets of the respective towns as follows:

Adams	\$103,338.00
Antwerp	0.00
Philadelphia	23,580.00

Further Resolved, That there shall be and hereby are assessed and levied upon and collected from the real property liable therefore within the respective fire, fire protection, water, sewer and electric light districts in the following towns as indicated below, the following amounts for the purposes of such districts as specified in the respective annual town budgets:

Adams

Adams Center Fire	179,989.00
Smithville Fire	54,994.18
Adams Fire Protection	45,900.00
Adams Center Light	11,560.00
North Adams Heights Light	1,200.00
Adams Sewer District #1	19,999.98
Adams Center Water	28,994.00
Adams Water Dist #2	21,843.84
Pro-Rated Taxes - County	1,254.89
Pro-Rated Taxes - Town	30.49
Unpaid Water	5,020.32

Alexandria

Redwood Fire	172,581.00
Plessis Fire	76,462.62
Alexandria Fire Protection	225,753.00
Otter St Light Dist	3,650.00
Otter St Water Dist	19,379.25
Rt 12 Water Dist	38,893.00

Redwood Water Dist	101,583.50
Unpaid Sewer	38,894.10
Unpaid Water	34,192.40
Unpaid Service	4,807.25
Antwerp	
Oxbow Light	0.00
Fire Protection	0.00
Brownville	
Brownville Fire District	361,585.00
Brownville Water District 1	82,501.50
Brownville Water District 2	108,891.00
Unpaid Water	917.25
Cape Vincent	
Cape Vincent Fire Dist	153,300.00
Rosiere Light	400.00
Unpaid Water	5,946.96
Champion	
Great Bend Fire District	150,069.00
Champion Fire Protection Dist 1	67,361.00
Champion Fire Protection Dist 2	37,773.00
Great Bend Light	6,000.00
Champion Sewer District 1	64,889.50
Champion Sewer District 2	53,000.00
Unpaid Sewer	3,334.02
Unpaid Water	6,931.99
Pro-Rated Taxes - County	2,609.17
Pro-Rated Taxes - Town	731.31
Clayton	
Clayton Ambulance	171,000.00
Clayton Fire District	503,705.00
Heritage Heights Sewer	49,546.75
Reed Point Sewer	5,185.00
Route 12 Sewer	164,158.25
Depauville Sewer	42,840.00
Ellisburg	
Ellisburg Fire Protection	175,514.00
Belleville Light	4,500.00
Pierrepoint Manor Light	3,000.00
Woodville Light	1,200.00

Ellisburg Water District 1	49,640.00
Ellisburg Water District 2	86,775.00
Omitted Taxes - County	2,296.51

Henderson

Smithville Fire District	76,633.82
Henderson Fire	338,632.00
Henderson Light	6,500.00
Unpaid Water	18,757.44

Hounsfield

Hounsfield Fire Protection	81,350.00
Hounsfield Water Dist 2	105,357.00
Hounsfield Water Dist 3	54,432.00
Hounsfield Water Dist 4	29,664.00
Hounsfield Water Dist 5	74,250.00
Hounsfield Water Dist 7	16,672.50
Unpaid Water	40,460.18

LeRay

Leray Drainage District	1,000.00
Calcium Fire	264,424.00
Evans Mills Fire	245,000.00
Calcium FD Com Zone	90,000.00
Black River Fire Protection	88,645.34
Leray/Pamelia Fire Protection	12,218.68
Leray Fire Protection	18,926.98
Light District No. 1	1,299.00
Light District No. 2	6,799.00
Light District No. 3	4,399.00
Leray Sewer Dist. 3	142,043.50
Leray Sewer Dist. 4	82,637.50
Leray Water 2	235,845.50
Leray Water 4	185,207.00
Unpaid Sewer	6,760.71
Unpaid Water	7,309.37
Pro-Rated Taxes - County	4,317.25

Lorraine

Fire Protection	0.00
Lorraine Light	0.00

Lyme

Fire Protection	157,000.00
Three Mile Bay Light	5,700.55
Unpaid Water	13,693.09

Orleans

Highway Item No. 1	0.00
Orleans Fire District	0.00
LaFargeville Light	0.00
Fishers Landing Light	0.00
Omar Light	0.00
Fineview Light No. 1	0.00
Fineview Light No. 2	0.00
Unpaid Sewer	72,310.76
Unpaid Water	48,940.04

Pamelia

Pamelia Sewer Dist. 2	34,896.75
Pamelia Sewer Dist. 3	50,952.00
Pamelia Sewer Dist. 4	11,802.00
Pamelia Sewer Dist. 5	8,149.00
Pamelia Sewer Dist. 8	25,143.00
Consolidated WD 1	516,620.00
Unpaid Sewer	2,579.97
Unpaid Water	5,873.11
Unpaid Service	6,283.53
Omitted Taxes - County	704.00
Pro-Rates Taxes - County	2,605.20

Philadelphia

Philadelphia Joint Ambulance	28,000.00
Philadelphia Fire Protection	57,000.00
Unpaid Water	934.48

Rodman

Rodman Fire District	36,378.00
Rodman Light	4,632.00
Rodman Water	9,656.00
Unpaid Water	1,185.03

Rutland

Fire District	267,564.00
Felts Mills Light	3,500.00
Tylerville Light	1,500.00
Rutland Sewer 1	178,162.50
Unpaid Sewer	43,696.20
Unpaid Water	59,425.46
Pro-Rated Taxes - County	1,852.09
Pro-Rated Taxes - Town	328.89

Theresa

Fire District	157,660.00
---------------	------------

Watertown

Watertown Fire District	0.00
Watertown Sewer No. 1	20,145.99
Watertown Sewer No. 2	116,810.04
Watertown Sewer No. 3	93,728.98
Watertown Sewer No. 4	143,081.05
Watertown Water No. 1	134,367.17
Watertown Water No. 3	21,628.02
Watertown Water No. 4	114,007.01
Watertown Water No. 6	12,467.00
Unpaid Sewer	760.59
Unpaid Water	148.98
Pro-Rated Taxes - County	1,538.48

Wilna

Natural Bridge Fire Protection	43,198.00
Carthage/Wilna Fire Protection	646,496.00
Wilna Fire Protection 2	25,000.00
Natural Bridge Light	18,000.00
Herrings Light	12,000.00
Natural Bridge Dist 2	26,865.00
Unpaid Water	33,674.00

Worth

Fire Protection	9,000.00
-----------------	----------

Further Resolved, The amounts to be raised by tax for all other purposes as specified in the said several budgets as presented to this Board and which are on file in the Office of the Clerk thereof, shall be assessed and levied and collected from the taxable property in the towns as enumerated below except as otherwise provided by law, namely:

Schedule

Adams	552,953.00
Alexandria	542,814.00
Antwerp	0.00
Brownville	460,000.00
Cape Vincent	405,147.00
Champion	1,024,822.00
Clayton	1,061,851.75
Ellisburg	640,237.00
Henderson	318,909.00
Hounsfield	657,648.00
LeRay	735,255.00

Lorraine	0.00
Lyme	322,124.00
Orleans	0.00
Pamelia	0.00
Philadelphia	534,413.00
Rodman	120,945.00
Rutland	515,233.00
Theresa	455,080.00
Watertown	0.00
Wilna	851,840.00
Worth	179,221.00

Further Resolved, That such taxes and assessments when collected shall be paid to the Supervisors of the several towns in the amounts as shown by this Resolution for distribution by them in the manner as provided by law.

Seconded by Legislator: _____

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

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

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

 Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Levying 2022 Consolidated Health District Taxes

By Legislator: _____

Resolved, That, pursuant to Section 399 of the Public Health Law, there shall be and hereby is assessed and levied upon and collected from the taxable real property of the several consolidated health districts located in the below listed towns the amount set forth opposite each town as follows:

Antwerp	\$	0.00
Cape Vincent		500.00
Champion		9,699.73
LeRay		600.00
Lyme		2,150.00
Theresa		500.00
Wilna		15,280.27

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. _____

Levying Returned Delinquent 2021 School Taxes

By Legislator: _____

Whereas, The Boards of Education of the several school districts in Jefferson County have transmitted to the Jefferson County Treasurer a duly verified and certified statement of the several amounts of returned delinquent 2021 School Taxes.

Now, Therefore, Be It Resolved, That, pursuant to Section 1330 of the Real Property Tax Law, there shall be and hereby is assessed and levied upon and collected from the Real Property of the several Towns as hereinafter listed, upon which the same were originally imposed, the amounts of said returned delinquent 2021 School Taxes, as certified, together with seven percentum thereon in addition, as follows:

Adams	\$	Lorraine	\$
Alexandria	Lyme	
Antwerp	Orleans	
Brownville	Pamelia	
Cape Vincent	Philadelphia	
Champion	Rodman	
Clayton	Rutland	
Ellisburg	Theresa	
Henderson	Watertown	
Hounsfield	Wilna	
LeRay	Worth	

Seconded by Legislator: _____

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

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

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

 Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Levying Returned Delinquent 2021 Village Taxes

By Legislator: _____

Whereas, The Boards of Trustees of the several villages of Jefferson County have transmitted to the Jefferson County Treasurer a duly verified and certified statement of the several amounts of returned delinquent 2021 Village Taxes.

Now, Therefore, Be It Resolved, That, pursuant to Jefferson County Local Law No. 1 of the Year 1978 and Section 1442 of the Real Property Tax Law, there shall be and hereby is assessed and levied upon and collected from the Real Property of the several villages located in the Towns as hereinafter listed, upon which the same were originally imposed, the amounts of said returned delinquent 2021 Village Taxes, as certified, together with seven percentum thereon in addition, as follows:

Adams	\$	Lorraine	\$
Alexandria		Lyme	
Antwerp		Orleans	
Brownville		Pamelia	
Cape Vincent.....		Philadelphia	
Champion		Rodman	
Clayton		Rutland	
Ellisburg		Theresa	
Henderson		Watertown	
Hounsfield		Wilna	
Leray		Worth	

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. _____

Directing the Completion of the Tax Rolls and
the Execution and Delivery of Warrants

By Legislator: _____

Resolved, That, pursuant to Section 900 of the Real Property Tax Law, taxes for the County for fiscal year 2022 be and are hereby levied, and the amount of tax to be paid shall be entered on each assessment roll opposite the assessment of each parcel, and be it further

Resolved, That, pursuant to Section 904 of the Real Property Tax Law, a tax warrant bearing the seal of this Board and signed by the Chairman and Clerk of this Board shall be annexed to each assessment roll, and the completed tax roll shall be delivered to the respective collecting officers prior to December 31, 2021.

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 Accounts Payable Year End Adjustments to 2021 County Budget

By Legislator: _____

Whereas, Provisions of the Federal Single Audit Act and regulations of the State Comptroller require Jefferson County to utilize modified accrual as the basis for governmental fund accounting, and

Whereas, Modified accrual accounting principles require that the County accrue accounts payable so that expenditures are generally reflected in the period for which the goods or services are received, and

Whereas, Application of this principle may result in the over expenditure of certain individual line item applications, particularly in areas where spending is mandated by State or Federal requirements.

Now, Therefore, Be It Resolved, That the Board of Legislators herewith authorizes the County Treasurer to make adjusting entries to provide sufficient appropriations to avoid individual line item deficits upon the accrual of year end accounts payable, provided that such entries do not result in an increase in total appropriations approved by the Board of Legislators for 2021, and be it further

Resolved, That said adjusting entries shall be subject to approval by the Chairman of the Board and the County Administrator, who shall, upon completion of the year end closing, report same to the Finance & Rules Committee and Board of Legislators.

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. _____

Calling for Organizational Meeting of the 2022-2023 Jefferson County Board of Legislators

By Legislator: _____

Resolved, Pursuant to Section 151, Subdivision 1 of County Law, the organizational meeting of the Board of Legislators for 2022-2023 shall be held at 6:00 p.m. on January 4, 2022 in the Board of Legislators' Chambers, 195 Arsenal Street, Watertown, NY.

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. _____

Levying Hudson River-Black River Regulating District Assessments

By Legislator: _____

Whereas, The Board of the Hudson River-Black River Regulating District, pursuant to provisions of the Environmental Conservation Law, has filed a certified statement with the Clerk of the County of Jefferson showing the name of each public corporation or a brief description of each parcel of real estate and the name of the owner, or owners, so far as can be ascertained, and the proportionate amount of the cost of storage reservoirs and the expense of maintenance and operation of such reservoirs to be borne by each parcel of real estate during the year ending June 30, 2022, and

Whereas, Pursuant to Subdivision Six of Section 15-2123 of the Environmental Conservation Law, signed into law on August 8, 1983 "...All moneys required to be collected and not paid directly to the River Regulating District by the thirty-first day of October of the year in which the assessment is levied shall be payable to the County Treasurer as provided under subdivision four of this Section and shall be subject to a service fee of one percent of the total amount assessed which shall be added to the amount to be collected and which shall be in addition to any penalties which may be imposed in the case of failure to pay general taxes within the time prescribed by law, and when collected, such penalties shall be deemed part of the assessment...".

Now, Therefore, Be It Resolved, That, in accordance with the certified statements of annual assessment received from the Regulating District dated October 31, 2021, the sum set after the description of each parcel of real estate in the following list is hereby levied and assessed against said parcel of real estate to wit:

Parcel No. 31	Town of Wilna	
Tax Map Parcel #	Ampersand Tannery Island	\$6,631.00
86.40-2-38.1	1% Fee	66.31
	Total	\$6,697.31

and be it further

Resolved, That the collector of taxes and assessments in each Town or City in which any such parcel of real estate is situated be and is hereby directed and commanded to collect said sum set forth after the description of each such parcel of real estate in the forgoing list, or in case the property is situated in more than one Town, to collect the sum set forth after the name of each Town following said description, in the same manner and by the same procedure as general taxes are collected and to pay the same to the County Treasurer of Jefferson County, and be it further

Resolved, That the Clerk of the Board of Legislators be and is hereby directed to furnish a certified copy of this resolution to the Hudson River-Black River Regulating District.

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 2021 County Budget and Capital Plan in Relation to
the American Rescue Plan Act

By Legislator: _____

Whereas, By Resolution 243; this Board of Legislators accepted American Rescue Plan Act (ARPA) funding to provide resources to respond to COVID-19 and address its economic fallout, and

Whereas, This Board desires to allocate funding at this time to replace lost County revenue to strengthen County services and address infrastructure needs.

Now, Therefore, Be It Resolved, that 2021 County Budget is hereby amended as follows:

Increase:

Transfers:

2199500 09006	Transfer to Capital Projects Fund	\$3,850,000
20900600 95031	Interfund Transfers	3,850,000

Expenditure

20168000 02012	Computer Mainframe	\$ 800,000
20302000 02031	E911 Dispatch	500,000
20351000 02044	Dog Control	50,000
20501000 02052	Highway Office Complex	500,000
20511200 02759	CR 46	950,000
20511200 02760	CR 47	1,050,000

Decrease:

Expenditure

21104500 04977	General Government Services	\$3,850,000
----------------	-----------------------------	-------------

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 2021 County Budget in Relation to State Retirement Costs

By Legislator: _____

Whereas, State Retirements costs are allocated across departmental budgets with the result that some account lines are insufficient, and

Whereas, Funding is available in other benefit account lines.

Now, Therefore, Be It Resolved, That the 2021 County Budget is hereby amended as follows:

Increase:

01104000	08010	State Retirement	\$9,043.91
01117100	08010	State Retirement	3,865.00
01134500	08010	State Retirement	1,749.80
01167000	08010	State Retirement	856.97
01135600	08010	State Retirement	3,272.44
01142000	08010	State Retirement	2,100.41
01142200	08010	State Retirement	2,470.07
01143000	08010	State Retirement	895.71
01143600	08010	State Retirement	4,405.37
01162200	08010	State Retirement	8,320.91
01168000	08010	State Retirement	3,655.72
01311000	08010	State Retirement	105,269.68
01315000	08010	State Retirement	52,493.27
01314000	08010	State Retirement	11,490.04
01341000	08010	State Retirement	3,361.37
01118500	08010	State Retirement	3,765.70
01401000	08010	State Retirement	1,974.40
01405800	08010	State Retirement	1,284.11
01431200	08010	State Retirement	1,109.44
01651000	08010	State Retirement	448.03
05331000	08010	State Retirement	374.45
05501000	08010	State Retirement	10,278.89
35171000	08010	State Retirement	13,319.85

Decrease:

01101000	08010	State Retirement	\$21,531.35
01116500	08010	State Retirement	58,414.00
01117000	08010	State Retirement	62,178.00
01132500	08010	State Retirement	10,074.00
01135700	08010	State Retirement	6,577.00
01145000	08010	State Retirement	19,639.00
01162000	08010	State Retirement	15,327.00
01162100	08010	State Retirement	3,765.00
01311200	08010	State Retirement	6,103.00
01362000	08010	State Retirement	13,222.00
01405000	08010	State Retirement	5,002.00
05511000	08010	State Retirement	10,653.34
35171000	08020	Health Benefits	13,319.85

Seconded by Legislator: _____

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

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

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

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing Agreement Regarding Real Property Tax Foreclosure and Redevelopment
of Several Parcels in the Town of Wilna Formerly Constituting the St. Regis Paper Mill.

By Legislator: _____

Whereas, Real property located in the Village of Deferiet and Town of Wilna identified as Tax Map Parcel Numbers 66.20-1-36, 66.82-1-29, 66.82-1-67, 76.27-1-3, and 76.27-1-3.-401 are delinquent in the payment of real property taxes and subject to in *rem tax* foreclosure proceedings, and

Whereas, Said property is currently titled to Deferiet Development, LLC and consists of industrial structures formerly used as a paper mill and a sewage water treatment plant, and

Whereas, The structures formerly constituting the paper mill have been abandoned, are derelict, and determined by code enforcement officials to be unsafe for entry, and

Whereas, The current owner, Deferiet Development, LLC, has failed to remedy the building code violations, demolish the dangerous structures, or pay real property taxes during the 15 years of its ownership, and

Whereas, The New York State Energy Research and Development Authority (hereinafter "NYSERDA") has solicited nominations for potential "Build-Ready Sites" for renewable energy facilities emphasizing the re-use or adaptation of sites with existing or abandoned commercial or industrial facilities, and

Whereas, The Deferiet parcels have been nominated for the "Build-Ready Site" program and NYSERDA agree the site is worthy of further investigation and assessment, and

Whereas, The Jefferson County Industrial Development Agency, (hereinafter "IDA") is an interested party insofar as potential plans involve title to the property being conveyed to the IDA or one of its entities for purpose of leasing the parcel to future renewable energy developers, and

Whereas, In order to facilitate continued planning, investigation and eventual redevelopment of the site, the parties agree that a memorandum of understanding is appropriate to further cooperation and establish party responsibilities.

Now, Therefore, Be It Resolved, That the Chairman of the Board is hereby authorized and directed to execute a memorandum of understanding with NYSERDA and Jefferson County IDA, upon the terms set forth below, subject to the approval of the County Attorney as to form and content, and it is further

1. The memorandum of understanding shall provide that prior to commencing an in

rem tax foreclosure by Jefferson County there shall be conducted a Phase I Environmental Assessment and for those areas indicated in the Phase I report, a Phase II Assessment shall take place including sampling/testing, etc.

2. The cost of the Phase I Assessment shall be the responsibility of NYSERDA. The cost of Phase II shall be divided between the parties with Jefferson County being responsible for 25%, IDA 50%, and NYSERDA 25%. Jefferson County's share shall not exceed \$25,000 and the IDA shall not exceed \$50,000. Any excess shall be the responsibility of NYSERDA.
3. NYSERDA will conduct a feasibility analysis and provide a final determination to Jefferson County and IDA as to redevelopment of the site for renewable energy purposes prior to commencement by the County of tax foreclosure.
4. Upon a determination by NYSERDA that the site is project feasible and by Jefferson County and IDA that the environmental liability for each entity is known, that regulatory agencies have provided the maximum assurance of comfort, and a remedial plan is in effect for demolition and remediation of any contamination issues (pending foreclosure) Jefferson County will enter into a lease option with NYSERDA for the property during which NYSERDA will act as Lead Agency under the State Environmental Quality Review Act (hereinafter "SEQRA") for construction of a renewable energy facility.
5. Upon completion of SEQRA, it is contemplated Jefferson County will pass title of the property to the IDA or its designated entity and NYSERDA will auction the development rights to the property to the highest bidder.

Resolved, That the Chairman of the Board is further authorized and directed to execute an agreement with the NYS Department of Environmental Conservation, NYS Environmental Protection and Spill Compensation Fund, and/or US Environmental Protection Agency regarding liability protection issues for the County and IDA, provided said agreement does not require consideration paid by the County, subject to the approval of the County Attorney as to form and content.

Seconded by Legislator: _____

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

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

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

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Approving Mortgage Tax Report

By Legislator: _____

Whereas, This Board is in receipt of the semi-annual Mortgage Tax Report showing the amount to be credited to each tax district in the County of the money collected during the preceding six months ended September 30, 2021.

Now, Therefore, Be It Resolved, That, pursuant to Section 261 of the Tax Law, this Board issue Tax Warrants for the payment to the respective tax districts of the amounts so credited and authorize and direct the County Treasurer to make payment of said amounts to the respective districts in accordance with the report.

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

NEW YORK STATE MORTGAGE TAX SEMIANNUAL REPORT



COUNTY OF Jefferson


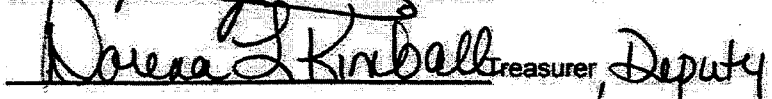
FOR THE PERIOD OF April 2021

THROUGH September 2021

CASH STATEMENT FOR TAXES COLLECTED PURSUANT TO ARTICLE 11

TAX RATE 0.9260335820

Months	BASIC TAX DISTRIBUTED					TREASURER			ALL OTHER TAXES DISTRIBUTED			
	1 Basic Tax Collected	2 Interest Received by Recording Officer	3 Recording Officer's Expense	4 Refunds or Adjustments	5 Amount Paid Treasurer (Col 1 + Col 2 - Col 3 - Col 4)	6 Interest Received by Treasurer	7 Treasurers Expense	8 Tax Districts Share (Col 5 + Col 6 - Col 7)	9 Local Tax	10 Additional Tax CNY	11 Special Assistance Fund	12 Special Additional Tax SONYMA
Oct												
Nov												
Dec												
Jan												
Feb												
Mar												
Apr	238,539.00	0.27	20,732.02	0.00	217,807.25	0.00		217,807.25	0.00	0.00		87,734.08
May	256,206.93	0.43	21,000.03	0.00	235,207.33	0.00		235,207.33	0.00	0.00		90,532.09
Jun	272,363.27	0.30	20,813.08	0.00	251,550.49	0.00		251,550.49	0.00	0.00		99,951.77
Jul	319,610.91	0.72	20,955.38	0.00	298,656.25	0.00		298,656.25	0.00	0.00		115,834.97
Aug	313,052.00	0.40	20,297.51	0.00	292,754.89	0.00		292,754.89	0.00	0.00		126,714.84
Sep	288,667.50	1.04	21,092.97	0.00	267,575.57	0.00		267,575.57	0.00	0.00		101,357.91
Totals	1,688,439.61	3.16	124,890.99	0.00	1,563,551.78	0.00		1,563,551.78	0.00	0.00		622,125.66


 Recording Officer

 Treasurer, Deputy

Distribution Statement

(Columns 1 through 5) The "taxes collected" shown in column 2 were produced by mortgages covering real property in the respective tax districts. Additions and deductions to make adjustments and correct errors are recorded in column 3 and 4, respectively. Authority for these additions and deductions is given by the orders of the Taxation Department noted on the bottom of this part.

PART II

Credit Statement

(Column 6) This column is the net amount due to each tax district for which the Board of Supervisors shall issue its warrant or warrants.

MUNICIPALITY	2 Taxes Collected	3 *Additions	4 *Deductions	5 Taxes Adj Corr	6 Amount Due Tax District
ADAMS	66,662.50	0.00	0.00	66,662.50	61,731.71
ALEXANDRIA	94,396.10	0.00	0.00	94,396.10	87,413.96
ANTWERP	18,319.27	0.00	0.00	18,319.27	16,964.26
BROWNVILLE	99,041.50	0.00	0.00	99,041.50	91,715.76
CAPE VINCENT	47,836.00	0.00	0.00	47,836.00	44,297.74
CHAMPION	84,902.41	0.00	0.00	84,902.41	78,622.48
CLAYTON	119,362.65	0.00	0.00	119,362.65	110,533.82
ELLISBURG	45,968.00	0.00	0.00	45,968.00	42,567.91
HENDERSON	36,920.00	0.00	0.00	36,920.00	34,189.16
HOUNSFIELD	115,028.50	0.00	0.00	115,028.50	106,520.25
LERAY	125,819.91	0.00	0.00	125,819.91	116,513.46
LORRAINE	9,343.00	0.00	0.00	9,343.00	8,651.93
LYME	55,027.00	0.00	0.00	55,027.00	50,956.85
ORLEANS	49,600.64	0.00	0.00	49,600.64	45,931.86
PAMELIA	89,276.56	0.00	0.00	89,276.56	82,673.09
PHILADELPHIA	18,317.85	0.00	0.00	18,317.85	16,962.94
RODMAN	17,206.00	0.00	0.00	17,206.00	15,933.33
RUTLAND	69,533.00	0.00	0.00	69,533.00	64,389.89
THERESA	43,051.42	0.00	0.00	43,051.42	39,867.06
WATERTOWN-CITY OF	286,796.50	0.00	0.00	286,796.50	265,583.19
WATERTOWN-TOWN OF	122,302.52	0.00	0.00	122,302.52	113,256.24
WILNA	72,534.28	0.00	0.00	72,534.28	67,169.18
WORTH	1,194.00	0.00	0.00	1,194.00	1,105.71
Total Tax Districts 23	1,688,439.61	0.00	0.00	1,688,439.61	1,563,551.78

*See refund, adjustment and special adjustment orders of Commissioner of Taxation and Finance, case numbers



**Department of
Taxation and Finance**

October 7, 2021

Gizelle J. Meeks
Jefferson County Clerk
175 Arsenal Street
Watertown, NY 13601

Re: Semi-Annual Report for the period April 1, 2021 through September 30, 2021.

Dear Ms. Meeks,

Your joint Semi-Annual Report, NY Form AU-202, which we received on October 6, 2021 is approved. The net amount of \$1,563,551.78 due to the respective tax districts is recognized. The report may be submitted to your County Legislative Body for their action, pursuant to Section 261 of the Tax Law.

Sincerely yours,

Joseph Mayer

Joseph Mayer
Excise Tax Technician 2
Telephone: (518) 862-6074

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Revising Premium Equivalents for Jefferson County
Government Employees Health Benefits Program

By Legislator: _____

Whereas, Coincidental with the commencement of the Jefferson County Government Employees Health Benefits Program, the Jefferson County Board of Supervisors, by Resolution No. 97 of 1988, established premium equivalents to be charged to those individuals or County agencies responsible for funding the cost of their participation in the County's self funded health benefits program, and

Whereas, The County's suggested premium equivalents are based upon projected claims paid during the period January 1, 2022 through December 31, 2022, which have been added to the administrative cost-based premium equivalents.

Now, Therefore, Be It Resolved, That effective January 1, 2022, the monthly premium equivalents to be charged to those retirees or County agencies responsible for funding the cost of their participation in the Jefferson County Government Employees Health Benefits Program shall be \$1,037.21 for individual coverage and \$2,384.64 for family coverage, with the additional categories of \$722.23 for an individual with Medicare coverage and \$1,212.13 for a family with Medicare coverage, and be it further

Resolved, That the Director of Insurance is hereby directed to notify the affected parties of this revision.

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 Jefferson County Administrative Policies and Procedures for Management
and Management Confidential Employees and Approving Management
Compensation Plan for 2022

By Legislator: _____

Whereas, As part of the Administrative Policies and Procedures Section 3.02 governing Management and Management Confidential employees adopted by Resolution No. 18 of 1989, as amended, the Jefferson County Board of Supervisors approved a compensation plan which provides for compensation to be paid in accordance with a schedule of grades and steps, and

Whereas, The adopted 2022 County Budget provides funding for compensation increases for management and management confidential employees effective January 1, 2022, and

Whereas, The Board of Legislators wishes to amend the compensation plan to provide for an adjustment of 3.0% to the general management schedule; management/confidential schedule; part-time security personnel rates; to adjust increments in accordance with the attached schedule, and

Whereas, The Administrative Policy Section 3.02 Management Policies and Employment Policy Manual is in need of further amendment to reflect various changes to the terms and conditions of employment.

Now, Therefore Be It Resolved, That the attached schedules are hereby adopted as the Management and Management Confidential Compensation Plan for Jefferson County effective January 1, 2022, and be it further

Resolved, That Administrative Policy Section 3.02 and the associated Manual is hereby amended as per the attached and by reference incorporated herein effective December 8, 2021, and be it further

Resolved, That the previously approved and promulgated (by Resolution 18 of 1989, as amended) Administrative Policy Section 3.02, Management Policies, is hereby rescinded.

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

2022 ADMINISTRATIVE SCHEDULE								
GRADE	LEVEL A	LEVEL B	LEVEL C	LEVEL D	RATE	MAXIMUM		
I	99393	102358	105318	108278	111238	129640		
II	90820	93528	96231	98936	101638	116790		
III	83025	85495	87964	90436	92908	104778		
IV	75944	78201	80454	82712	84968	98515		
IVPH/ATTY	86690	89283	91838	94431	96989	112474		
V	71900	73959	76032	78165	80294	87873		
VPH/ATTY	81965	84314	86677	89107	91535	100176		
VI	66242	68132	70021	71912	73803	80555		
VIPH/ATTY	75609	77751	79918	82091	84229	91970		
VII	61193	62928	64666	66405	68142	73672		
VIII	56646	58251	59853	61454	63058	67991		
IX	52523	54002	55477	56955	58433	62834		
X	48777	50141	51506	52872	54239	58153		
XI	45361	46623	47887	49147	50409	53889		
XII	41731	42893	44055	45215	46377	49578		
2022 MANAGEMENT CONFIDENTIAL								
SALARY SCHEDULE								
GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	
MC1	42242	43735	45555	47265	49158	51069	53089	
	23.21	24.03	25.03	25.97	27.01	28.06	29.17	
MC2	37437	38602	39949	41314	42843	44499	46101	
	20.57	21.21	21.95	22.70	23.54	24.45	25.33	
MC3	35708	36819	37929	39185	40422	41769	43371	
	19.62	20.23	20.84	21.53	22.21	22.95	23.83	
MC4	34034	35017	36072	37128	38256	39385	40877	
	18.70	19.24	19.82	20.40	21.02	21.64	22.46	
40 HR WRK WK	38896	40019	41226	42432	43722	45011	46717	
MC5	32487	33361	34343	35290	36254	37383	38457	
	17.85	18.33	18.87	19.39	19.92	20.54	21.13	
40 HR WRK WK	37128	38126	39250	40331	41434	42723	43950	



COUNTY OF JEFFERSON

EMPLOYMENT POLICY MANUAL

for

**DEPARTMENT HEADS
MANAGEMENT EMPLOYEES
MANAGEMENT/CONFIDENTIAL EMPLOYEES**



INDEX

Purpose.....1
Guidelines2

I. Appointments3
Part-Time Appointments and Benefits.....3
Probationary Period3
Promotions3
Secondary Employment4

II. Compensation4
Annual Salary.....4
Longevity4
Health Insurance 4-5
Retirement/Social Security6
Life/Disability Insurance6
Worker’s Compensation6
Dental Insurance6
Defense and Indemnification6
Deferred Compensation Plan 6-7
Tuition Reimbursement7
Flexible Spending Plans.....7
Travel7

III. Attendance and Leave Benefits7
Office Hours.....7
Base Work Day/Work Week 7-8
Emergency Management Responsibilities.....8
Holidays8
Annual Leave 8-9
Sick Leave..... 9-10
Family and Medical Leave Act (FMLA)10
Miscellaneous Leaves 10-11

Miscellaneous
Affirmative Action.....11
Resolution of 2021 12 15

Purpose

The purpose of this policy manual is to provide Department Heads, Management employees, and Management/Confidential employees with a reference for the basic terms and conditions of employment with Jefferson County.

The Board of Legislators is committed to providing a high quality of services to the citizens of Jefferson County. The administrative employees of the County are one of the essential elements required to fulfill this commitment. Through their leadership and professionalism, the Board philosophy and policy is manifested in the efficient and effective operations of the County departments.

The Board of Legislators values the dedication and service of its administrative employees. The policy and the provisions contained herein establish and provide the terms and conditions of employment for Department Heads, Management, and Management/Confidential personnel in the employment of Jefferson County Government. This policy statement is intended to provide those employees with a better understanding of the privileges and responsibilities of their positions and to assist in the mission of the professional delivery of services in Jefferson County.

Guidelines

The term “administrative employee” is used in this policy manual to refer to all employees who occupy positions that are exempt from the bargaining unit under the Taylor Law. For the purposes of this manual, we have defined the administrative employees by using four major categories which are explained below. Policies or benefits that apply to all employees have been referred to as applying to “administrative employees” or “employees covered by this policy”. Specific benefits or responsibilities that pertain to specific groups of employees, for example, Department Heads, have been noted as such.

The following guidelines apply to this policy:

1. Department Heads - Employees who are recommended by the County Administrator for appointment by the Board of Legislators. Department Heads function in the primary leadership position in the department and are directly responsible for the development of departmental policies and the implementation of legislative initiatives. The County Administrator will complete performance evaluations on department heads on a regularly scheduled basis.
2. Management Employees - Employees who are appointed by the Department Head to positions authorized by the Board of Legislators. Management employees have significant managerial responsibility in the areas of supervision and policy formation.
3. Management/Confidential - Employees who perform support functions for management positions and/or other assignments which require them to be unrepresented by collective bargaining agreements.
4. Elected Officials - Employees who are elected by popular vote. Elected officials are exempt from leave and attendance requirements due to the fact that they are on duty full time. They are also exempt from the probation period.

I. Appointments

Appointments of Department Heads, Management employees, and Management/ Confidential employees are for fixed or continuing terms.

1. Fixed Term Appointments - Certain appointments are for a pre-established number of years as prescribed by the N.Y.S. Constitution, State and County Law, General Municipal Law, and Local Law or Rule. Included in this category are appointments which are made for the "Term of the Board", which is two years.
2. Continuous Term Appointment - The remainder of appointments are continuous and are renewed contingent on satisfactory performance and authorization by the Board of Legislators and/or the County Administrator or Department Head. This group includes administrative employees who are appointed "at the pleasure of" the Board of Legislators or the Department Head. Information regarding the type of appointment is provided to candidates during the recruitment and selection process. Questions concerning the term of appointment may be directed to the Human Resources Office.
3. Part-time Appointments and Benefits - In certain cases, the Board of Legislators may establish part-time and/or temporary appointments to accommodate unique situations. Employees appointed to part-time positions prior to 1/1/1999, and who work less than the standard work week, will receive health insurance and statutory benefits including Retirement (if eligible), Unemployment Insurance, Social Security, and Worker's Compensation. There shall be no earned leave benefits.

Employees appointed to part-time positions on or after 1/1/1999, and who work less than the standard work week, shall receive the approved salary for the position and statutory benefits including Retirement (if eligible), Unemployment Insurance, Social Security, and Worker's Compensation. Health insurance will be available at the employee's option with 100% of the cost of the plan borne by the employee. There shall be no earned leave benefits.

Fringe benefits shall be limited to the above-referenced items unless otherwise approved by the Board of Legislators.

4. Probationary Period

Employees in the classified service are subject to a probationary period of not less than 8 weeks nor more than 52 weeks. The classified service includes the Competitive, Non-Competitive, Exempt, and Labor classes of Civil Service. Employees who have been promoted to a position in the classified service are subject to a probationary period of 12 weeks.

Employees in the unclassified service are not subject to a probationary period.

5. Promotions

Administrative positions are critical to the efficient and effective operation of County government. It is the policy of Jefferson County to seek professionals with the qualifications and experience necessary to fulfill this goal. Emphasis will be placed on recruitment of current employees who possess the qualifications, experience, and employment history necessary for the quality operation of the department.

Employees who are promoted will receive a 6% increase in salary or the minimum of the graded salary range, whichever is greater, subject to approval by the Board of Legislators.

6. Secondary Employment

Employees covered by this policy understand and agree that their employment with the County is of basic and primary importance, and that secondary employment must not inhibit or impede the efficient and effective performance of their job duties, responsibilities, or attendance; nor shall it impair their judgment in the exercise of their official duties. Personnel engaged in secondary employment will notify the County Administrator's Office of the details of their employment.

Certain positions covered by this manual also have a prohibition on secondary employment embodied in New York State statute or local rule.

II. Compensation

1. Annual Salary

Jefferson County maintains a competitive salary structure and benefit package for administrative employees.

All employees covered by this policy manual are placed in the graded salary schedule which has been adopted by the Board of Legislators. ~~Each employee receives an annual salary review by the Jurisdictional Committee of the Board responsible for oversight of the department and by the County Administrator. Following this review, The Finance and Rules Committee will review the recommendations of each committee along with~~ recommendations of the County Administrator and the Director of Human Resources **annually for salary increases**. At the conclusion of this review, a total compensation plan is submitted for approval by the full Board of Legislators.

2. Longevity

Employees who have been continuously employed on a full-time basis with the County receive a longevity incentive of 5% of the base salary for their grade after 10, 15, 20, and 25 years of service. The longevity incentive is added to their salary in the payroll period nearest their longevity anniversary date. (Except as noted in Resolution 301 of 1991).

Effective 1-1-2013

The Sheriff, Undersheriff and Lieutenants of the Sheriff's department will receive a 22 year longevity in place of a 25 year longevity.

3. Health Insurance

Jefferson County provides group health, hospitalization, major medical insurance, and prescription drug coverage and vision for the employees covered by this policy. ~~The employee cost of individual coverage is \$54.00 per bi-weekly pay period. The employee cost of family coverage is \$84.00 per bi-weekly pay period. The employee cost of individual or family coverage is 11% of the annual premium equivalent paid bi-weekly each pay period.~~ Specific details of the health insurance plan are available from the Jefferson County Health Insurance Office.

The Employer will provide the I.R.S. Section 125 spending account plan for employee contributions. The plan shall be administered in conformance with I.R.S. regulations.

Health Insurance coverage upon retirement:

- I. Employees hired prior to 1-1-98 shall be eligible to continue health coverage in retirement provided they have met the following requirements:
 - A. completion of a minimum of ten years of full-time **add continuous** service with Jefferson County; and
 - B. are employed by Jefferson County at the time of retirement; and
 - C. are enrolled in the health plan at the time of retirement; and
 - D. provide the Employer with proof of retirement and otherwise meet the definition of retirement as specified by the NYS Retirement System

- II. Employees hired or reinstated* from 1-1-98 through 12-31-2005 shall be eligible to continue health coverage in retirement provided they have met the requirements of I B., C., and D. of this section and meet the service requirements listed in the following schedule:

<u>County Service</u>	<u>Share of monthly premium or premium equivalent cost</u>	
	<u>Employee Share</u>	<u>Employer Share</u>
10 years' add continuous service but less than 15 years'	50%	50%
15 years' add continuous service but less than 20 years'	25%	75%
20 years' add continuous service or more	0%	100%

- III. Employees hired or reinstated* **from 1-1-2006 through 12-31-2021** shall be eligible to continue health coverage in retirement provided they have met the requirements of I B., C., and D. of this section and meet the service requirements listed in the following schedule:

<u>County Service</u>	<u>Share of monthly premium or premium equivalent cost</u>	
	<u>Employee Share</u>	<u>Employer Share</u>
10 years' add continuous service but less than 15 years'	75%	25%
15 years' add continuous service but less than 20 years'	50%	50%
20 years' add continuous service or more	25%	75%

NEW:

IV. Employees hired or reinstated* after 1-1-2022 shall be eligible to continue Individual health coverage in retirement provided they have met the requirements of I.B., C., and D. of this section and meet the service requirements listed in the following schedule:**

<u>County Service</u>	<u>Share of monthly premium or premium equivalent cost</u>	
	<u>Employee Share</u>	<u>Employer Share</u>
10 years continuous service but less than 15 years	75%	25%
15 years continuous service but less than 20 years	50%	50%
20 years continuous service or more	25%	75%

Add: *Reinstatement with the county within one year of a resignation shall not constitute a break in continuous service for purposes of calculating health insurance premiums in retirement.

Add: **Coverage for Dependents may be purchased at 100% cost to the employee.

Note: Employees who are promoted to a Management position will use their anniversary date of employment with the County to establish qualifications for health insurance benefits in retirement.

4. Retirement

All permanent, full-time employees are enrolled in the New York State and Local Retirement System. The N.Y.S. and Local Retirement System is organized into six (6) Tiers determined by the date on which you joined the system. Benefit levels and requirements are different for each Tier. Note: A Retirement System booklet is provided at orientation. This booklet provides all basic information on the Retirement System benefits. Due to changing legislation and regulations, you should check with the N.Y.S. and Local Retirement System directly to obtain information regarding your benefits.

5. Social Security

Social Security provides income protection when an employee's earnings either cease or are reduced as a result of retirement, disability, or death. Social Security benefits are based on the employee's salary history up to the maximum Social Security taxable wage base. Each payroll period, payroll deductions made by the employee are matched by Jefferson County to provide this benefit. Complete information is available from the Social Security Office.

6. Life Insurance and Disability Insurance

Life Insurance and Disability Insurance are provided as benefits under the provisions of the N.Y.S. and Local Retirement System. Eligibility for these benefits requires employees to complete certain minimum years of service for coverage in these plans. Employees should review their N.Y.S. Retirement benefits booklet for information on these plans. Additional Life and Disability Insurance is available as an option to employees. Please contact the Insurance Department for more information on these plans.

7. Worker's Compensation

Employees who suffer an injury or illness which is directly related to their employment shall be eligible for Worker's Compensation Benefits. Employees must file the required report form immediately following the job related accident.

8. Dental Insurance

Dental Insurance is available as an option to employees. Employees may join at the time of hire or wait for open enrollment in the month of March.

9. Defense and Indemnification

The County of Jefferson shall provide for the defense and indemnification of employees covered by this policy for actions or omissions made in the ordinary course of their employment in accordance with the procedures and policy outlined in Local Law #1 of 1999. Employees requesting assistance under this section are advised to make a written request to the County Attorney's office within three (3) business days of their receipt of any summons, complaint, process, notice, demand, or pleading that may require defense and indemnification coverage.

10. Deferred Compensation Plan

A Deferred Compensation Plan is a voluntary savings program created by federal and state law that enables public employees to save a portion of their gross pay before federal, state, and local income taxes are deducted. The amount deferred accumulates tax free until the funds plus earnings are distributed (generally after retirement) when most people are in a lower tax bracket. Information regarding the complete details of the Deferred Compensation Program and payroll deduction forms are available in the Human Resources Office.

11. Tuition Reimbursement

~~Employees covered by this policy are eligible for tuition reimbursement for job-related courses subject to the approval of the Department Head and the oversight Committee. Tuition will be prepaid at J.C.C. providing the requests are approved prior to the filing deadline. Reimbursement will be made at the SUNY rate for approved courses at colleges other than J.C.C. upon receipt of satisfactory completion of the course. Employees who withdraw from a course after the deadline date for withdrawal without penalty may be required to reimburse the County for the cost of the course. The County will not duplicate reimbursement from any other source. Course requests must be made in writing to the Director of Human Resources.~~

~~Professional development requests will be reviewed as part of the annual County budget process subject to procedures developed by the County Administrator.~~

Professional development requests are intended to provide tuition reimbursement for job-related courses that are of mutual benefit to the Employer and employee in the direct provision of government services. The review of such courses shall include the relevancy of coursework to an employee's present duties, benefits to accomplishing or improving the Employer's delivery of services, and availability of appropriations.

Subject to the approval of the Department Head and the Director of Human Resources, requests will be granted for taking specific courses at Jefferson Community College or another accredited educational institution which are intended to improve the abilities of an employee. The County will not duplicate reimbursement from any other source.

Employees must also meet the following criteria:

1. Full-time employment with the County for at least one (1) year prior to the date the course starts.
2. Course requests must meet the IRS criteria for tax deductible status.
3. Course completion with a grade of C or better.
4. Upon receipt of tuition assistance, the employee shall be expected to remain in County employment for at least two (2) years following course completion. If an employee does not remain in County employment for at least two (2) years, they shall reimburse the County for the tuition assistance provided in accordance with the schedule below:

Length of Employment After Completion of Course work	Reimbursement of Tuition Costs
0 to 6 months	100%
over 6 to 12 months	75%
over 12 to 18 months	50%
over 18 to 24 months	25%
over 24 months	0%

12. Flexible Spending Plans

The County shall offer two flexible spending options, Health Care and Dependent Care. IRS regulations will set the limits per year for each plan. Full-Time employees covered by this policy may participate beginning the first open enrollment following one year of service.

13. Travel for County Business

Employees covered by this policy will be reimbursed for necessary and reasonable expenses incurred in the performance of County business upon submission of an approved claim form. Mileage will be reimbursed at the rate in cents per mile that is allowed by the IRS as a tax deduction.

Travel authorization shall be required in all cases. Travel authorization shall be submitted on the approved form in writing to the Chairman of the Board of Legislators no later than ten (10) days prior to the first date of travel.

III. Attendance and Leave Benefits

1. Office Hours

County Offices shall be open for the conduct of business and convenience of the public in strict accordance with the hours prescribed by the Jefferson County Board of Legislators and in accordance with existing State and County regulations.

2. Base Work Day/Work Week

A. Department Heads and Management employees are responsible for performing the duties of their office. The work day is determined by the tasks to be performed. The work week shall be a minimum of 35 hours for those offices that are normally open 35 hours per week and 40 hours for those offices that are normally open 40 hours per week. Department Heads and Management employees are not eligible for overtime compensation or compensatory time except as provided by the County Administrator. **(also by resolution #250 of 2021)**

B. Management/Confidential employees are required to work the hours and schedule determined by the Department Head. Designated Management/Confidential employees may receive overtime compensation subject to budget availability and approval of the Department Head and the County Administrator. Employees in this class may accrue compensatory time provided they have received prior approval from the Department Head and it is used within a reasonable period of time after it was earned. Compensatory time must be used prior to leaving service.

C. All employees covered by this policy, except elected officials, are required to submit time and attendance forms in accordance with County policy.

3. Emergency Management Responsibilities

It shall be the responsibility of all employees covered by this policy to report for duty at times and places designated by the Chairman of the Board or his designee when a natural disaster or emergency has occurred.

4. Holidays

Employees covered by this policy who, in the judgment of the Department Head, can be spared without interfering with the operation of the department, will be allowed time off with pay to observe the following holidays, providing such employee shall have worked the working day immediately preceding such holiday and providing such employee works the working day immediately following such holiday. These provisions shall not apply if such holiday falls within the employee's scheduled vacation, or if absence is because of illness. Employees who are required to work on a holiday will receive equal time off in lieu of the holiday.

New Year's Day
Martin Luther King's Birthday
Lincoln's Birthday (Floater)
Washington's Birthday

Memorial Day
Independence Day
Labor Day
Columbus Day

Veterans Day
Thanksgiving Day
Friday after Thanksgiving
Christmas Day

5. Annual Leave

A. Annual Leave will be earned on the employee's anniversary date after each year of full-time continuous service. Annual Leave will be credited as follows:

ADD:

Upon date of hire:	6 days
Upon completion of 1 year	7 days
Upon completion of 1, 2, 3, 4 years of employment	13 days/yr.
Upon completion of 5 years of employment	14 days/yr.
Upon completion of 6 years of employment	15 days/yr.
Upon completion of 7 years of employment	16 days/yr.
Upon completion of 8 years of employment	17 days/yr.
Upon completion of 9 years of employment	18 days/yr.
Upon completion of 10, 11, 12, 13, 14 years of employment	20 days/yr.
Upon completion of 15 or more years of employment	25 days/yr.

B. Department Heads may carry forward a maximum balance of 40 days of accumulated annual leave credit on their anniversary date. Management employees may carry forward a maximum of 40 days of annual leave credit subject to the approval by the Department Head. (Provisions of Resolution #146 of 1986 contain specific carry over provisions for accumulated annual leave carry-over.)

C. Management/Confidential employees may carry forward 20 days of accumulated annual leave credit subject to the approval of the Department Head.

D. Upon the termination of an employee, either by resignation or retirement, and when at least two weeks' notice is given by such employee of his intended termination, any unused annual leave credits are to be compensated at the employee's regular rate of pay. In the case of retirement, time worked from the last anniversary date will be pro-rated and the additional annual leave will be credited. ~~Employees may elect to remain on the payroll or receive a lump sum payment during the last payroll period for accumulated annual leave credits.~~

E. Department Heads shall advise the County Administrator of intent to use annual leave at least five days in advance of the intended leave date. In no event shall a Department Head and second in command take their annual leave at the same time.

6. Sick Leave

Absence from duty by an employee of Jefferson County by reason of the employee's own sickness or disability shall be allowed as provided in this section. Absence from duty for such reasons, if duly granted by the Department Head, shall be considered and known as "sick leave".

A. Sick leave shall be credited at the rate of 4 hours per bi-weekly payroll period for 35 hour per week employees and 4.6 hours per bi-weekly payroll period for 40 hour per week employees. Employees shall be charged sick leave time for actual hours used. Sick leave credits will be earned when an employee is on full pay status for 7 out of 10 days in the preceding payroll period. Days during which

an employee is using accumulated sick leave credits, including Worker's Compensation, in excess of 60 days are not considered to be days on full pay status for purposes of earning sick leave.

B. An employee who is absent on sick leave shall report the absence to their supervisor at the earliest possible time and the reason for the absence.

C. Sick leave shall be granted by the Department Head. Department Heads who are absent under the provisions of this section shall notify the County Administrator if the absence is anticipated to be of an extended nature and, or will interfere with departmental operations.

D. After 3 consecutive days of illness or after 8 cumulative days of illness during a 12 month period, a medical certificate may be required before an employee may return to work.

E. Employees may accumulate unused sick leave up to a maximum of 200 days.

F. In the event of resignation, permanent separation, or discharge of the employee, their accumulated and unused sick leave time shall be canceled and not paid for. Accumulated sick leave credit will be applied to an employee's service credit at retirement under the provisions of Section 41J of the Retirement Laws.

G. Any additional absence up to 15 days per calendar year required for death; or serious illness in the immediate family, where direct medical care of the immediate family member by the employee is required, may be charged to sick leave. For purposes of this section, immediate family shall include parent, legal guardian, spouse, child, stepchild, or legal dependent residing in the household.

7. Family and Medical Leave Act

Employee rights and responsibilities under the Family and Medical Leave Act may be found ~~at the end of this policy~~ **in the Jefferson County Policies manual**. Applications for leave can be obtained in each department or with the Department of Human Resources.

8. Leaves of Absence

A. A leave of absence without pay of up to one year may be granted to employees covered by this policy subject to the following conditions:

A written request for a leave of absence must be submitted to the County Administrator (for Department Heads) or to the Department Head (for Management and Management/ Confidential employees) at least four (4) weeks prior to the requested date of leave stating the reason for the leave and the anticipated duration of the leave. Department Heads will confer with the County Administrator and the Director of Human Resources prior to granting a leave to Management and Management/Confidential employees.

B. A leave of absence shall not be granted to accept other employment.

C. No leave shall be authorized which may exceed the remaining period of a term appointment.

D. Not less than thirty (30) days prior to the expiration of an employee's leave, the employee shall be required to submit written notification to the County Administrator or Department Head of their intention to return to work.

E. When an employee is on a leave of absence for three months or longer, the anniversary date for longevity and vacation will be pro-rated to reflect the leave. Sick leave will be credited in accordance with Section 6. A. of this policy manual. Employees on an unpaid leave of absence will be required to contribute the full cost of health insurance and any other paid fringe benefits except as otherwise provided by law or rule.

9. Bereavement Leave

A. Employees may be allowed a maximum of three (3) bereavement days for a death in the immediate family. Immediate family shall include brother, sister, spouse, child, **add guardian**, father, mother or **add grandchild** of the employee or his spouse.

B. Employees may be allowed a maximum of one (1) bereavement day for a death in the extended family. Extended family shall include grandparents, aunt, uncle, niece, or nephew.

C. Bereavement leave shall not be accumulated.

D. Bereavement leave must be approved by the Department Head.

10. Jury Duty

Upon receipt of proof of the necessity of jury services or appearance as a witness to subpoena or other order of the court (for job related actions only), employees shall be granted leave with pay to provide time as needed for such service.

11. Military Leave

Employees serving as a member of an organized militia or any reserve force or reserve component of the Armed Forces of the United States are entitled to paid leave in accordance with Section 242 of Military Law.

Miscellaneous

Affirmative Action

It is the policy of Jefferson County to provide equal opportunity in employment for all qualified persons; to prohibit unlawful discrimination in employment; and to promote the full realization of equal opportunity on a continuing basis through a realistic Affirmative Action Plan.

This Policy of Equal Employment Opportunity:

Applies to all persons without regard to sexual orientation, predisposing genetic characteristics, race, color, creed, national origin, age, sex, military status, religion, marital status, political affiliation, criminal record, or disability, including pregnancy.

Applies to all County organizational departments and governs all County employment practices, policies, and actions.

Provides that no local practice, or procedure or policy exists which serves to diminish or negate such equal opportunity.

All Department Heads, Management, and Management/Confidential employees are expected to comply with this policy directive and to insure equal opportunity in all Human Resources practices within their individual departments.

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing Agreement for One-Stop Operator

By Legislator: _____

Whereas, One of the functions of the local Workforce Development Board (WDB) as set forth in the Workforce Innovation and Opportunity Act of 2014 (WIOA) sec 107 (d) and 20 CFR 679.370 & 678.605 is to make a selection through a competitive process of a One-Stop Operator, and

Whereas, The Final Rules and Regulations 678.621 (a) outline the role of the One-Stop Operator to coordinate service delivery for continuous improvement through evaluation of operator performance and to promote efficiency and effectiveness of the one-stop system by regularly examining performance and costs, and

Whereas, In order to have appropriate procurement, the Jefferson –Lewis WDB contracted with the New York Association of Training and Employment Professionals to issue a Request for Proposals in March, 2021, and

Whereas, One response was received and graded, and it is recommended that Jefferson County Department of Employment & Training be selected as the Jefferson-Lewis WDB One-Stop Operator for the Jefferson-Lewis Workforce Development Area.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized and directed to execute an agreement in the amount of no more than \$2,000 per year for the period of July 1, 2021 through June 30, 2025 with Jefferson County Department of Employment & Training for One-Stop Operator services, 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. _____

Authorizing Use of Grant Funds and College Paving Account to Match State Aid
in Relation to the Jefferson Community College Green Campus Entryway Project

By Legislator: _____

Whereas, By Resolutions 87 of 2019, 145 and 194, this Board of Legislators authorized Capital Chargeback funding of \$497,000 towards JCC's Green Campus Entryway Project (Project) for a total cost of \$1,504,177, and

Whereas, The Project is also being funded by a NYS EFC Green Innovation Grant of \$880,000, and SUNY funding of \$127,177, and

Whereas, The College has applied for EPA Great Lakes Restoration Incentive (GLRI) funding for Nonpoint Source Runoff and Nutrient Reduction in the amount of \$600,000 to extend the Project, and

Whereas, The College wishes to designate \$200,000 from the Paving Reserve to extend the Project, and

Whereas, The combined \$800,000 can provide the local match for additional state funding of \$800,000 for a revised Project cost of \$3,104,177, and

Whereas, The JCC Faculty Student Association has committed to cover any gap in funding the project.

Now, Therefore, Be It Resolved, That this Board of Legislators authorizes the use of EPA GLRI funding of \$600,000 and \$200,000 from Paving Reserve as local match to state funding of \$800,000.

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. _____

Re-Appointing Members to Soil & Water Conservation District Board of Directors

By Legislator: _____

Resolved, Pursuant to Section 7 of the Soil & Water Conservation Districts Law, the following individuals are hereby reappointed to the Soil & Water Conservation District Board for terms to expire as noted:

<u>Name</u>	<u>Term to Expire</u>
David Brass, Grange	12/31/2024
Thomas Boxberger, Member At Large	12/31/2024

Seconded by Legislator: _____

State of New York)
)
County of Jefferson)

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

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

Clerk of the Board of Legislators



**JEFFERSON COUNTY
SOIL AND WATER CONSERVATION DISTRICT**

www.jeffersoncountyswcd.org

25451 State Route 12, Watertown, NY 13601

Telephone (315) 782-2749

Fax (315) 782-3054

RECEIVED

NOV 01 2021

JEFFERSON COUNTY
BOARD OF LEGISLATORS

October 27, 2021

Robert F. Hagemann III
Jefferson County Administrator
195 Arsenal Street
Watertown, NY 13601

Re: SWCD Board of Directors

Dear Mr. Hagemann:

Our board met on October 18, 2018. Directors Brass and Boxberger were notified that their terms are expiring December 31, 2021. They both agreed to continue serving on our board, and the board agreed to have them continue. Therefore, please accept this letter as our respectful request to maintain David Brass and Thomas Boxberger as directors.

David Brass acts as our Grange representative. We sent a letter to Norris Handschuh, Pomona Grange Master. He wrote a note on the bottom of the letter and returned it to us requesting that Director Brass remain on our board. This letter is enclosed for your reference.

If you have any questions or concerns, please contact me at 782-2749. Thank you for your consideration of this matter.

Sincerely,

Christine Watkins
Executive Director

Enclosure
rr



**JEFFERSON COUNTY
SOIL AND WATER CONSERVATION DISTRICT**

www.jeffersoncountyswcd.org

25451 State Route 12, Watertown, NY 13601

Telephone (315) 782-2749

Fax (315) 782-3054

October 20, 2021

Norris Handschuh
28209 Number Six Road
Redwood, NY 13679

Re: David Brass

Dear Mr. Handschuh:

On behalf of the District of Board of Directors, please accept this letter as our official request to maintain David Brass as the Grange representative on our Board of Directors. As you may remember Director Brass was appointed to our State Soil & Water Conservation Committee in 2010; his representation at the state level has been a great asset to Jefferson County.

Director Brass' term is scheduled to expire on December 31, 2021. We hope that Mr. Brass will continue serving in his present capacity. We're sure that you would agree that he has done an excellent job in relaying information between the District and the Grange.

Thank you for your thoughtful consideration and support.

Sincerely,

Christine Watkins
Executive Director

c: David Brass

rr

*I would like DAVID BRASS To
be our GRANGE Rep. For Soil + WATER.*

*Norris Handschuh
POMONA MASTER*

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Approving Appointment and Re-Appointment to the Thousand Islands Bridge Authority

By Legislator: _____

Resolved, That, pursuant to Section 577 of the Public Authorities Law, the following appointments and re-appointment by the Chairman of this Board to the Thousand Islands Bridge Authority for the terms indicated, be and are hereby approved:

<u>Name</u>	<u>Term Expiration</u>
Thye Lee	12/31/2026
Richard Iglinski	12/31/2026
Patrick J. Simpson	12/31/2026

Seconded by Legislator: _____

State of New York)
County of Jefferson)

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

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

Clerk of the Board of Legislators



MAIN OFFICE:

P.O. BOX 10
LANSDOWNE, ONTARIO
CANADA K0E 1L0

43530 INTERSTATE 81
COLLINS LANDING
P.O. BOX 428
ALEXANDRIA BAY, NY 13607
TEL: (315) 482-2501
FAX: (315) 482-5925
www.tibridge.com
www.boldtcastle.com

BRUCE ARMSTRONG
CHAIRMAN

MEMBERS:
PATRICK J. SIMPSON
MICHELINE DUBÉ
NATALIE KINLOCH
JACQUES E. PIGEON
ROBERT J. STORMS
DOUGLAS DIER
TIMOTHY STURICK
EXECUTIVE DIRECTOR

September 28, 2021

Mr. Scott Gray, Chairman
Jefferson County Board of Legislators
175 Arsenal Street
Watertown, New York 13601

Dear Chairman Gray:

As indicated by the attached letter dated September 28, 2021, the current term of Patrick J. Simpson as a member of the Thousand Islands Bridge Authority (Authority) expires on December 31, 2021. Also, I am pleased to find that if the Jefferson County Board of Legislators (JCBOL) desires, Mr. Simpson is most willing to continue representing Jefferson County's interest as a member of the Authority.

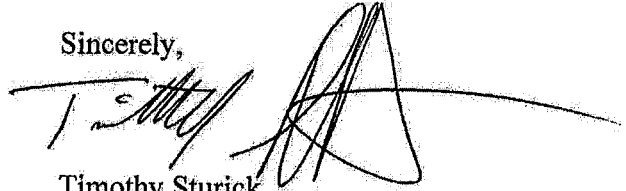
From a management perspective, Mr. Simpson has provided invaluable advice on all areas noted in his letter, be it related to Bridge or Boldt Facility projects or tourism promotion. Equally important, with his extensive experience in the private business sector, his advice concerning insurance matters, finance and procurement policies and customer service to name a few, have been most helpful in the day-to-day conduct of the Authority's business.

Also, this letter is to request that the JCBOL consider the appointment of Mr. Thye Lee, Vice President, Engineering & Construction to the Federal Bridge Corporation Ltd of Canada (FBCL) and Mr. Richard Iglinski, Chief Financial Officer to the FBCL as replacements for two (2) Canadian citizen appointments to the Board of Directors of the Thousand Islands Bridge Authority. The appointments of Mrs. Micheline Dubé and Mr. Jacques E. Pigeon are set to expire December 31, 2021, and after consultation with our operating partner FBCL, it is recommended that Mrs. Dubé and Mr. Pigeon be replaced with Mr. Lee and Mr. Iglinski. The Authority recognizes that a strong direct relationship with FBCL is vitally important to the overall operations and capital investments made at the Thousand Islands International Bridge Crossing and by having the Vice President, Engineering & Construction and Chief Financial Officer of FBCL represented on the Authority Board of Directors furthers that strong relationship for the foreseeable future.

It should be noted that both Mrs. Dubé and Mr. Pigeon have served the Authority and Jefferson County well for the last 10 years, respectively, and it has been a pleasure to have them part of the Authority family.

If you have any questions, please contact me at your convenience.

Sincerely,

A handwritten signature in black ink, appearing to read 'Timothy Sturick', with a large, stylized flourish extending to the right.

Timothy Sturick
Executive Director

TS/jt

Attachment

CC: Michael Montigelli, Chairman, Finance & Rules Committee
Robert F. Hagemann, III, Jefferson County Administrator



MAIN OFFICE:

P.O. BOX 10
LANSLOWNE, ONTARIO
CANADA K0E 1L0

43530 INTERSTATE 81
COLLINS LANDING
P.O. BOX 428
ALEXANDRIA BAY, NY 13607
TEL: (315) 482-2501
FAX: (315) 482-5925
www.tlbridge.com
www.boldtcastle.com

BRUCE ARMSTRONG
CHAIRMAN

MEMBERS:

PATRICK J. SIMPSON
MICHELINE DUBÉ
NATALIE KINLOCH
JACQUES E. PIGEON
ROBERT J. STORMS
DOUGLAS DIER
TIMOTHY STURICK
EXECUTIVE DIRECTOR

September 28, 2021

Mr. Scott Gray, Chairman
Jefferson County Board of Legislators
175 Arsenal Street
Watertown, New York 13601

Dear Chairman Gray:

As you are aware, my current five (5) year appointment as a member of the Thousand Islands Bridge Authority (Authority) expires on December 31, 2021.

Over the past five (5) year period, I have had the privilege of serving with other Authority members and being part of the implementation of the Authority's new toll collection system with the acceptance of electronic tolling, and the continued rehabilitation of this region's premier visitor attraction, Boldt Castle & Yacht House facilities. Over the next few years, the Authority will be contemplating the future needs of this important international crossing in a post COVID-19 world, and it would be a distinct honor to continue serving as a member of the Thousand Islands Bridge Authority.

In conclusion, it has been a privilege to represent the interests of Jefferson County and if it is your pleasure and that of the Board of Legislators, I am most anxious to continue serving as a member of the Thousand Islands Bridge Authority.

Thank you for your consideration.

Sincerely,

Patrick J. Simpson
Vice Chairman

PJS/jt

CC: Michael Montigelli, Chairman, Finance & Rules Committee
Robert F. Hagemann, III, Jefferson County Administrator



September 9, 2021

Mr. Tim Sturick
Executive Director
Thousand Islands Bridge Authority
43530 US Interstate Route 81,
P.O. Box 428
Alexandria Bay, New York
13607, USA

Subject: Board of Directors of Thousand Islands Bridge Authority (TIBA)/
End of Current Canadian Member Terms and Appointment of New Members

Dear Tim:

In reference to your letter dated July 19, 2021, I acknowledge the upcoming end of terms status of two Canadian Directors, Micheline Dubé and Jacques E. Pigeon, Q.C., on December 31, 2021.

I concur with you that both Ms. Dubé and Mr. Pigeon have served on the TIBA Board of Directors as exemplary members for the past 10 years. During their tenure, TIBA has benefited from their integrity, sound judgment and their level of commitment. Both Ms. Dubé and Mr. Pigeon are outstanding Board members and I have most recently spoken to each of them to express my most sincere gratitude for their ongoing contribution.

As per past practice and delegated authority of the Board of Directors of The Federal Bridge Corporation Limited (FBCL), I, as Chief Executive Officer support the nomination and hereby recommend current FBCL executives, Mr. Thye Lee and Mr. Richard Iglinski for replacements as Canadian Directors. Their respective biographies are here attached and may be submitted to the Jefferson County Board of Legislators for consideration of formal appointment. As stated, the new terms of office are five (5) years in duration and would start January 1, 2022, and expire December 31, 2026.

It is my hope that the border restrictions will be lifted prior to the end of the year to allow for in-person recognition of Ms. Dubé and Mr. Pigeon for their tenure and service.

Should you require further information or input, please do not hesitate to contact me.

Sincerely,

Natalie Kinloch
Chief Executive Officer

Enclosures (2)

THYE LEE, M.Eng., P.Eng.

23 Swain Avenue
Ottawa, Ontario
Canada K1G 4S8
Mobile: (613) 302-6665

BIOGRAPHICAL NOTE

Vice President, Engineering & Construction for *The Federal Bridge Corporation Limited* (FBCL)

Mr. Thye Lee is Vice President, Engineering & Construction for the FBCL, a Canadian federal parent Crown corporation managing and overseeing four international bridge locations in Ontario (Sault Ste. Marie, Point Edward, Lansdowne and Cornwall).



Mr. Lee has 32 years of experience in engineering. He joined FBCL in 1999 and was appointed Director, Engineering & Construction in 2001. He is responsible for various major construction and rehabilitation projects of FBCL facilities and bridges at the Blue Water Bridge, Sault Ste. Marie International Bridge, Seaway International Bridge and Thousand Islands Bridge. Mr. Lee manages major construction projects such as the \$75M North Channel Bridge Replacement at the Seaway International Bridge including construction of new bridges & toll facilities, the \$12M Interim CBSA Facility at Cornwall, the \$60M CBSA Facility Redevelopment at the Thousand Islands Bridge and the \$52M Canadian Plaza Redevelopment at the Sault Ste. Marie International Bridge.

Prior to joining FBCL, Mr. Lee started his career as a Structural Engineer with a truss manufacturer for 3 years. He then continued his career as a Structural Engineer with major engineering companies for 7 years in the design and inspection of bridges and transportation facilities.

Mr. Lee is currently serving as a member of the Board of Directors of the Seaway International Bridge Corporation, Ltd. and Sault Ste. Marie Bridge Authority. He has been a Professional Engineer (P.Eng.) since 1992. He received a Bachelor of Engineering (B.Eng.) with high distinction from Carleton University in 1987 and a Master of Engineering (M.Eng.) from Carleton University in 1989. He is a member of Professional Engineers Ontario (PEO), Canadian Society for Civil Engineering (CSCE) and Canadian Highway Bridge Design Code – Regulatory Authority Committee (CHBDC – RAC).

Mr. Lee lives in Eastern Ontario with his wife and their four children.

RICHARD IGLINSKI, CPA, CMA

1444 Cheverny Cres.
Orleans, Ontario
Canada K4A 3C8
Mobile: (613) 716-9584

BIOGRAPHICAL NOTE

Chief Financial Officer for *The Federal Bridge Corporation Limited* (FBCL)

Mr. Richard Iglinski is the Chief Financial Officer at FBCL, a Canadian federal parent Crown corporation managing and overseeing four international bridge locations in Ontario (Sault Ste. Marie, Point Edward, Lansdowne and Cornwall).



Mr. Iglinski joined FBCL in 2012 as the Corporate Controller and has progressed through the organization to his selection as Chief Financial Officer in 2019.

He is responsible for the Corporation's financial functions, including full international bridge accounting, audit, treasury, corporate finance and investor relations. His career spans more than 20 years of varied experience in financial management, business leadership and corporate strategy.

Prior to joining FBCL, Mr. Iglinski has always enjoyed success in leading finance departments at multiple organizations. Richard's success stems from his ability to oversee multiple projects and earn the trust and respect of employees and colleagues, alike. His track record of honesty, leadership, knowledge, and big picture vision assisted him in prior experience such as consolidating back office procedures of four individual manufacturing plant environments into one consolidated plant, ensuring appropriate results in bringing a private company public, and making the tough recommendations to help organizational viability. This big picture thinking enabled FBCL to complete a transition to International Financial Reporting Standards and complete eleven separate accounting and tax year-ends when FBCL was amalgamated in 2015.

Mr. Iglinski holds a Bachelor of Commerce (Hons) degree from Queen's University, and is a Chartered Professional Accountant, achieving his Certified Management Accounting designation in 2004. He currently serves as a member of both the Board of Directors' and Audit Committee of the Seaway International Bridge Corporation, Ltd. since 2019.

Mr. Iglinski lives in Orleans, Ontario, with his wife and two sons.

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Amending the 2021 County Budget and Capital Plan in Relation to Public Health
Computer and Low Band Radio System

By Legislator: _____

Whereas, There are remaining amounts in two capital accounts, and

Whereas, These were both included in the 2011 County Budget and balanced with revenue that was never received, such that the capital expenditure accounts and related revenue account should be brought to zero balance and closed.

Now, Therefore, Be It Resolved, That the 2021 County Budget is amended as follows:

Decrease:

Expenditure		
20168000 02013	Public Health Computer Upgrades	\$ 99,647.90
20302000 02051	Homeland Sec - Low Band System	45,000.00

Revenue		
20900600 92770	Other Unclassified Revenue	\$165,200.00

Increase:

Fund Balance		
20000000 30599	Appropriated Fund Balance	\$ 20,552.10

and be it further

Resolved, That capital accounts 20168000 02013 and 20302000 02051 are hereby closed, and be it further

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

Seconded by Legislator: _____

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing the Implementation and Funding in the First Instance 100% of the Federal Aid and State "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 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, By Resolution 209 of 2019, the County of Jefferson approved the above project by making a commitment of \$195,000 for the cost of Preliminary Design and Right of Way Incidentals Phase, 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 Design Phases V-VI of the Project, and

Whereas, The County has allocated a total of \$500,000 to this project through the Adopted 2019, 2020 and 2021 County Budgets.

Now, Therefore, Be It Resolved, That the Jefferson County Board of Legislators hereby authorizes the Jefferson County Treasurer to pay in the first instance 100% of the federal and non-federal share of the cost of the Design Phases V-VI of the Project or portions thereof, and be it further

Resolved, That the sum of \$310,000, which includes the Design Phases V-VI of the Project, or so much thereof as is necessary is hereby appropriated from Account 20511300 02904 in the 2021 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

Department	Revenue through end of October 2020	Revenue through end of October 2021	2021 Amended Budget October = 83.30%	2020 Revenue as % of 2020 BUD	2021 Revenue as % of 2021 BUD
1045 - General Items 01	\$125,764,494	\$140,740,669	\$114,064,601	89.95%	102.78%
1165 - District Attorney 01	\$182,608	\$173,872	\$238,983	77.70%	60.61%
1170 - Public Defender 01	\$260,236	\$243,408	\$718,962	28.96%	28.20%
1325 - Treasurers Department 01	\$16,853	\$25,211	\$14,161	51.07%	148.30%
1345 - Purchasing 01	\$48,834	\$66,124	\$69,972	56.13%	78.72%
1355 - Real Property Tax Services 01	\$415,777	\$427,133	\$397,480	95.31%	89.51%
1410 - County Clerk 01	\$1,409,953	\$1,788,884	\$1,464,664	75.96%	101.74%
1420 - County Attorney 01	\$199,329	\$336,230	\$426,496	45.61%	65.67%
1430 - Human Resources 01	\$4,030	\$10,075	\$19,992	44.78%	41.98%
1436 - Insurance Department 01	\$0	\$0	\$53,520	0.00%	0.00%
1450 - Board of Elections 01	\$61,017	\$19,631	\$17,492	32.92%	93.49%
1620 - Buildings 01	\$529,080	\$428,448	\$788,101	58.68%	45.29%
1680 - Information Technology 01	\$0	\$27,223	\$45,815	0.00%	49.50%
2490 - Education 01	\$65,577	\$91,341	\$83,300	65.58%	91.34%
3110 - Sheriff - Criminal & Civil Div 01	\$527,867	\$406,595	\$601,501	65.24%	56.31%
3140 - Probation 01	\$82,824	\$312,630	\$396,061	16.61%	65.75%
3315 - STOP DWI Program 01	\$110,504	\$101,592	\$120,818	67.21%	70.04%
3410 - Fire & Emergency Management 01	\$738,675	\$478,138	\$704,487	81.53%	56.54%
3510 - Dog Control 01	\$25,565	\$30,871	\$268,963	7.12%	9.56%
3620 - Code Enforcement 01	\$76,398	\$82,879	\$83,300	76.40%	82.88%
4050 - Public Health 01	\$2,151,658	\$2,248,949	\$4,834,784	37.19%	38.75%
4310 - Mental Health Services 01	\$5,751,153	\$8,256,371	\$8,189,271	57.22%	83.98%
5610 - Airport 01	\$1,059,218	\$2,173,147	\$2,265,615	37.11%	79.90%
6010 - Social Services Administration 01	\$7,454,425	\$6,927,086	\$8,861,726	73.45%	65.11%
6070 - Services for Recipients 01	\$14,738,541	\$15,083,213	\$17,037,508	74.07%	73.75%
6510 - Veterans Service Agency 01	\$10,000	\$0	\$7,105	117.25%	0.00%
6540 - Consumer Affairs - County Seal 01	\$53,947	\$62,626	\$61,664	74.27%	84.60%
6772 - Office for the Aging 01	\$972,330	\$756,920	\$1,235,785	55.50%	51.02%
8020 - Planning 01	\$174,024	\$77,422	\$73,029	72.14%	88.31%
8730 - Forestry 01	\$39,100	\$84,710	\$0	#Error	#Error
8990 - Employee Benefits 01	\$0	\$0	\$33,320	0.00%	0.00%
8992 - Interfund Transfers 01	\$0	\$17,000	\$14,161	NaN	100.00%
9150 - Debt Service 01	\$0	\$0	\$0	0.00%	NaN
01 - General Fund	\$162,924,018	\$181,478,400	\$163,192,639	81.83%	92.63%
9003 - Highway 05	\$11,625,406	\$11,602,571	\$13,802,527	79.20%	70.02%
9004 - Road Machinery 10	\$2,250,685	\$2,349,730	\$1,986,483	96.67%	98.53%
9101 - Solid Waste - Recycling 15	\$2,979,653	\$3,074,919	\$2,694,806	99.69%	95.05%
9006 - Capital 20	\$13,713,199	\$5,518,768	\$22,944,465	29.31%	20.04%
1045 - General Items 21	\$0	\$1,439	\$0	NaN	#Error
6340 - Employment and Training 25	\$1,767,211	\$1,634,136	\$2,357,502	58.44%	57.74%
1436 - Insurance Department 35	\$2,489,713	\$2,501,538	\$2,168,504	96.91%	96.09%
9021 - Health Benefits 40	\$17,991,285	\$18,274,049	\$19,955,993	79.77%	76.28%
9023 - Occupancy Tax 50	\$254,052	\$374,869	\$310,959	50.81%	100.42%
9150 - Debt Service 55	\$2,717,828	\$1,898,796	\$1,863,922	87.43%	84.86%
Total All Funds	\$218,713,050	\$228,709,217	\$231,277,799	73.48%	82.37%

Year: 2021 Month Ending: October

Departmental Spending (YTD)

Date Run: 11/23/2021

Department	Spending through end of October 2020	Spending through end of October 2021	2021 Amended Budget October = 83.30%	2020 Spending as % of 2020 BUD	2021 Spending as % of 2021 BUD
1010 - Legislative Board 01	\$792,732	\$815,321	\$920,727	74.84%	73.76%
1045 - General Items 01	\$31,734,449	\$39,033,820	\$32,438,791	80.34%	100.24%
1165 - District Attorney 01	\$1,316,986	\$1,660,427	\$1,942,179	59.28%	71.22%
1170 - Public Defender 01	\$823,424	\$924,685	\$1,425,564	53.63%	54.03%
1325 - Treasurers Department 01	\$462,127	\$519,144	\$566,414	74.81%	76.35%
1345 - Purchasing 01	\$425,443	\$447,066	\$500,325	74.09%	74.43%
1355 - Real Property Tax Services 01	\$619,162	\$621,912	\$821,822	65.89%	63.04%
1410 - County Clerk 01	\$1,213,318	\$1,351,331	\$1,497,193	69.18%	75.18%
1420 - County Attorney 01	\$1,405,212	\$1,507,921	\$2,295,349	51.60%	54.72%
1430 - Human Resources 01	\$307,330	\$338,761	\$392,197	71.98%	71.95%
1436 - Insurance Department 01	\$493,230	\$574,389	\$512,858	92.53%	93.29%
1450 - Board of Elections 01	\$708,480	\$647,603	\$805,046	62.50%	67.01%
1620 - Buildings 01	\$2,380,116	\$2,526,451	\$2,796,885	68.88%	75.25%
1680 - Information Technology 01	\$1,105,363	\$1,237,443	\$1,460,259	61.78%	70.59%
1910 - Special Items 01	\$29,379	\$1,481	\$1,469,522	1.42%	0.08%
2490 - Education 01	\$5,500,287	\$5,477,064	\$4,720,760	96.97%	96.65%
3110 - Sheriff - Criminal & Civil Div 01	\$10,973,116	\$11,244,471	\$13,355,984	67.63%	70.13%
3140 - Probation 01	\$2,788,535	\$2,674,719	\$3,209,410	71.23%	69.42%
3315 - STOP DWI Program 01	\$119,371	\$99,709	\$129,716	68.55%	64.03%
3410 - Fire & Emergency Management 01	\$2,531,612	\$2,780,918	\$3,369,684	67.85%	68.75%
3510 - Dog Control 01	\$203,829	\$218,610	\$269,156	61.48%	67.66%
3620 - Code Enforcement 01	\$365,873	\$334,701	\$429,149	70.30%	64.97%
4050 - Public Health 01	\$4,373,604	\$4,576,722	\$5,938,087	62.08%	64.20%
4310 - Mental Health Services 01	\$6,962,014	\$8,228,235	\$11,567,721	52.50%	59.25%
5610 - Airport 01	\$1,561,595	\$1,882,236	\$1,971,879	65.93%	79.51%
6010 - Social Services Administration 01	\$13,406,835	\$13,874,109	\$16,369,865	68.86%	70.60%
6030 - Adult Care Facility 01	\$500,000	\$500,000	\$416,500	100.00%	100.00%
6070 - Services for Recipients 01	\$30,573,077	\$29,188,844	\$36,403,421	70.68%	66.79%
6510 - Veterans Service Agency 01	\$133,706	\$118,503	\$152,718	64.89%	64.64%
6540 - Consumer Affairs - County Seal 01	\$101,664	\$118,391	\$146,004	59.19%	67.55%
6772 - Office for the Aging 01	\$1,871,057	\$1,640,885	\$2,014,118	67.34%	67.86%
8020 - Planning 01	\$507,004	\$520,777	\$684,481	54.98%	63.38%
8730 - Forestry 01	\$168,740	\$169,481	\$141,277	99.85%	99.93%
8989 - Public Benefit Agencies 01	\$1,732,624	\$1,722,220	\$1,434,609	100.00%	100.00%
8990 - Employee Benefits 01	\$4,620,748	\$4,464,408	\$6,460,222	65.09%	57.57%
8992 - Interfund Transfers 01	\$16,139,274	\$14,469,387	\$12,328,197	98.61%	97.77%
9150 - Debt Service 01	\$597,062	\$0	\$0	58.25%	NaN
01 - General Fund	\$149,548,380	\$156,512,145	\$171,358,088	72.15%	76.08%
9003 - Highway 05	\$11,943,693	\$13,996,452	\$13,806,164	81.33%	84.45%
9004 - Road Machinery 10	\$2,236,513	\$2,095,264	\$2,065,811	83.65%	84.49%
9101 - Solid Waste - Recycling 15	\$2,600,476	\$2,634,416	\$2,905,525	83.19%	75.53%
9006 - Capital 20	\$21,473,783	\$12,840,504	\$36,288,192	38.50%	29.48%
6340 - Employment and Training 25	\$1,720,183	\$1,806,172	\$2,357,502	57.17%	63.82%
1436 - Insurance Department 35	\$1,681,509	\$1,743,062	\$2,156,545	65.45%	67.33%
9021 - Health Benefits 40	\$16,723,945	\$16,566,718	\$19,957,598	74.15%	69.15%
9023 - Occupancy Tax 50	\$544,000	\$373,300	\$310,959	99.22%	100.00%
9150 - Debt Service 55	\$2,653,828	\$2,083,449	\$1,863,922	80.10%	93.11%
Total All Funds	\$211,126,310	\$210,651,482	\$253,070,305	66.91%	69.34%

Statement of County Clerk's Fees Received

I, Gizelle J. Meeks, County Clerk of Jefferson County, New York, do hereby report the receipts of the Jefferson County Clerk's Office for the Month of October 1, 2021 through October 31, 2021 as follows:

DMV Fees:

CC06	Retention	\$ 52,023.72
CC05	Sales Tax Ret	\$ 654.00
CC05	FS-6 Ret	\$ 763.00
Total		\$ 53,440.72

Land Records Fees:

CC07	Recording Fees	\$ 75,209.00
CC07	Filing Fees	\$ 2,815.00
CC07	Passport Fes	\$ 630.00
CC07	Photo Fees	\$ 240.00
CC07	RETT	\$ 416.00
CC07	RP5217 Ret	\$ 3,519.00
CC07	Notary Ret	\$ 780.00
CC07	NY Ed. Ret/RM	\$ 1,458.00
CC07	UCC's	\$ 1,760.00
CC07	Miscellaneous	\$ 274.00
CC07	General Int.	\$ 3.34
CC07	DMV Int.	\$ 0.69
CC07	Cover Page Fee	\$ 6,300.00
CC07	Overages	\$ 420.90
CC07	Copy Fees	\$ 2,519.15
CC07	E-Subscription	\$ 4,515.00
Total		\$ 100,860.08

Mortgage Tax Fees:

CC07	Expense	\$ 29,083.00
CC07	Interest	\$ 0.36
Total		\$ 29,083.36

Total By Account

CC05	\$ 1,417.00
CC06	\$ 44,923.20
CC07	\$ 119,393.74
CC08	\$ 4,950.00
CC50	\$ 300.00
PROJECT TR50	\$ -
TT61	\$ -
Total	\$ 170,983.94

Court Record Fees:

CC08	Index Fees	\$ 4,950.00
CC08	Misc. Court	\$ -
CC50	County Fines	\$ 300.00
Total		\$ 5,250.00

Fees Collected for Other Depts.:

TR50	Stop DWI	\$ -
TT61	Deposit Into Court	\$ -
Total		\$ -

Adjustments (Deductions):

CC06	DMV Online Revenue:	
	September	\$ 7,100.52
		\$ -
Total		\$ 7,100.52
CC07	Credit Cards	\$ 8,982.70
CC07	Notaries: Vouchers	\$ 420.00
	Parker, Patterson, Thomas	\$ -
	Jones, Richmire, Brennan, Delaney	\$ -
Total		\$ 420.00

CC07 Incorporations:

		\$ -
		\$ -
Total		\$ -

CC07	Tax Sale - Rec. Fees	\$ 1,115.00
	Tax Sale - RETT	\$ 32.00
	Tax Sale - Misc.	\$ -
Total		\$ 1,147.00

I received from Gizelle J. Meeks, Jefferson County Clerk the sum of: \$ 170,983.94

10/1/21
Date

Karen M. Christ
Jefferson County Treasurer/Deputy

Health Benefit Report

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Accrual/ Rebates	Total
2021	1,391,643	1,360,776	1,840,634	1,111,871	1,724,818	1,979,876	1,644,478	1,148,699	1,904,488	1,740,311				15,847,594
2020	2,000,523	1,959,018	1,955,959	1,611,645	1,645,789	1,474,318	2,086,246	1,622,635	2,008,568	1,731,176	1,597,596	1,493,882	-1,543,303	19,644,052
2019	1,706,282	1,487,006	1,495,967	1,370,373	1,733,868	1,533,132	1,751,872	1,629,898	1,867,896	2,059,652	1,836,676	1,687,820	-625,042	19,535,402
2018	1,592,534	1,785,350	2,113,093	1,848,874	1,279,299	1,162,251	1,400,942	1,999,071	1,431,052	1,862,490	1,355,279	1,583,609	-967,059	18,446,785
2017	1,529,529	1,866,306	1,825,608	1,572,248	1,819,815	1,815,944	1,488,988	1,596,965	1,511,099	1,561,197	1,876,330	1,697,642	-188,804	19,972,868
2016	1,633,556	1,631,731	1,966,926	1,395,394	1,555,709	1,782,977	1,674,534	1,427,421	1,982,882	1,689,937	1,380,652	1,715,106	-151,825	19,685,000
2015	1,447,909	1,711,206	1,323,090	1,832,204	1,671,467	1,478,813	1,659,141	1,336,322	1,720,703	1,832,887	1,294,288	2,045,210	-1,169,591	18,183,649
2014	1,278,930	1,130,181	1,468,292	1,665,269	1,460,980	1,536,745	1,449,695	1,374,535	1,203,417	1,289,949	1,380,933	1,362,655	275,388	16,876,970
2013	579,446	894,308	1,505,686	1,533,248	1,273,873	1,186,989	924,809	1,435,050	1,133,361	1,286,329	1,208,752	1,523,899	702,604	15,188,353
2012	701,835	1,236,667	1,325,449	958,983	1,333,307	1,090,308	1,234,885	1,319,356	1,470,833	1,356,075	1,286,161	1,390,545	468,831	15,173,236
2011	1,299,479	1,252,851	1,326,540	1,150,034	1,174,784	1,306,781	1,133,739	1,046,098	1,173,697	1,337,826	1,057,304	1,347,532	-278,692	14,327,973
2010	1,077,789	1,095,074	1,154,761	1,114,950	1,040,417	1,115,092	1,213,479	1,187,037	1,222,667	1,366,459	1,245,518	1,163,920	108,292	14,105,456
2009	1,027,412	1,084,751	1,246,381	1,165,052	1,188,985	1,244,707	1,083,067	1,190,211	1,179,638	1,313,914	1,128,054	1,019,671	-45,041	13,826,803
2008	977,732	805,876	995,288	1,147,285	921,384	812,620	965,724	1,006,833	1,198,851	1,250,648	1,084,114	950,708	21,913	12,138,976
2007	927,080	1,008,645	1,103,535	1,027,853	1,074,040	906,375	1,066,215	1,145,636	881,849	1,591,903	1,206,268	952,953	52,108	12,944,462
Monthly Average Percent	7.72%	8.22%	9.03%	8.40%	8.32%	7.96%	8.35%	8.37%	8.72%	9.38%	8.25%	8.64%	-1.37%	100.00%

Estimated Cost Scenarios 2021 Budget 22,500,000

Average % compared to rest of years

2014-2020 Average Cost percentage by month/year total	86.41%
Estimated 2021 Cost	18,340,241 4,159,759
2020 Cost percentage by month/year total	92.12%
Estimated 2021 Cost	17,203,420 5,296,580
Straight 12 Month Cost by average month to date	19,017,113 3,482,887
2007 - 2020 average monthly percentage of total	18,760,560 3,739,440