

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



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

January 13, 2022

**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, January 18, 2022 at 6:00 p.m.** in the Board of Legislators' Chambers.

Due to current New York State Covid-19 restrictions in place **everyone attending the meeting is required to wear a mask.**

Following is a list of agenda items for the meeting:

**Resolutions:**

1. Authorizing Agreements with the Federal Aviation Administration, New York State Department of Transportation and McFarland Johnson, Inc. in Relation to the Watertown International Airport Land Acquisition Services (Runways 7, 10, 25 and 28) and State Environmental Quality Review Determination Thereto and Amending the 2022 County Budget and Capital Plan
2. Amending the 2022 County Budget to Re-appropriate Funding from NYS Department of Transportation for New York Statewide Opportunities for Airport Revitalization (SOARS) Marketing Grant
3. Amending the 2022 County Budget and Capital Plan in Relation to the Watertown International Airport Runway 7-25 and Intersection Rehabilitation Construction Project
4. Amending the 2022 County Budget and Capital Plan to Recognize 2021 Revenue from the Passenger Facility Charges at the Watertown International Airport
5. Authorizing Agreement for Janitorial Services for Jefferson County Office Buildings
6. Reappropriating Funds from Various Unspent Grants Relative to the Fire and Emergency Management Department and Amending the 2022 County Budget in Relation Thereto
7. Approving Re-Appointments to the Jefferson County Fire Advisory Board

8. Authorizing the Implementation and Funding of the Federal Aid and State "Marchiselli" Program Aid Eligible Costs of a Transportation Federal-Aid Project (County Road 87 (Sandy Creek Rd) over Lindsey Creek), and Appropriating Funds Therefor
9. 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 (CR 189 over Grunley Creek), Appropriating Funds Therefor and Amending the 2022 County Budget and Capital Plan
10. Authorizing Agreements in Connection with New York State Snowmobile Trails Grant-in-Aid Program and Amending 2022 County Budget in Relation Thereto
11. Authorizing Grant Agreement, State Environmental Quality Review Act (SEQR) Determination, and Amending the 2022 County Budget in Relation to a 2021 Community Development Block Grant Award from the NYS Office of Community Renewal
12. Amending the 2022 County Budget to Reappropriate New York State Septic System Replacement Program Funds
13. Approving Re-Appointments to the Jefferson County Planning Board
14. Accepting Grant for Ignition Interlock Device Monitoring Program Funding
15. Reappropriating Funds from Various Unspent Homeland Security Grants Relative to the Sheriff's Department and Amending the 2022 County Budget in Relation Thereto
16. Authorizing Agreement with the NYS Unified Court System for Cleaning and Maintenance of Court Facilities

**Discussion Item:**

- Comprehensive Economic Development Strategy (CEDS) Committee Appointment

**Informational Item:**

- Planning Report

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

RFH:tlr

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

**Resolution No. \_\_\_\_\_**

Authorizing Agreements with the Federal Aviation Administration, New York State Department of Transportation and McFarland Johnson, Inc. in Relation to Watertown International Airport Land Acquisition Services (Runways 7, 10, 25 and 28) and State Environmental Quality Review Determination Thereto and Amending the 2022 County Budget and Capital Plan

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

Whereas, Jefferson County anticipates a Federal Aviation Administration (FAA) grant for the acquisition of property in fee simple or the acquisition of aviation easements on up to fourteen parcels, as identified in the county's Airport Capital Improvement Plan, and

Whereas, Jefferson County is pursuing the acquisitions as a result of findings and recommendations within the Master Plan Update to preserve land use compatibility within the Runway Protection Zone and enhance airspace compatibility within the Approach, Departure and Transitional Surfaces for Runway 25; to preserve land use compatibility within the Runway Protection Zone and airspace compatibility within the Transitional Surface for Runway 7; to preserve airspace compatibility within the Departure Surface for Runway 10; and to preserve airspace compatibility within the Departure Surface and the Approach Lighting System Line of Sight for Runway 28, and

Whereas, To commence negotiations for signed purchase agreements, Jefferson County will need to have completed project formulation steps including property surveys, easement descriptions, title searches, Phase I environmental site assessments, property appraisals, review appraisals, acquisition negotiations, and relocation planning, and

Whereas, The FAA, per Title 49 of the United States Code, Section 47110(c), considers land acquisition and associated costs required for land acquisition, to be considered a project formulation cost that is eligible for reimbursement with all types of funding through the Airport Improvement Program, and

Whereas, The Airport Consultant, McFarland Johnson, has prepared a scope and fee to complete the formulation steps for land acquisition not to exceed \$522,989, and

Whereas, The FAA is anticipated to provide a grant for the land acquisition process, including up to \$496,839 for said formulation aspects of the project, and

Whereas, The New York State Department of Transportation is anticipated to provide a grant for the land acquisition process, including up to \$13,075 for said formulation aspects of the project, and

Whereas, The County is expected to incur up to \$13,075 in relation to the project, and

Whereas, An Environmental Assessment was prepared and approved by the FAA with the issuance of a Finding of No Significant Impact in accordance with the National Environmental Protection Act, and

Whereas, A subsequent review was completed pursuant to 6 NYCRR Part 617 in relation to the State Environmental Quality Review Act (SEQR), and

Whereas, The project consists of land and equipment acquisition, as well as required formulation steps and is determined not to have a significant environmental impact.

Now, Therefore, Be It Resolved, That Pursuant to 6 NYCRR Part 617.5, Jefferson County hereby determines the proposed improvements are classified as a Type I Action and the project is determined not to have a significant adverse environmental impact and a negative declaration is issued, and be it further

Resolved, Jefferson County enter into agreements with FAA to accept said grant funds not to exceed \$496,839, and with NYSDOT to accept said grant funds not to exceed \$13,075, and with McFarland Johnson, Inc. not to exceed \$522,989 for services, and be it further

Resolved, That Jefferson County upon award of the FAA grant, enter into said agreements and that the Chairman of the Board is hereby authorized to execute said agreements, including any change orders as recommended by the Airport Manager and County Administrator not to exceed the funding available, subject to review of the County Attorney as to form and content, and be it further

Resolved, that the 2022 County Budget is hereby amended as follows:

**Increase:**

Revenue

20900600 94589	Federal Aid – Airport Capital Projects	\$ 496,839
20900600 93589	State Aid - Airport DOT	13,075

Expenditure

20561000 020995	RPZ Land Acquisition	\$ 522,989
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**Decrease:**

Expenditure

20561000 02071	PFC Projects	\$ 13,075
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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 2022 County Budget to Re-appropriate Funding from NYS Department of  
Transportation for New York Statewide Opportunities for Airport Revitalization (SOARS)  
Marketing Grant

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

Whereas, By Resolution 149 of 2019, This Board of Legislators authorized a grant agreement for the Statewide Opportunities for Airport Revitalization (SOARS) from the New York State Department of Transportation, and

Whereas, By Resolutions 116 of 2020 and 83 of 2021, This Board re-appropriated unspent SOARS funds, and

Whereas, There remain unspent grant funds to be re-appropriated and placed in the appropriate 2022 expenditure lines.

Now, Therefore, Be It Resolved, That the 2022 County Budget is amended as follows:

**Increase:**

Fund Balance		
01000000 30599	Appropriated Fund Balance	\$ 22,299
Expenditure		
01561000 04415	Advertising	\$ 15,000
01561000 04416	Professional Fees	\$ 7,299

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 2022 County Budget and Capital Plan in Relation to the Watertown International  
Airport Runway 7-25 and Intersection Rehabilitation Construction Project

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

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

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

Whereas, By Resolution 262 of 2021, this Board authorized a change order in the amount of \$153,909 for conditions experienced during construction which resulted in additional work effort by the contractor, and

Whereas, Construction project savings were identified in various bid quantities that were not used by the contractor and require adjustment to the agreement with the contractor, and

Whereas, The following final change order is proposed by the County's Airport Consultant and recommended by the Airport Manager:

- Change Order 4: LED Sign Install and Final Quantity (\$237,392)

Whereas, It is necessary to provide a change order to reduce Rifenburg Construction, Inc. contract and to reduce federal revenue for this project, and

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

Now, Therefore, Be It Resolved, That the 2022 County Budget is hereby amended as follows:

**Decrease:**

Revenue		
20900600 94589	Federal Aid – Airport Capital Projects	\$ 237,392
Expenditure		
20561000 02091	Runway 7-25	\$ 237,392

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 2022 County Budget and Capital Plan to Recognize 2021 Revenue from the  
Passenger Facility Charges at the Watertown International Airport

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

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

Whereas, The FAA approved the application and the PFC funds collected in 2017, 2018, 2019 and 2020 were recognized by Resolutions 155 of 2018, 168 of 2019, 128 of 2020 and 84 of 2021 respectively, and

Whereas, The County collected \$76,704.71 PFC in 2021, to be appropriated for use in FAA-approved projects that enhance safety, security or capacity; reduce noise; or increase air carrier competition.

Now, Therefore, Be It Resolved, That the 2022 County Budget is hereby amended as follows:

**Increase:**

Revenue		
Fund Balance		
01000000 30599	Appropriated Fund Balance	\$ 76,704.71
Transfers		
01995000 09006	Transfer to Capital Projects Fund	\$ 76,704.71
20900600 95031	Transfer from General Fund	\$ 76,704.71
Expenditure		
20698900 02071	PFC Projects	\$ 76,704.71

and be it further

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

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



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

Authorizing Agreement for Janitorial Services for Jefferson County Office Buildings

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

Whereas, The Arc Jefferson St. Lawrence (The Arc)/DOHL Development Corporation (DOHL) is currently providing janitorial services to Jefferson County, and

Whereas, Renewal of said contract will provide the County with necessary janitorial services, while also providing training and work experience for the clients of The Arc/DOHL, and

Whereas, Both The Arc/DOHL and Jefferson County wish to renew the custodial services agreement for an additional one year term (1/1/22 - 12/31/22), with rates to take effect on January 1, 2022.

Now, Therefore, Be It Resolved, That the Board of Legislators hereby authorizes the award of a contract to The Arc/DOHL for janitorial services for County facilities in accordance with the County's specifications and at a cost not to exceed \$434,979.68, and be it further

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

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

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

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

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

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

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**JEFFERSON COUNTY BOARD OF LEGISLATORS**

**Resolution No. \_\_\_\_\_**

Reappropriating Funds from Various Unspent Grants Relative to the Fire and Emergency Management Department and Amending the 2022 County Budget in Relation Thereto

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

Whereas, By Resolutions 191 of 2018, 183 of 2019, 197 of 2020 and 199 of 2021, This Board of Legislators recognized State Homeland Security Program (SHSP) grants for FY18, FY19, FY20 and FY21, respectively, and

Whereas, By Resolutions 259 of 2019 and 151 of 2021, This Board recognized Federal Domestic Preparedness Equipment Program funding for the FY18 and FY19 Hazmat Grants, and

Whereas, By Resolutions 54 of 2019, 81 of 2020 and 67 of 2021, This Board re-appropriated unspent funds from SHSP and Hazmat grants, and

Whereas, There remain unspent amounts in the FY18, FY19, FY20 and FY21 SHSP grants, and the FY18 and FY19 Hazmat grants to be reappropriated and placed in the appropriate expenditure lines for 2022.

Now, Therefore, Be It Resolved, That the 2022 County Budget is amended as follows:

**Increase:**

Fund Balance		
01000000 30599	Appropriated Fund Balance	\$ 203,183.78
Expenditure		
01341400 02100	Equipment	\$ 36,105.00
01341400 02101	Computer Equipment	5,000.00
01341400 04111	Trackable Durable Items	58,420.98
01341400 04114	Equipment Maintenance	28,000.00
01341400 04115	Telephone	6,000.00
01341400 04119	Computer Software	2,351.94
01341400 04218	Building Security	8,597.84
01341400 04416	Professional Fees	37,000.00
01341400 04428	Public Safety Services - Other Govts	12,500.00
01341400 04585	Operating Supplies	9,208.02

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

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

Approving Re-Appointments to the Jefferson County Fire Advisory Board

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

Whereas, Pursuant to Section 225-a of the County Law and Resolution No. 39 of 2021, the following individuals are hereby re-appointed to the Jefferson County Fire Advisory Board for terms to expire December 31, 2023.

<u>Appointee</u>	<u>Representing</u>
Anthony Doldo	Legislator
Jeremiah Maxon	Legislator
Philip Reed	Legislator
Robert Simpson	Fire Service
Steven Mott	Fire Service
Lawrence Girard	Fire Service
Joseph Wargo	Fire Service
Jason Omarra	Fire Service
Barry Waite	General Public
William Griffith	General Public
Kathleen LaClair	General Public
Gerald Kostyk	General Public
Justin Taylor	General Public

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

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

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

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

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



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

Authorizing the Implementation and Funding of the Federal Aid and State “Marchiselli”  
Program Aid Eligible Costs of a Transportation Federal-Aid Project (County Road 87  
(Sandy Creek Rd) over Lindsey Creek), and Appropriating Funds Therefor

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

Whereas, A Project for County Road 87 over Sandy Creek, PIN 7753.85 (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 by 80% Federal funds (CFDA 20.205) and 20% non-federal funds, and

Whereas, By Resolutions 90 of 2019 and 41 of 2021, the County of Jefferson approved the above project by making a commitment for the cost of Design and Right of Way Incidental and Final Design Phases of the project, and authorizing \$312,000 to cover the cost of these phases, and

Whereas, The County has allocated funding through the Adopted Budget, and

Whereas, The County of Jefferson desires to advance the project by making a commitment of 100% of the federal and non-federal share of the costs of the Construction phase of the project, and

Now, Therefore, Be It Resolved, That the Jefferson County Board of Legislators does hereby approve the project, and be it further

Resolved, That the 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 Construction phase of the project, and be it further

Resolved, That the sum of \$1,555,622, which includes the Construction Phase, or so much thereof as is necessary is hereby appropriated from Account 20511300 02846 in the 2022 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 exceeds 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 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 so 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: \_\_\_\_\_

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State of New York )  
County of Jefferson )

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

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

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

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

Authorizing 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 (CR 189 over Grunley Creek), Appropriating Funds Therefor and Amending the 2022 County Budget and Capital Plan

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

Whereas, A Project for the Replacement of CR 189 over Grunley Creek, PIN 775388 (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 Resolutions 153 of 2019, 174 of 2020, and 69 of 2021, the County of Jefferson approved the above project by making a commitment of \$1,600,000 for the cost of All Phases of the Project, and

Whereas, By Resolution and Adopted Budget, the County has appropriated \$1,600,000 to the Project, 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 All Phases of the Project.

Now, Therefore, Be It Resolved, That the Jefferson County Board of Legislators does hereby approve the Project, and be it further

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

Resolved, That the sum of \$1,600,000, which includes All Phases of the Project, or so much thereof as is necessary is hereby appropriated from Account 20511300 02859 in the 2022 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 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, and be it further

Resolved, That the 2022 County Budget is amended to recognize State Marchiselli funding as follows:

**Increase:**

Revenue		
20900600 93592	State Aid Bridges	\$ 217,500

**Decrease:**

Fund Balance		
20000000 30599	Appropriated Fund Balance	\$ 217,500

and be it further

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

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

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

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

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

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

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

Authorizing Agreements in Connection with New York State Snowmobile Trails  
Grant-in-Aid Program and Amending 2022 County Budget in Relation Thereto

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

Whereas, Jefferson County has been notified by New York State Office of Parks, Recreation, and Historic Preservation that it has received an award of \$78,948 through the 2021-2022 Snowmobile Trails Grant-In-Aid Program, based upon a grant application submitted by the County in cooperation with the Winona Forest Recreation Association, Barnes Corners Sno-Pals Snowmobile Club, Pulaski-Boylston Snowmobile Club, Thousand Islands Snowmobile Club, and Missing Link Snowmobile Club.

Now, Therefore, Be It Resolved, That Jefferson County does hereby accept the above referenced funding and authorizes the Chairman of the Board of Legislators to execute such grant agreements and other documents as may be required to receive the funding from the State of New York, and be it further

Resolved, That the Chairman of the Board is further authorized to execute agreements between the County of Jefferson, the Winona Forest Recreation Association, Barnes Corners Sno-Pals, Pulaski-Boylston, Thousand Islands, and Missing Link snowmobile clubs, upon the approval of the County Attorney as to form and content, which provides for said organizations to conduct snowmobile trail development and maintenance consistent with the referenced grant application and grant program requirements, and be it further

Resolved, That the 2022 County Budget be amended as follows:

**Increase:**

Revenue		
01802000 93889	State Aid Snowmobile Trail	\$ 78,948
Expenditure		
01798900 04600	Snowmobile Trail Improvements	\$ 78,948

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

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

Authorizing Grant Agreement, State Environmental Quality Review Act (SEQR)  
Determination, and Amending the 2022 County Budget in Relation to a 2021 Community  
Development Block Grant Award from the NYS Office of Community Renewal

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

Whereas, Jefferson County has recently been notified by the New York State Office of Community Renewal (OCR) that its 2021 Housing Community Development Block Grant (CDBG) application has been approved, and

Whereas, The \$1,000,000 award (581HR304-21) will be used to continue an owner-occupied housing rehabilitation program to benefit income eligible homeowners throughout Jefferson County, and

Whereas, A Grant Agreement between the New York State Housing Trust Fund Corporation (HTFC) and the County is necessary to access the funds, and

Whereas, Jefferson County has evaluated the CDBG action under the project classification guidelines of the New York State Environmental Quality Review Act.

Now, Therefore, Be It Resolved, That the Chair of the Board of Legislators is authorized to execute a Grant Agreement, subject to the approval of the County Attorney, with the New York State Housing Trust Fund Corporation in accordance with HTFC and OCR guidelines, and

Be It Further Resolved, That the County has determined that this CDBG project is a Type II Action under the State Environmental Quality Review Act and requires no further State environmental review, and

Be It Further Resolved, That the 2022 County Budget is amended as follows:

**Increase:**

Expenditure		
30866800 04014	CDBG Housing Rehab	\$ 1,000,000
Revenue		
30866800 94911	Federal Aid – CDBG	\$ 1,000,000

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



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

Amending the 2022 County Budget to Reappropriate New York State  
Septic System Replacement Program Funds

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

Whereas, By Resolution 97 of 2018, the Jefferson County Board of Legislators accepted a New York State Septic System Replacement grant award, and

Whereas, By Resolutions 27 of 2019, 57 of 2020 and 47 of 2021, this Board reappropriated the balance of grant award funds remaining at that time, and

Whereas, There remains a grant award balance and it is necessary to reappropriate these funds in order to provide for the continuation of the program in 2022.

Now, Therefore, Be It Resolved, That the 2022 County Budget is hereby amended as follows:

**Increase:**

01000000 30599	Appropriated Fund Balance	\$ 72,250
Expenditure		
01802000 04025	Septic System Replacement	\$ 72,250

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

Approving Re-Appointments to the Jefferson County Planning Board

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

Resolved, That pursuant to Section 239-c of the General Municipal Law, the following individuals are hereby re-appointed to the Jefferson County Planning Board for terms to expire December 31, 2024.

Jon Storms  
Clif Schneider

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

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

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

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

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

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

Accepting Grant for Ignition Interlock Device Monitoring Program Funding

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

Whereas, By Resolution 74 of 2011, this Board authorized agreement with New York State Division of Criminal Justice Services Governor's Traffic Safety Committee to receive funding with respect to Leandra's Law Implementation, and

Whereas, New York State Division of Criminal Justice Services Governor's Traffic Safety Committee has transitioned this Ignition Interlock Device Monitoring project to formula-based funding, and

Whereas, Jefferson County has been awarded \$11,579 to support probation supervision and monitoring services during the period October 1, 2021 through September 30, 2022, and

Whereas, Said funds are already contained within the 2022 County Budget.

Now, Therefore, Be It Resolved, That the County of Jefferson hereby accepts the \$11,579 grant award.

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

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

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

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

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

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

Reappropriating Funds from Various Unspent Homeland Security Grants Relative to the Sheriff's Department and Amending the 2022 County Budget in Relation Thereto

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

Whereas, By Resolutions 107 and 177 of 2021, This Board of Legislators recognized FY20 and FY19 Operation Stonegarden Program grants respectively, and

Whereas, By Resolutions 201 of 2020 and 201 of 2021, This Board recognized FY20 and FY21 Law Enforcement Terrorism Prevention Program (LETPP) grants respectively, and

Whereas, By Resolution 74 of 2021, This Board re-appropriated remaining unspent funds from Operation Stonegarden and LETPP grants, and

Whereas, There remain unspent amounts in the FY19 and FY20 Operation Stonegarden and FY 20 and FY21 LETPP grants to be reappropriated and placed in the appropriate expenditure lines for 2022.

Now, Therefore, Be It Resolved, That the 2022 County Budget is amended as follows:

**Increase:**

Fund Balance		
01000000 30599	Appropriated Fund Balance	\$241,715.30
Expenditure		
01311400 01300	Overtime	\$ 53,950.00
01311400 02401	Automotive Equipment	64,152.50
01311400 04111	Trackable Durable Expendables	30,282.00
01311400 04114	Maintenance	17,100.00
01311400 04115	Telephone	3,400.00
01311400 04214	Utilities	275.00
01311400 043101	Internal Fleet Expense	15,194.62
01311400 04311	Gasoline & Oil	7,596.18
01311400 04428	Public Safety Personal Svcs - Other Govt	5,996.00
01311400 04585	Operating Supplies	28,484.00
01311400 08010	Retirement	7,258.85
01311400 08030	Social Security	6,077.32
01311400 08040	Workers Compensation	1,948.83

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

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

Authorizing Agreement with the NYS Unified Court System  
for Cleaning and Maintenance of Court Facilities

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

Whereas, Counties are required by law to furnish and maintain adequate court facilities for use by State Courts, and

Whereas, Pursuant to Chapter 686 of the Laws of 1996, New York State was designated with fiscal responsibility for managing interior cleaning and minor repairs within court facilities, and required to contract with counties for such maintenance, and

Whereas, Pursuant to Resolution 28 of 2019, Jefferson County entered into an agreement with the NYS Unified Court System for the provision of cleaning and maintenance services to the local courts during the period April 1, 2018 through March 31, 2023 in consideration of reimbursement by the NYS Unified Court System to the County for actual costs for cleaning and maintenance, and

Whereas, The maximum compensation for the 2021-2022 period shall be \$214,305.

Now, Therefore, Be It Resolved, That Jefferson County enter into an agreement with the NYS Unified Court System for the provision of cleaning and maintenance services to the local courts for the period April 1, 2021 through March 31, 2022 in consideration of reimbursement by the NYS Unified Court System to the County for actual costs for cleaning and maintenance in the amount of \$214,305, and be it further

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

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

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

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

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

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

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# County of Jefferson

## Board of Legislators

**William W. Johnson**  
Chairman of the Board  
Legislator, District 2

**County Address:**  
Historic Courthouse  
195 Arsenal Street, 2<sup>nd</sup> Floor  
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January 13, 2022

**TO:** General Services Committee

**FROM:** William W. Johnson, Chairman of the Board *WwJ*

**SUBJECT:** CEDS Appointment

The Comprehensive Economic Development Strategy Committee (CEDS), was formed by Jefferson County (Resolution No. 123 of 1990) as a prerequisite to access development infrastructure funding from the Economic Development Administration (EDA) of the US Department of Commerce. It is comprised of a cross section of business, industry, and community representatives appointed by the Chairman of the Board of Legislators with the approval of the General Services Committee.

I respectfully request the Committee's approval and recommendation to reappoint Legislator John Peck to the CEDS Committee with a term to expire December 31, 2022.

cc: Robert Hagemann, County Administrator  
Michael Bourcy, Director of Planning





## Planning Department Report November 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

- \$100,662 in Federal HOME funds were passed through, representing activity on six single family homes and administrative fees.

#### County Planning Board

##### **239m reviews**

Cape Vincent (V) – A site plan review for three seasonal cottages.

Clayton (T) - A special use permit for a contractor workshop and to store equipment.

LeRay (T) - A site plan review to open a small retail candle and gift shop in an existing building.

LeRay (T) - A special use permit/site plan review for construction of a 5 MW solar energy system.

LeRay (T) – An area variance for an automated carwash with vacuum stations.

Pamelia (T) – A site plan review to modify previously approved truck travel center/convenient store/restaurant adding more retail space, a tire center and dog park.

Watertown (C) – Zoning map amendment to modify a PDD to allow two building additions.

Watertown (C) – A site plan review for two one-story additions totaling 5,000 square feet.

Watertown (C) – Site Plan Review/Area Variance for a 1,700 square foot addition, 200 square foot vestibule, and two covered drive-up testing spaces.

Watertown (T) – An area variance for a covered storage area.

Watertown (T) - A special use permit/site plan review to construct two 3.5 MW solar energy systems.

#### 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 sent the Zoning Update Committee draft signage regulations in the Village for their review based on previous meeting discussions.

LeRay (T) Comprehensive Plan Update – Staff met with the committee to discuss and complete the Strengths, Weaknesses, Opportunities and Threats (SWOT) issues as part of the planning process.

### Training

Staff continues to participate in virtual training as available.

## **RESOURCE AND ENVIRONMENTAL MANAGEMENT**

### Agricultural and Farmland Protection Board

#### 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: Census 2020 population by town map; updates to airport RPZ maps for HOME grant; developing several proposed plans for Legislative Redistricting; creating maps of Legislative Redistricting Proposed Plans 2C, A through D, and C2 with LATFOR population figures along with focus maps of areas of great change; and developing tables of on/off Fort Drum populations for proposed districts in LeRay, city vs. town population for proposed districts in the City of Watertown, and tables for municipal populations of each district per plan.