

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

June 16, 2022

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

RFH

Please let this correspondence serve as notification that the General Services Committee will meet on **Tuesday, June 21, 2022 at 6:00 p.m.** in the Board of Legislators' Chambers.

Following is a list of agenda items for the meeting:

Resolutions:

1. Amending the 2022 County Budget to Recognize Insurance Recovery and Allocating Same in Buildings Department Budget
2. Amending the 2022 County Budget and Capital Plan in Relation to the County Bridge Account
3. Amending the 2022 County Budget and Capital Plan in Relation to the County Bridge Account
4. Amending the 2022 County Budget in Relation to the County Road Machinery Fund
5. Amending the 2022 County Budget in Relation to Recycling & Waste Management
6. Authorizing an Agreement with AutoMon, LLC
7. Amending the 2022 County Budget in Relation to Increased Fuel Prices

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

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Amending the 2022 County Budget to Recognize Insurance Recovery
and Allocating Same in Buildings Department Budget

By Legislator: _____

Whereas, The Buildings Department has received an insurance settlement check in the amount of \$1,606.32 for damage to one of their vehicles, and has requested that the settlement be used to supplement the external fleet expense line for repairs.

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

Increase:

Revenue			
01162000 92680	Insurance Recoveries		\$ 1,606.32
Expenditure			
01162000 043102	External Fleet Expense		\$ 1,606.32

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 BOARD OF LEGISLATORS
Resolution No. _____

Amending the 2022 County Budget and Capital Plan in Relation to the County Bridge Account

By Legislator: _____

Whereas, The Superintendent of Highways has requested transfers between accounts to provide funding for replacement of a recently collapsed culvert on County Route 91 in the Town of Lorraine, and

Whereas, The completed bridge project accounts should be brought to zero balance and closed, and

Whereas, The 2022 County Budget must be amended to do so.

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

Increase:

20511300 02871	CR91 - L038	\$ 282,465.06
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Decrease:

20511300 02902	H086	\$ 194,971.87
20511300 02908	Ellis Road - H041	79,980.51
20511300 02915	CR59 - D001	7,512.68

and be it further

Resolved, That accounts 20511300 02902, 02908 and 02915 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. _____

Amending the 2022 County Budget and Capital Plan in Relation to the County Bridge Account

By Legislator: _____

Whereas, The Superintendent of Highways has identified a completed bridge project account with a remaining balance, and

Whereas, This capital expenditure and related revenue account should be brought to zero balance and closed.

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

Decrease:

Expenditure		
20511300 02873	CR 53/Philomel Creek Tributary (D030)	\$ 162,863.71
Revenue		
20900600 93592	State Aid Bridges	\$ 162,863.71

and be it further

Resolved, That capital account 20511300 02873 is hereby closed, and be it further

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

Seconded by Legislator: _____

State of New York)
) 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 in Relation to the County Road Machinery Fund

By Legislator: _____

Whereas, As Highway machinery breaks down it is necessary to troubleshoot and be able to replace parts in a timely manner to keep projects on schedule, and

Whereas, The Superintendent of Highways has requested transfers between accounts to provide for purchase of replacement parts as needed, and

Whereas, By Resolution 118 of 2022, This Board allocated funding for snow removal equipment, for which the purchase price came in lower than anticipated and providing funds available for transfer.

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

Increase:

10513000 043102	External Fleet Expense	\$ 25,000
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Decrease:

10513000 02460	Snow Removal Equipment	\$ 25,000
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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 in Relation to Recycling & Waste Management

By Legislator: _____

Whereas, The 2022 County Budget must be amended for increased fleet expenses in the Recycling and Waste Management, and

Whereas, Funding is anticipated from the sale of recyclable material.

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

Increase:

15816000 043101	Internal Fleet Expense	\$ 25,000
15816000 043102	External Fleet Expense	25,000
15816000 04311	Gasoline & Oil	150,000

Decrease:

15910100 92651	Sale of Refuse	\$ 200,000
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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 AutoMon, LLC

By Legislator: _____

Whereas, The Probation Department utilizes a web-based software program for case management services through AutoMon, LLC known as Caseload Explorer to provide technical support services to Probation related to this program, and

Whereas, AutoMon, LLC has been awarded the contract to provide software associated with this program, and the expense is already included in the Adopted 2022 County Budget.

Now, Therefore, Be It Resolved, That Jefferson County desires to enter into an agreement with AutoMon, LLC for said services for the period August 10, 2022 through August 9, 2023, 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 the County, subject to the review of the County Attorney as to form and content.

Seconded by Legislator: _____

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

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 in Relation to Increased Fuel Prices

By Legislator: _____

Whereas, Fuel costs have escalated since adoption of the 2022 County Budget and continue to do so, and

Whereas, The increased costs affect many County Departments and it is desirable to address estimated need for the remainder of the year.

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

Increase:

Revenue

10900400 95031	Interfund Transfers	\$ 500,000
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Expenditure

01162000 04214	Utilities	\$ 3,500
01162100 04214	Utilities	36,500
01162200 04214	Utilities	14,500
01311000 04311	Gasoline & Oil	50,000
01314000 04311	Gasoline & Oil	1,500
01341000 04311	Gasoline & Oil	1,500
01401000 04214	Utilities	600
01405000 04214	Utilities	1,600
01405100 04214	Utilities	770
01405700 04214	Utilities	110
01406000 04214	Utilities	100
01561000 04214	Utilities	27,000
01561000 04311	Gasoline & Oil	30,000
01601000 04214	Utilities	5,000
01654000 04311	Gasoline & Oil	1,000
01990100 09001	Transfer to Road Machinery Fund	500,000
10513000 04214	Utilities	5,000
10513000 04311	Gasoline & Oil	495,000

Decrease:

01199000 04963	Contingent Account	\$ 673,680
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Seconded by Legislator: _____