

County of Jefferson
Office of the County Administrator



Historic Courthouse
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November 10, 2021

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

Please let this correspondence serve as notification that the General Services Committee will meet on ***Tuesday, November 16, 2021, immediately following the conclusion of the Special Board Session*** in the Board of Legislators' Chambers.

Following is a list of agenda items for the meeting:

Presentations:

David Zembiec, JCIDA CEO - Comprehensive Economic Development Strategy (CEDS) Committee Plan Update

Brandi Smith, Greater Watertown Mobility Manager- Jefferson County Coordinated Transportation Plan Update

Resolutions:

1. Endorsing Comprehensive Economic Development Strategy (CEDS) Committee 2021 Plan Update
2. Adoption of the Jefferson County Coordinated Transportation Plan
3. Amending the 2021 County Budget to Recognize Reserve Funds in the District Attorney's Office
4. Amending the 2021 County Budget - Dispatch
5. 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

6. Adopting Guidelines and Administrative Procedures in Relation to the County's Housing Improvement Program Funded by a 2020 NYS Community Development Block Grant (CDBG) Award
7. Authorizing Agreements in Relation to Juvenile Secure Detention and the Supervision & Treatment Services for Juveniles Program
8. Authorizing an Agreement with Rubenzahl, Knudsen & Associates for the Provision of Psychological Testing, Evaluation and Recommendations for Treatment of JDs, PINS at Risk of Out of Home Placement, and Adult Sexual Offenders
9. Authorizing an Agreement with Credo Community Center for the Provision of Court Ordered Evaluations, Assessments, Treatment and Counseling
10. Amending the 2021 County Budget in Relation to Recycling & Waste Management
11. Amending the 2021 County Budget in Relation to Sheriff - Corrections

Informational Item:

- Planning Report

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

RFH:tlr

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

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Endorsing Comprehensive Economic Development Strategy (CEDS)
Committee 2021 Plan Update

By Legislator: _____

Whereas, The Jefferson County Board of Supervisors created the Comprehensive Economic Development Strategy (CEDS) Committee in 1990 as a prerequisite for establishing County eligibility for economic development funding from the U.S. Economic Development Administration (EDA), and

Whereas, The CEDS Committee is required to periodically assess the changing economic conditions and opportunities in the County, and update its Plan with revised goals and strategies the community can pursue to improve the local economy, and

Whereas, The CEDS Plan is also widely used as a tool by local planning and development organizations to leverage non-EDA forms of grant assistance to help carry out community and economic development objectives, and

Whereas, In addition to the benefits for securing and leveraging Federal and State economic and community development funding, the CEDS Plan lays a foundation for local coordinated action on priority economic development issues across numerous sectors of the County's economy, and as such, can be used as a "Blueprint for Local Action".

Now, Therefore Be It Resolved, That the Jefferson County Board of Legislators hereby endorses the 2021 CEDS Plan and encourages its use as a guiding document for local economic development programming by governments and economic development agencies in Jefferson County.

Seconded by Legislator: _____

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

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

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

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Adoption of the Jefferson County Coordinated Transportation Plan

By Legislator: _____

Whereas, A Coordinated Transportation Plan is required by the Federal Transit Administration (FTA) and New York State Department of Transportation to be on file in order to receive federal and state funding for countywide transportation programs, and

Whereas, This initial Jefferson County Coordinated Transportation Plan describes development and implementation of a county wide public transportation system in coordination with the CitiBus system, and

Whereas, The purpose of a Coordinated Transportation Plan is to assess the transportation needs for persons who are seniors, earn limited incomes, or have a disability; identify transportation gaps and duplication of services; and to prioritize goals and actions to address these gaps and duplicate services, and

Whereas, The key stakeholders in Jefferson County participated in the development of the Jefferson Coordinated Transportation Plan inclusive of health service providers, employers, not for profit agencies, educational facilities, etc. and provided input as it was prepared by the Mobility Manager of the Greater Watertown Area, and

Whereas, Hard copies of the draft Plan were distributed in numerous locations and posted on the Watertown-Jefferson County Area Transportation Council Metropolitan Planning Organization website, and the City of Watertown website, and

Whereas, Public input sessions were held on November 2, November 3 and November 4 at eight sites within the County including the City of Watertown, Clayton, Alexandria Bay, Philadelphia, Champion, Sackets Harbor and Adams to receive public comment on the draft Plan, and

Whereas, The Board of Legislators has duly considered the assessment, goals and actions in the draft Plan, and comments from the public.

Now, Therefore, Be it Resolved, That the Board of Legislators adopts the Jefferson County Coordinated Transportation Plan, upon approval of the County Attorney, County Administrator and Planning Director, and be it further

Resolved, That it be forwarded to the NYS Department of Transportation, and it should be reviewed and modified as needed to account for the of future development and implementation of a county wide system.

Seconded by Legislator: _____

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Amending the 2021 County Budget to Recognize
Reserve Funds in the District Attorney's Office

By Legislator: _____

Whereas, The District Attorney's Office received equitable sharing funds through asset forfeiture, to be used to purchase equipment and services which will assist in its investigation and prosecution efforts, and

Whereas, Said funds must be recognized in the appropriate budget lines.

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

Increase:

Revenue:

| | | |
|----------------|-----------------------------------|----------|
| 01116500 94325 | Federal Treasury Asset Forfeiture | \$ 8,000 |
|----------------|-----------------------------------|----------|

Expenditure:

| | | |
|----------------|----------------------|----------|
| 01116700 02401 | Automotive Equipment | \$ 8,000 |
|----------------|----------------------|----------|

Seconded by Legislator: _____

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

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

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Amending the 2021 County Budget - Dispatch

By Legislator: _____

Whereas, Per Resolution 248 of 2021, This Board of Legislators authorized an employment agreement between the County of Jefferson and the Jefferson County Sheriff's Employees for the period of January 1, 2021 through December 31, 2025, and

Whereas, Such agreement includes retroactive salary payments to current employees.

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

Increase:

| | | |
|----------------|-------------------|-----------|
| 01311200 01100 | Personal Services | \$ 43,000 |
| 01311200 01300 | Overtime | 83,000 |

Decrease:

| | | |
|----------------|-------------------|------------|
| 01199000 04964 | Salary Adjustment | \$ 126,000 |
|----------------|-------------------|------------|

Seconded by Legislator: _____

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

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

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing 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 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 the 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 the Right of Way Acquisition Phase 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 Final Design and Right of Way Acquisition of the Project or portions thereof, and be it further

Resolved, That the sum of \$45,300, which includes the Right of Way Acquisition Phase 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 Board of Legislators thereof, and be it further

Resolved, That the Chairman of the Board of Legislators be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal and State Aid, subject to the approval of the County Attorney as to form and substance, on behalf of the County of Jefferson with NYSDOT in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of project costs, and permanent funding of the local share of federal-aid and state-aid eligible

Project costs and all Project costs within appropriations therefor that are not federal-or State-aid eligible, and be it further

Resolved, That a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project, and be it further

Resolved, That this Resolution shall take effect immediately.

Seconded by Legislator: _____

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

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

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

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Adopting Guidelines and Administrative Procedures in Relation to the
County's Housing Improvement Program Funded by a 2020 NYS
Community Development Block Grant (CDBG) Award

By Legislator: _____

Whereas, By Resolution 174 of 2021, the Jefferson County Board of Legislators accepted a Community Development Block Grant (CDBG) for the 2020 Program Year (581HR116-120) from the New York State Office of Community Renewal to implement and administer a county-wide Housing Improvement Program, and

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

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

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

Now, Therefore, Be It Resolved, That this Board of Legislators, having been provided with a draft copy of the Guidelines and Administrative Procedures for Jefferson County for the 2020 grant award hereby adopts them and they shall become effective immediately for all County-sponsored housing rehabilitation activities conducted with 2020 Small Cities Community Development Block Grant funding.

Seconded by Legislator: _____

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

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

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

Clerk of the Board of Legislators

A requirement of CDBG housing Awards is that the municipality have written Guidelines. The Board has approved such guidelines previously with minor changes to keep up with current regulations and housing construction trends.

Changes to the 2020 CDBG housing Guideline:

- The project area still includes all areas in Jefferson County except the city of Watertown where other federal and state funding is available to support housing rehabilitation activities (see Section 1.2).
- Eligibility is limited to owner-occupied properties and we can work with 1-3 unit projects as long as one of the units is occupied by the property owner (see Section 3.1). The state has created a separate category for 4+ unit properties, which will generally be absentee-owned.
- Absentee-owned rental properties will not be eligible for assistance under the county-wide Housing Improvement Program (see Section 5.2).
- Mobile homes will not be eligible for assistance under the county-wide Housing Improvement Program (see Section 5.3).
- Section 6.6 includes language to prohibit any activities in Coastal Zones or Coastal Barrier Resource Areas and to require NYS-DEC approval for any project that includes work on wells or septic systems in or adjacent to a wetland area. Those restrictions come from the environmental review process that was required for this grant.
- Section 6.7 details rules for Program Income that were established by the Office of Community Renewal effective March 31, 2019. Under this rule, income received from loan repayments, grant recaptures and other sources is Program Income if the total of those funds exceeds \$35,000 during any state fiscal year (April 1 through March 31); and those funds must be returned to the state. If those receipts total less than \$35,000 during the fiscal year, they are Miscellaneous Revenue that can be retained by the county.
- Section 8.5 details the requirement for releases from each applicant giving the county and the NYS Housing Trust Fund Corporation (HTFC) the unrestricted right to use photographs taken of the property and/or the applicant and releasing the county and the state from any liability for use of those materials.
- Grant limits have been set at \$35,000/unit to allow us to work with larger projects where more work is needed to bring properties up to code standards. Most of those projects will require abatement of lead paint because the rehabilitation cost and/or HUD funding exceeds the \$25,000 threshold for “interim controls”. That work will be included in the rehabilitation contract for each project and the contractor will be expected to use a subcontractor who is licensed to perform lead abatement if they are not qualified for that work (see Section 9.4).
- Projects will be reviewed by the State Historic Preservation Office (SHPO), by the Tribal Historic Preservation Office (THPO) and by the DEC (for work in sensitive environmental areas). The THPO review is required only for projects that include ground disturbance (eg: for septic systems) where buried artifacts might be affected (see Section 9.6).
- Appendix A includes target area maps and the current Income Limits and Rent Limits that are used to determine eligibility for assistance under this program. The target area includes all of Jefferson County except the city of Watertown where similar financing is available for housing rehabilitation

activities. The Income Limits and Rent Limits are revised annually based on updated information from HUD.

- Appendix B includes a Lead-Based Paint Hazard Reduction Plan detailing the procedures for projects where full lead abatement is required because the rehabilitation cost and/or HUD funding exceed the \$25,000 limit for “interim controls”.
- Appendix C includes a Green Rehabilitation Plan detailing procedures to address basic repairs that will improve energy efficiency, household health and basic shelter safety.
- Appendix D includes materials detailing the National Healthy Housing Standard that was developed by the National Center for Healthy Housing. This manual, together with the Model Rehabilitation Standards produced by the National Center for Lead-Safe Housing are the minimum standards for all improvements to be completed under this program.
- Appendix E includes an outline of the Cultural Resource Information System (CRIS), which is an on-line system to facilitate review of rehabilitation projects with the State Historic Preservation Office (SHPO) to assure that these activities will not adversely affect historic or cultural resources in the state. Also included is contact information for three recognized Indian Tribes with interests in Jefferson County. Those contacts will be used for any project that involves ground disturbance (eg: for wells or septic systems) to assure that cultural resources are not damaged by those activities.
- Appendix F includes all of the forms that have been developed for this program. Several of those forms have been revised to accommodate changes in the program guidelines.

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing Agreements in Relation to Juvenile Secure Detention
and the Supervision & Treatment Services for Juveniles Program

By Legislator: _____

Whereas, New York State Office of Children and Family Services has awarded Jefferson County \$136,110 for the provision of services and programs as alternatives to detention through the Supervision and Treatment Services for Juveniles (STSJP) Program, and

Whereas, Available funding has been included in the 2021 County Budget and it is necessary to authorize agreements with the Jefferson County Children's Home for \$133,610 and the Resolution Center of Jefferson and Lewis Counties for \$2,500, for the period October 1, 2021 through September 30, 2022, for the provision of STSJP services.

Now, Therefore, Be It Resolved, That Jefferson County hereby accepts said grant award, and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized and directed to execute agreements with the Jefferson County Children's Home (\$133,610 for a term ending 9/30/22) and the Resolution Center of Jefferson and Lewis Counties (\$2,500 for a term ending 9/30/22), and any and all documents as may be required to fulfill the requirements of this grant award on behalf of Jefferson County, subject to approval by the County Attorney as to form and content.

Seconded by Legislator: _____

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

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

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

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

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

By Legislator: _____

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

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

Now, Therefore, Be It Resolved, That Jefferson County enter into an agreement with Rubenzahl, Knudsen & Associates for the provision of court ordered sexual offender psychological testing, evaluation and recommendations for treatment of Juvenile Delinquents, Persons in Need of Supervision, and adult offenders for the period January 1, 2022 through December 31, 2022, and be it further

Resolved, That compensation shall not exceed the sum of \$80.00 per hour for sexual offender evaluation and individual counseling; \$50.00 per hour for group counseling; \$500.00 for requested juvenile evaluations; \$150.00 per hour when providing testimony in court relative to the services performed under the contract, and court ordered juvenile psychological evaluations will be billed at \$160.00 per hour for an average of eight hours, and be it further

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

Seconded by Legislator: _____

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

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

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing an Agreement with Credo Community Center for the Provision of Court
Ordered Evaluations, Assessments, Treatment and Counseling

By Legislator: _____

Whereas, Adult and Juvenile substance abuse offenders under the supervision of the Probation Department are often ordered by the Courts to undergo substance abuse evaluations, assessments, treatment and counseling, and

Whereas, Counseling services when offered more expeditiously can help ensure success and prevent placement in treatment centers, and

Whereas, The Credo Community Center for the Treatment of Addictions, Inc. has agreed to provide the service at no cost to the Probation Department with fees being the responsibility of the client.

Now, Therefore, Be It Resolved, That Jefferson County enter into an agreement with Credo Community Center for the Treatment of Addictions, Inc. for the provision of court ordered adult and juvenile substance abuse evaluations, assessments, treatment, and counseling, for the period January 1, 2022 through December 31, 2022, and be it further

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

Seconded by Legislator: _____

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 in Relation to Recycling & Waste Management

By Legislator: _____

Whereas, Recycling & Waste Management is experiencing higher than anticipated tonnage transport resulting in increased cost for fuel and DANC tipping fees, and

Whereas, A trailer framework and pin require repair due to increased wear from hooking and unhooking, and

Whereas, Funds are available in the revenue accounts for incoming tipping fees and recyclable pickup fees.

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

Increase:

Revenue

| | | |
|----------------|------------------------|------------|
| 15910100 92131 | Tipping Fees | \$ 335,000 |
| 15910100 92132 | Recyclable Pickup Fees | 20,000 |

Expenditure

| | | |
|-----------------|----------------|-----------|
| 15816000 043102 | External Fleet | \$ 20,000 |
| 15816000 04311 | Fuel | 35,000 |
| 15816000 04487 | Tipping Fees | 300,000 |

Seconded by Legislator: _____

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

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

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Amending the 2021 County Budget in Relation to Sheriff - Corrections

By Legislator: _____

Whereas, The Sheriff has identified the cost of food supplies for inmates is exceeding the budget amounts, and

Whereas, This is due to price increases ranging from 15% to 50%, depending on the items, as well as a slightly higher average daily inmate population, and

Whereas, Corrections overtime costs are higher than anticipated, and

Whereas, Funding is available due to vacancies and the volume of outboarding inmates less than anticipated.

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

Increase:

| | | |
|----------------|-----------------------------|-----------|
| Revenue | | |
| 01311000 92264 | Jail Facilities-Other Gov't | \$ 36,000 |

| | | |
|----------------|---------------|------------|
| Expenditure | | |
| 01315000 01300 | Overtime | \$ 200,000 |
| 01315000 04512 | Food Supplies | 31,000 |

Decrease:

| | | |
|----------------|---------------------|-----------|
| 01311000 01100 | Personal Services | \$ 21,000 |
| 01315000 01100 | Personal Services | 159,000 |
| 01315000 04616 | Outboarding Inmates | 15,000 |

Seconded by Legislator: _____



Planning Department Report October 2021

COUNTY PLANNING AND ECONOMIC DEVELOPMENT

Community Development Block Grant (CDBG) Housing Program:

- 2020 Award. Staff worked on the environmental review.
- 2021 Application. Staff submitted the application online.

North Country HOME Consortium

- \$134,058 in Federal HOME funds were passed through, representing activity on eight single family homes and administrative fees.

County Planning Board

239m reviews

Carthage (V) - The Village proposed battery energy storage system regulations.

Clayton (T) - A site plan review for a retail horse riding equipment shop.

Ellisburg (V) - A use variance and site plan review for a Dollar General retail store.

LeRay (T) - A site plan review for a dog training center in an existing strip mall plaza.

Pamelia (T) - A site plan review for a 40 x 80 foot pole barn to store snow removal equipment.

Philadelphia (V) - The Village proposes amendments to their zoning law and zoning map.

Watertown (C) - A site plan review to renovate an existing 20,470 square foot building and reconstruction of the parking area.

Watertown (T) - A site plan review to construct a three sided 80 foot by 30 foot storage shed.

CEDS

Staff received final draft of the CEDS Report.

Legislative Redistricting:

Staff began to develop options for discussion with the Redistricting Adhoc Committee.

Housing Summit

Staff participated in the Housing Summit sponsored by the Urban Mission to discuss housing issues.

COMMUNITY PLANNING AND DEVELOPMENT

Municipal Project Assistance

Alexandria Bay (v) – Staff met with the Zoning Update Committee to review some initial signage definitions and the start to draft regulations in the Village.

LeRay (T) Comprehensive Plan Update – Staff met with the committee to discuss the upcoming public meetings, what can be displayed and how input can be managed effectively. Staff conducted the two public meetings with public officials, staff, and members of the community attending. Prepared a Priority Farmland map for the Town.

Training

Staff continues to participate in virtual training as available.

RESOURCE AND ENVIRONMENTAL MANAGEMENT

Agricultural and Farmland Protection Board

Staff coordinated a virtual meeting to review and approve Tug Hill Tomorrow applications for Farmland Protection Implementation Grants.

Snowmobile Grant-in-Aid Program

Finished the submittal to NYS OPRHP for the final club's Phase 2 materials.

NYS Septic System Replacement Program

Staff began reviewing applications for Round 2 of the Program.

CLEAR (Coastal Lakeshore Economy and Resiliency Initiative)

Staff participated in virtual meetings on the CLEAR process regarding municipal resiliency to water level extremes along Lake Ontario and the St. Lawrence River. <https://www.northcountryclear.com/>

INFORMATION, DEMOGRAPHIC, AND DATA SERVICES

General Technical Assistance

Responded to callers, emails, and walk-ins with requests concerning flood maps, parcels, zoning, and county map viewer. Researched the review status of various projects the department had received calls about.

Other Geographic Information System (GIS) Tasks (not associated with projects above)

Our GIS Specialist supports planners with various projects and other County Departments. Examples of GIS projects for 2021 include: Development Pressure maps to evaluate agricultural protection needs; Legislative Redistricting maps for Proposed Plans 4 and 5 showing changes from 2010 and new district population figures, development of Census data to include LATFOR population redistribution numbers, maps of Legislative Redistricting Proposed Plans 1 through 3 with LATFOR population figures, and creating and updating tables with 2010 to 2020 population changes with current districts and proposed districts according to the various plans, tables of on/off Fort Drum populations for proposed districts in LeRay, tables for municipal populations of each district per plan, tables of percent deviation for adjacent district populations, and tables of total deviation for all districts.