

**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

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June 27, 2024

To: Honorable Members of the Board of Legislators

This shall serve as notice that the regular session of the Jefferson County Board of Legislators for the month of July will be convened on **Tuesday, July 2, 2024 at 6:00 p.m.** in the Board of Legislators Chambers, Historic Courthouse, 195 Arsenal Street, Watertown, NY.

If you need additional information relative to any of the Board Session agenda items, please feel free to give me a call.

The agenda for the Session is as follows:

**ROLL CALL OF MEMBERS**

**PUBLIC HEARING - Tentative 2024-2025 JCC Budget**

**PRIVILEGE OF THE FLOOR**

**READING OF MINUTES OF LAST SESSION, IF REQUESTED**

**PRESENTATION OF PETITIONS, NOTICES AND COMMUNICATIONS**

**REPORTS OF STANDING COMMITTEES**

Report of the Finance & Rules Committee on Financial Resolutions

**REPORTS OF COUNTY OFFICERS AND OTHERS**

Report of the County Treasurer on Investments and Cash in Banks  
Report of the County Administrator on Budget Transfers for the month of June

**LOCAL LAWS, RESOLUTIONS AND MOTIONS**

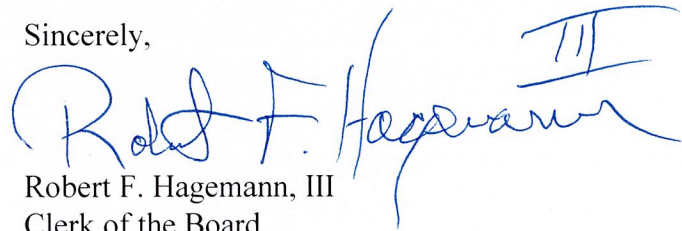
1. Resolution No. 181                      Appointing Interim County Administrator

2. Resolution No. 182 Appointing Interim Budget Officer
3. Resolution No. 183 Appointing Budget Officer
4. Resolution No. 184 Appointing Interim Clerk of the Board
5. Resolution No. 185 Appointing Clerk of the Board
6. Resolution No. 186 Adopting the 2024-2025 Jefferson Community College Budget
7. Resolution No. 187 Appropriation for the Conduct of Jefferson Community College for Fiscal Year 2024-2025
8. Resolution No. 188 (Roll Call Vote) Authorizing an Agreement with Development Authority of the North Country in Relation to Broadband and the American Rescue Plan Act and Amending the 2024 County Budget in Relation Thereto
9. Resolution No. 189 (Roll Call Vote) Amending an Agreement with Watertown Industrial Center Local Development Corporation in Relation to the American Rescue Plan Act and Amending the 2024 County Budget in Relation Thereto
10. Resolution No. 190 Authorizing the Vacating of Judgment of Foreclosure for Owners of Certain Parcels of Real Property and Discontinuance of Foreclosure Proceeding.
11. Resolution No. 191 Authorizing An Increase in Passport Photo Fees
12. Local Law Intro No. I of 2024 A Local Law Authorizing Best Value Award Methodology in the Competitive Bidding Process for Public Contracts.
13. Resolution No. 192 Setting Time and Place for Public Hearing on Local Law Intro. No. I of 2024
14. Resolution No. 193 Approving Amended Jefferson County Administrative Policies and Procedures Relative to Purchasing Policy and Control
15. Resolution No. 194 Approving Appointment/Re-Appointments to the Sports Fishery Advisory Board
16. Resolution No. 195 Appointing County Auditor

17. Resolution No. 196 Authorizing Lease with Air Methods Corporation for Use of Airport Air Ambulance Facility
18. Resolution No. 197  
(Roll Call Vote) Amending the 2024 County Budget Relative to Insurance and Equipment Replacement in Recycling & Waste Management
19. Resolution No. 198  
(Roll Call Vote) Amending the 2024 County Budget and Capital Plan in Relation to the Highway Department Consolidated Local Street and Highway Improvement Program Funds
20. Resolution No. 199 Authorizing the County of Jefferson to Accept Real Property Obtained by the State of New York Relative to the Weaver Road Over Skinner Creek Bridge Replacement Project; PIN 7754.04, BIN 3339470
21. Resolution No. 200 Authorizing the County of Jefferson to Accept Real Property Obtained by the State of New York Relative to the Oxbow-Rossie Road Over Vrooman Creek Bridge Replacement Project; PIN 7754.03, BIN 3339450
22. Resolution No. 201 Authorizing the County of Jefferson to Accept Real Property Obtained by the State of New York Relative to the County Route 97 & Brown Road Over Fish Creek Bridge Replacement Project; PIN 7753.93, BINS 3338770 & 2220150
23. Resolution No. 202 Designating a Certifying Officer for the 2024 Community Development Block Grant Award
24. Resolution No. 203 Authorizing Agreement in Relation to the State Alternatives to Incarceration (Pre-Trial Release) Program Funding
25. Resolution No. 204 Amending the 2024 County Budget in Relation to Insurance Premiums for the Public Safety Building
26. Resolution No. 205  
(Roll Call Vote) Authorizing an Agreement with New York State Division of Criminal Justice Services in Relation to FY 2024-2025 Law Enforcement Technology (LETECH) Program and Amending the 2024 County Budget in Relation Thereto
27. Resolution No. 206 Authorizing an Agreement with GYMO, Architecture, Engineering, and Land Surveying, D.P.C. for Architectural and Grant Services Related to Dog Control

28. Resolution No. 207 Authorizing An Agreement for the Provision of Caregiver Services Program to Provide Music Therapy for Older Adults who receive Respite Services and Amending the 2024 County Budget in Relation Thereto
29. Resolution No. 208 Amending An Agreement for Provision of Respite Services with the Alzheimer's Disease and Related Disorders Association, Inc.
30. Resolution No. 209 Appointing Member to the Office for the Aging Advisory Council
31. Resolution No. 210 Authorizing An Agreement for Provision of Certain Professional Services to the Medical Examiner's Office
32. Resolution No. 211 Accepting Funding and Authorizing an Agreement in Connection With Public Health Emergency Preparedness Program
33. Resolution No 212  
(Roll Call Vote) Amending the 2024 County Budget Relative to Public Health Department Accounts for the Purchase of Wastewater Sampler Equipment
34. Resolution No. 213 Authorizing Amended Agreement with Center for Disease Detection for Laboratory Services in Connection with the Public Health Service Diagnostic and Treatment Center
35. Resolution No. 214 Appointing Member to Jefferson County Public Health Service Professional Advisory Committee
36. Resolution No. 215 Re-Appointing Member to Emergency Medical Services (EMS) Advisory Board
37. Resolution No. 216  
(Roll Call Vote) Amending 2024 County Budget Relative to Additional Revenue From NYS Office of Children and Family Services for Enhanced Adult Protective Services

Sincerely,



Robert F. Hagemann, III  
Clerk of the Board

RFH:jdj  
Enc.

**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. 181**

Appointing Interim County Administrator

By Legislator: Robert D. Ferris

Whereas, The office of Jefferson County Administrator will be vacant as of July 7, 2024 with the retirement of Robert F. Hagemann, III, and

Whereas, By Resolution 180 of 2024, Ryan Piche was appointed as County Administrator for a term to begin on September 30, 2024, and

Whereas, The Board of Legislators desires to appoint Dylan Soper as Interim County Administrator.

Now, Therefore, Be It Resolved that pursuant to Jefferson County Local Law No. 10 of 1986, as amended by Local Law No. 1 of 1996, Dylan Soper is hereby appointed as County Administrator, on an interim basis, for the County of Jefferson for a term to begin on July 7, 2024 and to expire September 29, 2024, for an annualized salary of \$170,000.

Seconded by Legislator: Philip N. Reed, Sr.

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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. 182**

Appointing Interim Budget Officer

By Legislator: Philip N. Reed, Sr.

Whereas, The office of Jefferson County Administrator will be vacant as of July 7, 2024 with the retirement of Robert F. Hagemann, III, and

Whereas, By Resolution 180 of 2024, Ryan Piche was appointed as County Administrator for a term to begin on September 30, 2024, and

Whereas The Board of Legislators desires to appoint Dylan Soper as Interim Budget Officer for the period July 7, 2024 through September 29, 2024.

Now, Therefore, Be it Resolved, That, pursuant to Section 351 of County Law, Dylan Soper be and is hereby appointed as Budget Officer, to serve during the pleasure of the Board, for the period of July 7, 2024 through September 29, 2024.

Seconded by Legislator: Robert D. Ferris

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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 \_\_\_\_.

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Clerk of the Board of Legislators

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**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. 183**

Appointing Budget Officer

By Legislator: Robert D. Ferris

Whereas, Ryan Piche has been appointed County Administrator effective September 30, 2024,  
and

Whereas, Pursuant to County Law Section 351 the Board of Legislators is required to appoint a  
Budget Officer.

Now, Therefore, Be it Resolved, That Ryan Piche is hereby appointed as Budget Officer for  
Jefferson County to serve during the pleasure of the Board effective September 30, 2024.

Seconded by Legislator: Daniel R. McBride

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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 \_\_\_\_.

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Clerk of the Board of Legislators

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**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. 184**

Appointing Interim Clerk of the Board

By Legislator: Frances A. Calarco

Whereas, The office of Jefferson County Administrator and Clerk of the Board will be vacant as of July 7, 2024 with the retirement of Robert F. Hagemann, III, and

Whereas, By Resolution 180 of 2024, Ryan Piche was appointed as County Administrator for a term to begin on September 30, 2024, and

Whereas, The Board of Legislators desires to appoint Dylan Soper as Interim Clerk of the Board.

Now, Therefore, Be it Resolved, That, pursuant to Section 475 of the County Law, Dylan Soper be and is hereby appointed as Clerk of the Board of Legislators to serve during the pleasure of the Board for the period July 7, 2024 through September 29, 2024.

Seconded by Legislator: Robert D. Ferris

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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\_\_\_\_.

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Clerk of the Board of Legislators

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**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. 185**

Appointing Clerk of the Board

By Legislator: Frances A. Calarco

Whereas, Ryan Piche has been appointed County Administrator effective September 30, 2024,  
and

Whereas, Pursuant to County Law Section 475 the Board of Legislators is required to appoint a  
Clerk of the Board.

Now, Therefore, Be it Resolved, That Ryan Piche is hereby appointed as Clerk of the Board of  
Legislators to serve during the pleasure of the Board, effective September 30, 2024, until and  
unless a successor has been appointed and qualified..

Seconded by Legislator: Daniel R. McBride

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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\_\_\_\_.

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Clerk of the Board of Legislators

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**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. 186**

Adopting the 2024-2025 Jefferson Community College Budget

By Legislator: John D. Peck

Whereas, Pursuant to Section 357 of the County Law, the Finance and Rules Committee of this Board has reviewed the requested 2024-2025 Jefferson Community College Budget.

Now, Therefore, Be It Resolved, That pursuant to Section 360 of the County Law, said Budget be and is hereby adopted as the Budget of Jefferson Community College for College Fiscal Year 2024-2025, and be it further

Resolved, In accordance with the 2024-2025 Jefferson Community College Budget, the County of Jefferson will provide a Sponsor Contribution in the amount of \$5,584,266 and thereby approving a total operating expenditure for the JCC Budget of \$31,592,947.

Resolved, That this resolution shall take effect September 1, 2024.

Seconded by Legislator: Philip N. Reed, Sr.

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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\_\_\_\_.

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Clerk of the Board of Legislators

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**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. 187**

Appropriation for the Conduct of Jefferson Community College  
for Fiscal Year 2024-2025

By Legislator: John D. Peck

Whereas, This Board, by Resolution No. 186 of 2024 adopted a budget for Jefferson Community College for Fiscal Year 2024-2025.

Now, Therefore, Be It Resolved, That pursuant to Section 360 of County Law, the several amounts specified in such budget are hereby appropriated for the objects and purposes specified, and be it further

Resolved, That this resolution shall take effect September 1, 2024.

Seconded by Legislator: Daniel R. McBride

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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. 188**

Authorizing an Agreement with Development Authority of the North Country in Relation to Broadband and the American Rescue Plan Act and Amending the 2024 County Budget in Relation Thereto

By Legislator: Philip N. Reed, Sr.

Whereas, The Development Authority of the North Country applied for and received a Northern Border Regional Commission (NBRC) Catalyst Grant to complete a multi-jurisdictional telecommunications project bringing affordable, high-speed broadband to unserved households in rural communities in Jefferson, Lewis, and St. Lawrence Counties, and

Whereas, NBRC will provide a grant of \$2,455,079 or 77.63% of the total project costs for the \$3,162,599 Project, and

Whereas, Each county is required to provide a local match calculated based on the pro-rated number of miles for the project, which shall not exceed a combined total contribution of \$707,520.00, including the Authority's contribution of \$31,250.00, and

Whereas, By Resolution 111 of 2023, the 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, By Resolution 38 of 2022, the Board of Legislators authorized an agreement with Northern New York Community Foundation (NNYCF) for support for households and not-for-profit organization needs, utilizing \$1,000,000 of ARPA funds, and

Whereas, After multiple rounds of distributions through the NNYCF Program, funds remain to be repurposed for ARPA eligible uses.

Whereas, By Resolution 279 of 2021, the Board of Legislators allocated ARPA funding to strengthen County services and infrastructure need, including funds for dispatch infrastructure of \$500,000, and

Whereas, Of the dedicated for dispatch infrastructure, funds remain available to be repurposed for ARPA eligible uses.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute an Agreement with the Development Authority of the North Country for an amount not to exceed \$250,000 for broadband project administration and infrastructure for the term of October 1, 2023 through September 30, 2026, subject to approval of the County Administrator and County Attorney as to form and content, and be it further

Resolved, That the 2024 County Budget is hereby amended as follows:

**Decrease:**

Expenditure		
21104500 04976	Negative Economic Impacts	\$ 192,104
20302000 02031	E911 Dispatch	57,896

**Increase:**

Transfers:

20990100 09021	Transfer to ARPA Fund	\$ 57,896
21104500 95031	Interfund Transfers	57,896

Expenditure

21104500 04978	Water, Sewer, Broadband	\$ 250,000
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Seconded by Legislator: John D. Peck

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

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

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

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

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**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. 189**

Amending an Agreement with Watertown Industrial Center Local Development Corporation in Relation to the American Rescue Plan Act and Amending the 2024 County Budget in Relation Thereto

By Legislator: Daniel R. McBride

Whereas, By Resolution 111 of 2023, the 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, By Resolution 140 of 2023, the Board of Legislators authorized an agreement with Watertown Industrial Center Local Development Corporation for roof mitigation, utilizing \$150,000 of ARPA funds, and

Whereas, Bids for the roof mitigation project have exceeded estimated amounts, and

Whereas, By Resolution 38 of 2022, the Board of Legislators authorized an agreement with Northern New York Community Foundation (NNYCF) for support for households and not-for-profit organization needs, utilizing \$1,000,000 of ARPA funds, and

Whereas, After multiple rounds of distributions through the NNYCF Program, funds remain to be repurposed for ARPA eligible uses.

Now, Therefore, Be It Resolved, That the County of Jefferson shall amend an agreement with the Watertown Industrial Center Local Development Corporation (WICLDC) for roof mitigation of Watertown Industrial Center Facility, and be it further

Resolved, That the County of Jefferson shall provide an additional \$140,000 from American Rescue Plan Act funds to the WICLDC for services so provided under the agreement and administration of the project, and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute such amended agreement, subject to approval of the County Administrator and County Attorney as to form and content, and be it further

Resolved, That WICLDC shall refund to the County any unspent funds remaining once all assigned tasks have been fully committed no later than December 31, 2025, and be it further

Resolved, That at any time as the Board of Legislators may request, the WICLDC shall report in writing to this body a detailed statement of work and transactions completed in such form as it may direct.

Resolved, That the 2024 County Budget is hereby amended as follows:

**Decrease:**

Expenditure		
21104500 04976	Negative Economic Impacts	\$ 140,000

**Increase:**

Expenditure  
21104500 04977            General Government Services            \$ 140,000

Seconded by Legislator:    Robert D. Ferris

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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. 190**

Authorizing the Vacating of Judgment of Foreclosure for Owners of Certain  
Parcels of Real Property and Discontinuance of Foreclosure Proceeding.

By Legislator: Robert D. Ferris

Whereas, pursuant to Section 1.6 of the Administrative Regulations for the Sale of Real Property Acquired by the County Pursuant to Real Property Tax Foreclosure Proceedings, certain owners of foreclosed properties have tendered offers to re-purchase County's right of foreclosure obtained in certain Tax Foreclosure proceedings, by depositing in trust with the County funds in an amount equal to all the tax, penalties, and interest, together with the County's established administrative fee, and

Whereas, The said owners and the amounts deposited are set forth in Exhibit "A" which is hereby incorporated herein, and made a part hereof.

Now, Therefore, Be it Resolved, that Pursuant to Section 1.6 of the Administrative Regulations for the Sale of Real Property Acquired by the County Pursuant to Real Property Tax Foreclosure Proceedings, the Board of Legislators does hereby approve of the re-purchase of the County's right of foreclosure to those individuals set forth in Exhibit "A", in considerations of the amounts paid by such individuals as shown on said Exhibit, and be it further

Resolved, That the County Attorney is hereby authorized to file with the Court a motion seeking an Order to vacate the Judgment of Foreclosure, discontinuing the *in rem* tax foreclosure action and cancelling the Notice of Pendency of such action in regard to the respective parcel(s) of property.

Seconded by Legislator: Philip N. Reed, Sr.

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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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**EXHIBIT A**

**Jefferson County Delinquent Tax Buybacks - As of 06/14/24**

<b>TOWN</b>	<b>PARCEL #</b>	<b>NAME</b>	<b>TAXES PAID</b>
Alexandria	14.15-1-84	Waterfowl Demolition Corp	3607.44
Brownville	73.73-1-37	Schuerfeld, Jami	12782.15
Brownville	80.09-1-13.2	Keith R. Tuttle	13481.89
Brownville	72.07-1-35.1	Michael & Michelle Robbins	5009.13
Ellisburg	129.00-2-32	Shawn Fuller	996.57
Ellisburg	118.00-2-12.31	Albert C. Stevens	9249.51
Ellisburg	112.16-1-20	Tyler Dowe	15944.78
Leray	74.12-1-70.1	BL Real Property LLC	299366.99
Leray	74.12-1-62	BL Real Property LLC	88627.88
Leray	55.64-1-1.91	James Obrien	5304.38
Lyme	61.13-1-34	Patrick J. Fasano	14008.98
Orleans	53.00-1-17.2	Ken Cote	3138.94
Pamelia	64.00-2-32.3	Steven M. Cole(Walter Knox Cole, Jr.)	104.03
Theresa	15.00-1-60.3	Alan J. & Robert J. Slate	1997.57
Wilna	86.31-2-2	Terry Campany	1859.68
Wilna	86.40-2-39	H & S Property Professionals	6172.74
Wilna	66.00-2-11.1	Ricky & Kelly Swem	685.70
Wilna	76.26-1-39.1	Gladys Palladino	13417.44
Worth	126.00-1-14.3	Joel G. Beers	154.92
		Total	495910.72

**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. 191**

Authorizing An Increase in Passport Photo Fees

By Legislator: Robert D. Ferris

Whereas, The County Clerk provides the service of taking passport photos, and

Whereas, The costs associated with providing passport services include staff time, photo paper, photo printer maintenance and repair, ink, electrical cords, backdrops, photo cutter, and a camera that is currently in need of replacement, and

Whereas, The County Clerk is requesting an increase in passport photo fee from \$10.00 to \$15.00, and

Whereas, Based on the 2023 numbers, the change would result in an annual increase in revenue of approximately \$2,735 to aid in covering expenses, and

Whereas, A \$15.00 fee is consistent with fees by other organizations in the area for the same service.

Now, Therefore, Be It Resolved; That the Board of Legislators does hereby authorize the County Clerk's Passport Photo Fee to be raised to \$15.00 per photo.

Seconded by Legislator: Daniel R. McBride

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

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

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

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Clerk of the Board of Legislators

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COUNTY OF JEFFERSON

Local Law Intro. Number I of 2024

A LOCAL LAW AUTHORIZING BEST VALUE AWARD METHODOLOGY IN THE COMPETITIVE BIDDING PROCESS FOR PUBLIC CONTRACTS.

By Legislator: John D. Peck

BE IT ENACTED by the County Legislature of the County of Jefferson as follows:

Section 1. Findings and Intent

Enactment of this legislation provides additional procurement options to localities in ways that may expedite the procurement process and result in cost savings. The “best value” standard for selecting goods and services vendors, including janitorial and security contracts, is critical to efforts to use strategic sourcing principals to modernize the supply chain and ensure that taxpayers obtain the highest quality goods and services at the lowest potential cost, while also ensuring fairness to all competitors. . . Taxpayers are not well served when a public procurement results in low unit cost at the onset, but ultimately engenders cost escalations due to factors such as inferior quality, poor reliability and difficulty of maintenance. Best value procurement links the procurement process directly to the municipality's performance requirements, incorporating selection factors such as useful life span, quality and options incentives for more timely performance and/or additional services. Even if the initial expenditure is higher, considering the total value over the life of the procurement may result in a better value and long-term investment of public funds. Best value procurement also encourages competition and, in turn, often results in better pricing, quality and customer service. Fostering healthy competition ensures that bidders will continue to strive for excellence in identifying and meeting municipalities' needs, including such important goals as the participation of small, minority and women-owned businesses, and the development of environmentally-preferable goods and service delivery methods. Best value procurement will provide much-needed flexibility in obtaining important goods and services at favorable prices, and will reduce the time to procure such goods and services. (NYS Assembly Bill Memo A08692, 2012)

Section 2. Definitions.

“Best Value” means the basis for awarding contracts for good and services to the offerer which optimizes quality, cost, and efficiency, among responsive and responsible offerers. In assessing best value, non-price factors can be considered when awarding the purchase contract. Non-price factors can include, but are not limited to, reliability of a product, efficiency of operation, difficulty/ease of maintenance, useful lifespan, ability to meet needs regarding timeliness of performance, and experience of a service provider with similar contracts. Such

basis shall reflect, whenever possible objective and quantifiable analysis. Such basis may also identify a quantitative factor for offerers that are small businesses or certified minority or women-owned enterprises as defined in subdivision one, seven, fifteen and twenty of section three hundred ten of the Executive Law to be used in evaluation of offers for awarding of contracts for services. NYS Finance Law §163.

### Section 3. Requirements

- A. Where the basis for award is the best value offer, the Jefferson County Purchasing Director (hereinafter "Purchasing Director") shall document, in the procurement record and in advance of the initial receipt of offers, the determination of the evaluation criteria, which whenever possible, shall be quantifiable, and the process to be used in the determination of best value and the manner in which the evaluation processes and selection shall be conducted.
- B. The Purchasing Director shall establish a formal sealed competitive bidding procurement procedure in accordance with General Municipal Law and the County of Jefferson's procurement policy and document its determination in the procurement record. The process shall include, but is not limited to, a clear statement of need; a description of the required specifications governing performance and related factors; a reasonable process for ensuring a competitive field; a fair and equal opportunity for offerers to submit responsive offers; and a balanced and fair method of award. Where the basis of the award is best value, documentation in the procurement record shall, where practicable, include qualifications of the application of the criteria to the rating of proposals and the evaluation results, or, where not practicable, such other justification which demonstrates that best value will be achieved.
- C. The solicitation shall prescribe the minimum specifications or requirements that must be met in order to be considered responsive and shall describe and disclose the general manner in which the evaluation and selection shall be conducted. Where appropriate, the solicitation shall identify the relative importance and/or weight of cost and the overall technical criterion to be considered by the County of Jefferson in its determination of best value.
- D. Purchasing Director shall develop procedures that will govern the award of contracts on the basis of "best value". These procedures shall be included in the Jefferson County Administrative Code. Best value awards shall not be used for public works purchase contracts under Article 8 of the Labor Law, where otherwise prohibited by state law or in any circumstances where federal or state funding or contractual requirements contain separate competitive bidding requirements.

Section 4. Severability.

If any clause, sentence, paragraph, subdivision, section, or part of this law or the application thereof to any person, individual, corporation, firm, partnership, entity, or circumstance shall be adjudged by a court of competent jurisdiction to be invalid or unconstitutional, such order or judgment shall not affect, impair or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, section or part of this law, or in its application to the person, individual, corporation, firm, partnership, entity, or circumstances directly involved in the controversy in which such order or judgement shall be rendered.

Section 5. Effective Date.

This Local Law Shall be effective immediately upon its filing with the New York State Secretary of State.

Seconded by Legislator: Robert D. Ferris

**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. 192**

Setting Time and Place for Public Hearing on Local Law Intro. No. I of 2024

By Legislator: Daniel R. McBride

Resolved, That this Board of Legislators shall hold a public hearing on a proposed local law entitled "A Local Law Authorizing Best Value Award Methodology in the Competitive Bidding Process for Public Contracts." on August 6, 2024 at 6:00 p.m. in the Board of Legislators Chambers, 195 Arsenal Street, Watertown, NY, and be it further

Resolved, That the Clerk of the Board of Legislators shall give notice of said public hearing as required by law.

Seconded by Legislator: Robert D. Ferris

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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\_\_\_\_.

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Clerk of the Board of Legislators

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**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. 193**

Approving Amended Jefferson County Administrative Policies and Procedures  
Relative to Purchasing Policy and Control

By Legislator: Robert D. Ferris

Whereas, Local Law No. 10 of 1986, as amended, provides that the County Administrator shall promulgate such administrative regulations and procedures as may be authorized by the Board of Legislators, and

Whereas, It is the desire of the Board of Legislators to authorize the amendment of administrative policies and procedures for Purchasing Policy and Control which will replace those policies and procedures revised in 2018.

Now, Therefore, Be It Resolved, That the amended Administrative Policy Section: Purchasing, Subsection: 4.01 **Policy and Control** is hereby approved and by reference incorporated herein, and its promulgation and implementation by the County Administrator is authorized, effective immediately.

Seconded by Legislator: Daniel R. McBride

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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 \_\_\_\_.

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Clerk of the Board of Legislators

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## ADMINISTRATIVE MEMORANDUM POLICIES AND PROCEDURES

County of Jefferson Board of Legislators Office of the County Administrator

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Section: PURCHASING

Issued: 12/1991

Subsection: 4.01 Policy and Control

Revised: 6/2011, 12/2018, 7/2024

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1. The County's Purchasing Agent shall be responsible for the development and administration of a centralized and standardized purchasing system. The Purchasing function is delegated to the Purchasing Agent and the two Buyers in the Purchasing Department.
2. The purchasing policies and procedures shall be in accordance with all applicable state and local laws and regulations.
3. The Purchasing Department shall procure materials, equipment, supplies, and services as required, at the best possible prices, from responsible suppliers and providers and maintain appropriate supporting documentation and records.
4. The purchase of materials, equipment and supplies involving an estimated annual expenditure of \$20,000 or more and public works contracts involving an estimated annual expenditure of \$35,000 or more shall be awarded only after public advertising, and the solicitation of formal bids in compliance with General Municipal Law, Section 103.
5. The Purchasing Department shall be responsible for issuing Requests for Proposals once a determination is made that an RFP rather than a formal competitive bid is appropriate. The RFP shall include specific language that identifies the method of award.
6. Upon request, the Purchasing Department will work with County Departments to develop Professional Service Contracts. Such RFP's will be developed by the individual Department and Purchasing and issued through the Purchasing Department. All other Professional Service Contracts will be documented by the individual Department.
7. The Purchasing Department shall be responsible for all required public advertising and competitive bidding; shall be responsible for all bid solicitations and openings; shall secure and document the recommendations from the appropriate official for awarding bid contracts and shall award contracts within the annual appropriations authorized by the Board of Legislators.

*As required by General Municipal Law section 103-d, if competitive bidding is required by law, each bid must contain the following statement subscribed by the bidder and affirmed by such bidder as true under penalty of perjury: NON-COLLUSION CERTIFICATION By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid, each party thereto certifies as to its own organization, under*



*penalty or perjury, that to the best of knowledge and belief:*

*a. The prices in this bid have been arrived at independently without collusion, consultation, communication or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor;*

*b. Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and*

*c. No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit, a bid for the purpose of restricting competition.*

*d. Jefferson County will accept sealed bids by utilizing the following methods:*

- 1. In person*
- 2. Mail*
- 3. Electronically (excludes any purchase contracts necessary for the completion of a public works contract)*

*All bids must be delivered to the Purchasing office, as outlined on the County website, prior to the date and time specified in the bid solicitation. No late bids will be accepted. The electronic bidding process utilized by the County is compliant with General Municipal Law 103-d and with Article III of the State Technology Law, and article eight of the Labor Law, to ensure the integrity and privacy of the sealed bidding process.*

8. Equal Opportunity shall be provided to ensure full and open competition for all responsible suppliers to do business with the County. The Purchasing Department may solicit bids or quotations from any responsible vendor and may develop a list(s) of suppliers that may be used for the procurement of specific goods and services. Any responsible supplier may be included on the list upon request.
9. Vendors who are included on the NYS Department of Labor List of Debarred Contractors are not eligible to provide quotes or services to the County. The County does not provide a preference to any bidder who, after meeting all of the requirements of a bid, would not otherwise be entitled to a contract award as the lowest responsible bidder.
10. When formal bidding procedures are not required by law, quotations shall be solicited and appropriately documented.
11. Purchases may be made through available state contracts of the NYS Office of General Services, GSA, or in accordance with Sub. 3 of GML 103 which allows the purchases of materials, equipment or supplies, or the contract for services, other than services subject to Article nine of the Labor Law, through any municipality within New York State, whenever such purchases are in the best interest of the County.

a. Also, in lieu of obtaining quotations or issuing formal bids for the purchase of commodities or services not subject to Article 9 of the New York State Labor Law, the Purchasing Department is authorized to make such purchases using established national and regional cooperative contracts.

b. *As authorized by New York General Municipal Law 103, and in accordance with Jefferson County Local Law, purchase contracts may be awarded on the basis of best value, as defined in section 163 of the State Finance Law and as authorized in section 103 of the General Municipal Law, to a responsive and responsible bidder. When the bid specifications state that the bid will be awarded on the basis of "best value, the specifications will also include the criteria that will be used to award the bid. In assessing best value, when awarding the purchase contract, non-price factors can be considered. Non-price factors may include, but are not limited to, environmental benefits, energy efficiency, reliability of a product, efficiency of operation, difficulty/ease of maintenance, useful lifespan, ability to meet needs regarding timeliness of performance, and experience of a service provider with similar contracts.*

*The basis for "Best Value" shall reflect, wherever possible, objective and quantifiable analysis. Such basis may also identify a quantitative factor for offerors that are small businesses, certified minority- or women-owned business enterprises as defined in subdivisions one, seven, fifteen and twenty of section three hundred ten of the executive law or service-disabled veteran-owned business enterprises as defined in subdivision one of section forty of the veterans' services law to be used in evaluation of offers for awarding of contracts and services*

c. In Accordance with GML 103(6), surplus and second hand supplies, materials or equipment may be purchased without competitive bidding from the Federal Government, State of New York, or from any other political subdivision, district, or public benefit corporation.

d. *Blanket purchase orders are used for items which are frequently purchased from the same vendor on an "as needed" basis during a certain calendar period. A blanket purchase order eliminates the processing of many individual purchase orders and allows the departments flexibility in ordering and receiving commodities. The department(s) submitting blanket purchase requisitions for a particular commodity, on existing awarded county bid contracts, will not be allowed to purchase any other items on that blanket PO on the blanket purchase order issued. In such instances, the requesting department will be required to submit a separate purchase requisition.*

Although a Department may request a purchase be made using a particular contract source, the decision as to the appropriate contract to be used will be that of the Purchasing Department who will appropriately document the reason for the determination.

12. Jefferson County will allow all other municipalities within New York State to “piggyback” on the contracts of Jefferson County in accordance with GML 103.
13. Contractual agreements for the leasing and/or lease/purchase of equipment shall be awarded by the Purchasing Department, in conformance with the bidding requirements of GML 103 or solicitation of quotations, whichever is applicable, within the appropriations authorized by the Board of Legislators.
14. Working with the Director of Insurance, the County shall issue a competitive solicitation for the purchase of insurance coverage as required.
15. Supplies used by county departments shall be uniform whenever consistent with operational needs and in the interest of efficiency and economy.
16. Control involves not only compliance with required purchasing policy, but also affects the paperwork necessary. There are certain expenditures for which the processing of a purchase order may be unnecessary. The following expenses may be approved without purchase orders:
 

a) Employee expenses	f) Medical examinations and veterinarian fees
b) Reimbursement of petty cash funds	g) Interdepartmental charges
c) Utility bills	h) Intergovernmental charges
d) Legal notices	
e) Postage	
17. No official or employee shall be interested financially in any contract entered into by the County. All officials and employees shall comply with the provisions of the County's code of ethics, and Procurement Conflict of Interest policy.
18. The Purchasing Department shall make available to other municipalities within the County the opportunity to participate, whenever practicable, in the County's contracts or competitive bids.
19. ~~In the case of a public emergency arising out of an accident or other unforeseen occurrence or condition whereby circumstances affecting public buildings, public property or the life, health or safety or property of the inhabitants of the County requires immediate action which cannot await competitive bidding, public works contracts or purchase contracts may be authorized by the Purchasing Department.~~

*Pursuant to Section 103 (4) of the General Municipal Law, Emergency Purchases are granted as an exception to competitive bidding. The following criteria will be considered for emergency purchases: the situation must arise out of an accident or unforeseen occurrence or condition, the circumstances must affect public buildings, private property or the life, health, safety or property of the County's residents; and the situation must require immediate action which cannot await competitive bidding.*

*Generally, to meet this set of criteria, there must be a present, immediate and existing*

*condition which is creating an imminent threat or danger to public or private property or the life, health, safety, or property of the County residents, which requires immediate action to be taken. Further delay to comply with competitive bidding requirements is so detrimental to the public interest that it overcomes the strong public policy in favor of bidding. For consideration, the requisitioning department calls the Purchasing Director and gives the following information:*

- a. Reason for emergency purchase.*
- b. Department name and budget code.*
- c. Complete description and cost of services or materials to be purchased.*
- d. Name and address of recommended vendor.*

*The Purchasing Director or designee determines if the purchase is in fact an emergency. If so, a vendor will be selected. Vendors with immediate delivery of materials or services are given preference in the selection.*

20. In cases where a reasonably exhaustive and documented search discloses that a good or service is available only from a single vendor or in cases where there is common knowledge of the existence of a monopolistic situation for a particular good or service being sought, that good or service may be purchased from a single identified vendor or supplier without competitive bidding or solicitation of quotations. The Board of Legislators may also approve the standardization of a particular product based upon the recommendation of the Purchasing Department.

*As provided by section 103 of GML, sole source purchase are permitted when there is only one valid source to procure goods and services. Justification for sole source purchases includes purchase order is made to the original manufacturer or provider; there are no regional distributors, or parts/equipment are not interchangeable with similar parts of another manufacturer, or it is the only known item that, till meet the specialized needs of the department or perform the intended function; purchases required by contractual obligations; or standardization approved by the County Legislature.*

- a. Whenever a Department Head believes that materials or services they require are available from a sole source vendor, he/she shall complete a purchase requisition and forward it to the Purchasing Director or designee for approval. Documentation must be attached to the requisition.*
- b. When the Purchasing Department determines a sole source vendor, documentation must be attached to the requisition.*
- c. Following approval, the purchase requisition will be processed in the normal procedure.*

21. All purchases made using state or federal funding must be completed and monitored according to the Uniform Administrative Requirement Cost Principles, and Audit Requirements for Federal Award (2CFR 200). Reference Appendix A.
22. Instances of failure to comply with this policy as identified by the County Auditor shall be reported to the County Administrator. The County Administrator shall keep the Board Chairman and the jurisdictional committee apprised of non-compliance and initiate

corrective action. Any questions relative to the intent or clarification of the policy contained herein shall be subject to a determination of the Board of Legislators if determined to be necessary or appropriate.

## **GUIDELINES:**

Purchasing is a term used to describe the activities of obtaining materials, equipment and supplies of the right quality, from a qualified source at a competitive price.

The responsibility and authority for purchasing and all of the accompanying functions have been assigned to the Purchasing Department, under the direction of the Purchasing Agent.

The following definitions apply to the purchasing system and policy:

1. *"Best Value" shall mean the basis for awarding contracts for services to the offeror, which optimizes quality, cost and efficiency, among responsive and responsible offerors.*
2. *A "Blanket Purchase Order" shall mean a purchase order which is used to one vendor for a specific period for items frequently purchased*
3. "Competitive Bid" shall mean a formal written statement by a vendor setting forth their terms under which the vendor will furnish supplies or services. Competitive bid requirements and limits are established by state statute.
4. *"Collusion" shall mean actions, contrary to law, of two or more persons to determine in advance the winning bidder or proposer of a contract, let, or to be let, for competitive bidding or proposals by the County or any other such acts prohibited by law.*
5. *An "Emergency Purchase" shall mean an exception to the competitive bidding process due to unforeseen circumstances that poses an immediate threat to life, health, safety, or property to the County residents*
6. *"Electronic Bidding" shall mean sealed bids delivered to the Purchasing Office prior to the bid opening date, following the delivery method described by the County (sealed bids sent to the Purchasing Office via mail or in person will continue to be accepted.)*
7. "Purchase Order" shall mean a formal notice to a vendor to furnish the supplies or services described in detail thereon.
8. "Quotation" shall mean an informal notice (either oral or written) by a vendor setting forth the terms under which he will furnish supplies or services.
9. "Request" shall mean a request to the Purchasing Agent for one or more items or services necessary to carry on or improve a particular function.
10. "Requestor" shall mean the Department head, or his authorized subordinate, initiating a request for goods or services.
11. *"Sole Source" shall mean a procurement in which only one supplier can supply the required commodities or services*
12. "Specifications" shall mean a written description of needed supplies, equipment or services setting forth in a clear and concise manner the characteristics of the items and/or services to be purchased and the circumstances under which the purchase will be made.
13. "Vendor" shall mean a supplier of goods or services.

**REFERENCES:**

1. County Law: Sections 362 (3), 408-a, 625
2. General Municipal Law: Sections 103, 103-d, 103 (4), 104, 104b, 105, 106
3. Jefferson County Board of Supervisors Resolution No. 353 of 1988 and No. 338 of 1991
4. Jefferson County Board of Legislators Resolution No. 105 of 2011 and 264 of 2018
5. *New York State Technology Law: Section III*
6. *New York State Labor Law: Section 8*
7. *Jefferson County Board of Legislators Resolution No. of 2024*

**ISSUED:** December 13, 1988

**REVISED:** December 19, 1991; June 7, 2011; December 11, 2018; *July 2, 2024*

Robert F. Hagemann III  
County Administrator

## APPENDIX A

### FEDERAL PURCHASING REGULATIONS

Any purchases to be made using State or Federal funding must be completed and monitored according to the Uniform Administrative Requirement, Cost Principles, and Audit Requirements for Federal Award (2 C.F.R. 200).

A link to the CFR can be found on the Jefferson County website.

All Federal Grant usage within Jefferson County is subject to these policies and procedures due to the fact that Jefferson County exceeds the annual threshold for this requirement.

For the purchasing of goods and services using Federal funding, all Jefferson County Purchasing Policies and Procedures are to be followed.

In addition, the following procedures must be followed:

1. Vendors must be vetted using the U.S. Federal Government's System for Award Management (SAM) before the purchase and/or contract is completed. Vendors must be run through this system before each purchase to ensure that they are not suspended or debarred from federally funded transactions. If a department is going to make a purchase using Federal funding, they must notify either the Purchasing Department or the County Treasurer and request a vendor check before the purchase is made. All vendors will be required to register on the SAM website.
2. Bonding Requirements for work performed are as follows:
  - a. Bid Bond 5% of total bid
  - b. Performance Bond 100% of total bid
  - c. Payment Bond 100% of total bid

It is the responsibility of the requesting Department Head to ensure that all Federal Purchasing Regulations are followed for the purchase and the monitoring of contractor performance as a result of that purchase.

**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. 194**

Approving Appointment/Re-Appointments to the Sports Fishery Advisory Board

By Legislator: Philip N. Reed, Sr.

Resolved, That, pursuant to Section 235 of the County Law and Resolution No. 87 of 2008, the following individuals are hereby appointed/re-appointed by the Chairman of this Board to the Sports Fishery Advisory Board for terms to expire December 31, 2025:

Re-Appointments

Ken Carmon	Inland Waters
Larry Rogers	Inland Waters
John Hardy	Lake Ontario
Burnie Haney	Lake Ontario
Mitch Franz	Lake Ontario
Joe Snyder	St. Lawrence River

New Appointment

Kevin Legg	St. Lawrence River
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Non Voting Members

Corey Fram	Thousand Islands Regional Tourism Development Corp.
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Seconded by Legislator: Daniel R. McBride

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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. 195**

Appointing County Auditor

By Legislator: Philip N. Reed, Sr.

Resolved, That pursuant to Section 600 of the County Law, Stefanie L. LaPier be and is hereby appointed as County Auditor for a term to commence on August 5, 2024 and expire December 31, 2025, and pursuant to Section 401 of County Law is hereby authorized to appoint a Deputy County Auditor, and be it further

Resolved, That the appointment be set at an annual salary of \$92,074 (Grade 5-B) of the Management Schedule, and 10 vacation days and 10 sick days will be provided in addition to the benefits outlined in the County's Employment Policy Manual for Management Employees.

Seconded by Legislator: Daniel R. McBride

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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 \_\_\_\_.

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Clerk of the Board of Legislators

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**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. 196**

Authorizing Lease with the Air Methods Corporation for the Use of Airport Air Ambulance Facility

By Legislator: Christopher S. Boulio

Whereas, The County of Jefferson owns and operates the Watertown International Airport, and

Whereas, Air Methods Corporation provides commercial air ambulance services, and

Whereas, By Resolution 159 of 2012, 168 of 2013, and 73 of 2018, this Board of Legislators authorized lease agreements with Air Methods Corporation for use of a hangar and adjacent land for a trailer as part of its business activity, and

Whereas, Air Methods would like to enter into a new lease agreement for the newly constructed Air Ambulance hangar with Jefferson County.

Now, Therefore, Be it Resolved, That Jefferson County enter into a lease agreement with Air Methods Corporation for the amount of \$4,800 per month for the period October 1, 2023 through February 28, 2025 and \$4,890 per month for the period of March 1, 2025, through September 30, 2025, and be it further

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

Seconded by Legislator: Daniel R. McBride

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

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

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

---

Clerk of the Board of Legislators

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**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. 197**

Amending the 2024 County Budget Relative to Insurance and Equipment Replacement in  
Recycling & Waste Management

By Legislator: Philip N. Reed, Sr.

Whereas, The cost for insurance at the Recycling & Waste Management Department was budgeted for \$15,000, however the actual cost has increased by approximately \$12,000, over that amount, and

Whereas, The 15 year-old Prentice Loader used to load MSW at Recycling & Waste Management is beyond repair, and the Highway Superintendent is recommending that it be replaced with an excavator/track hoe having a specialized bucket/grapple, and

Whereas, The 2024 County Budget needs to be amended for these purposes.

Now, Therefore, Be It Resolved, That the 2024 County Budget is hereby amended as follows:

**Increase:**

15000000 30599	Appropriated Fund Balance	\$320,000
Expenditures		
15816000 04219	Insurance	\$ 12,000
15816000 02464	Track Hoe	308,000

Seconded by Legislator: Steel E. Potter

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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. 198**

Amending the 2024 County Budget and Capital Plan in Relation to the  
Highway Department Consolidated Local Street and Highway Improvement Funds

By Legislator: Philip N. Reed, Sr.

Whereas, The New York State Governor and Legislature have reached an agreement on the State FY 2024-2025 Consolidated Local Street and Highway Improvement Program (CHIPS), and

Whereas, The funding for Jefferson County includes \$3,000,000 over and above the 2024 Adopted County Budget apportioned across regular CHIPS, paving and extreme winter recovery, and

Whereas, The County Highway Superintendent has requested that this additional revenue be recognized and appropriated into various Highway Department and Capital accounts.

Now, Therefore, Be It Resolved, That the 2024 County Budget is hereby amended as follows:

**Increase:**

Revenue		
05900300 93501	Consolidated Highway Aid	\$3,000,000
Expenditure		
05511000 04686	Hired Machines	\$ 500,000
05511200 04930	Paving County Roads	1,500,000
20511300 02810	Yellow Flagged Repair	1,000,000
Transfers		
05995000 09007	Transfer to Capital Bridges	\$1,000,000
20900600 950315	Interfund Transfer Roads	1,000,000

and be it further

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

Seconded by Legislator: Daniel R. McBride

**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. 199**

Authorizing the County of Jefferson to Accept Real Property Obtained by the  
State of New York Relative to the Weaver Road Over Skinner Creek Bridge Replacement  
Project; PIN 7754.04, BIN 3339470

By Legislator: Steel E. Potter

Whereas, The County of Jefferson has a project for the bridge replacement (BIN 3339470) on  
Weaver Road in the Town of Ellisburg, Jefferson County, and

Whereas, This project required acquisition of real property and Jefferson County requests New  
York State Department of Transportation acquire the necessary lands as shown on attached Map  
1, Parcel 1 Fee; Map 1, Parcel 2 Fee; and Map 1, Parcel 3 PE; Map 1, Parcel 4 PE, and

Whereas, The County of Jefferson owns and maintains the affected portion of Weaver Road, and

Whereas, The State of New York has requested that the County agree to accept the real property.

Now, Therefore, Be It Resolved, That upon completion of the Weaver Road over Skinner Creek  
bridge project, the County of Jefferson is hereby authorized to accept the real property acquired  
by the State of New York for the project, as described herein, and agrees to accept all  
responsibility, maintenance and jurisdiction of said property, and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized and directed to  
enter into agreements or any other documents to carry out the intent of the Resolution, with the  
approval of the County Attorney as to form and content.

Seconded by Legislator: Philip N. Reed, Sr.

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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\_\_\_\_.

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Clerk of the Board of Legislators

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**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. 200**

Authorizing the County of Jefferson to Accept Real Property Obtained by the  
State of New York Relative to the Oxbow-Rossie Road Over Vrooman Creek Bridge  
Replacement Project; PIN 7754.03, BIN 3339450

By Legislator: Daniel R. McBride

Whereas, The County of Jefferson has a project for the bridge replacement (BIN 3339450) on Oxbow-Rossie Road in the Town of Antwerp, Jefferson County, and

Whereas, This project required acquisition of real property and Jefferson County requests New York State Department of Transportation acquire the necessary lands as shown on attached Map 1, Parcel 1 Fee; Map 1, Parcel 2 Fee; and Map 3, Parcel 5 Fee; Map 5, Parcel 8 Fee; Map 5, Parcel 9 Fee; Map 5, Parcel 10 PE; and Map 7, Parcel 13 Fee, and

Whereas, The County of Jefferson owns and maintains the affected portion of Oxbow-Rossie Road, and

Whereas, The State of New York has requested that the County agree to accept the real property.

Now, Therefore, Be It Resolved, That upon completion of the Oxbow-Rossie Road over Vrooman Creek bridge project, the County of Jefferson is hereby authorized to accept the real property acquired by the State of New York for the project, as described herein, and agrees to accept all responsibility, maintenance and jurisdiction of said property, and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized and directed to enter into agreements or any other documents to carry out the intent of the Resolution, with the approval of the County Attorney as to form and content.

Seconded by Legislator: Philip N. Reed, Sr.

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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. 201**

Authorizing the County of Jefferson to Accept Real Property Obtained by the  
State of New York Relative to the County Route 97 & Brown Road Over Fish Creek Bridge  
Replacement Project; PIN 7753.93, BINS 3338770 & 2220150

By Legislator: Steel E. Potter

Whereas, The County of Jefferson has a project for the bridge replacement (BINS 33398770 & 2220150) on County Route 97 & Brown Road in the Town of Rodman, Jefferson County, and

Whereas, This project required acquisition of real property and Jefferson County requests New York State Department of Transportation acquire the necessary lands as shown on attached Map 1 - Parcel 1 Fee; Map 2, Parcel 2 Fee; and Map 3, Parcel 3 Fee; Map 3, Parcel 4 Fee; Map 4, Parcel 5 Fee; Map 5, Parcel 6 Fee; and Map 6, Parcel 7 Fee, and

Whereas, The County of Jefferson owns and maintains the affected portion of County Route 97, and

Whereas, The State of New York has requested that the County agree to accept the real property.

Now, Therefore, Be It Resolved; That upon completion of the County Route 97 & Brown Road bridge project, the County of Jefferson is hereby authorized to accept the real property acquired by the State of New York for the project, as described herein, and agrees to accept all responsibility, maintenance and jurisdiction of said property, and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized and directed to enter into agreements or any other documents to carry out the intent of the Resolution, with the approval of the County Attorney as to form and content.

Seconded by Legislator: Corey Y. Grant

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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\_\_\_\_.

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Clerk of the Board of Legislators

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**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. 202**

Designating a Certifying Officer for the 2024 Community Development Block Grant Award

By Legislator: Steel E. Potter

Whereas, Jefferson County will apply for a grant from the New York State Office of Community Renewal (OCR) through its 2024 Community Development Block Grant program to fund a housing rehabilitation program to benefit eligible home owners throughout the County, and

Whereas, In accordance with the National Environmental Policy Act of 1969 and the related authorities listed at 24 CFR Part 58, the County is required to conduct an environmental review before grant award funds are released, and

Whereas, The NYSOCR, as the agency responsible for administering HUD funding in New York State, requires that local communities administering said programs must designate a Certifying Officer with authority to monitor compliance with the environmental review process.

Now, Therefore, Be It Resolved, That Michael J. Bourcy, Director of the Jefferson County Department of Planning is hereby appointed as Certifying Officer for Jefferson County with authority to monitor compliance with 24 CFR Part 58 of the federal regulations for the 2024 grant, and be it further

Resolved, That any problems or complaints related to this compliance shall be reported to the County Administrator, who will determine what action is required under the regulations.

Seconded by Legislator: Christopher S. Boulio

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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\_\_\_\_.

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Clerk of the Board of Legislators

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**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. 203**

Authorizing Agreement in Relation to the State Alternatives to Incarceration  
(Pre-Trial Release) Program Funding

By Legislator: Philip N. Reed, Sr.

Whereas, New York State Division of Criminal Justice Services Alternatives to Incarceration has awarded Jefferson County \$8,867 for the operation of a Pre-Trial Release Program during the period July 1, 2024 through June 30, 2025, and

Whereas, The County must enter into an agreement with New York State to receive these grant funds, and

Whereas, Said grant funding is included in the Adopted County Budget, and

Whereas, Jefferson County does hereby commit to providing 50% matching funds for operation of the Alternatives to Incarceration Program.

Now, Therefore, Be It Resolved, That Jefferson County hereby accepts the \$8,867, and authorizes the Chairman of the Board of Legislators to execute any and all documents as may be required to fulfill the requirements of this grant award, subject to approval by the County Attorney as to form and content.

Seconded by Legislator: Christopher S. Boulio

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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. 204**

Amending the 2024 County Budget in Relation to Insurance Premiums for the Public Safety Building

By Legislator: Steel E. Potter

Whereas, Insurance Premiums for the Public Safety Building increased significantly over previous years costs, and

Whereas, The increase is due to property coverage rates unexpectedly rising from \$.10 per \$100 to \$.175 per \$100 of property value, and

Whereas, Due to the unanticipated increase, it is necessary to amend the 2024 County Budget to fund building insurance costs.

Now, Therefore, Be It Resolved, That the 2024 County Budget is hereby amended as follows:

**Increase:**

01162100 04219	Insurance	\$20,629
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**Decrease:**

01162100 04214	Utilities	\$20,629
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Seconded by Legislator: Corey Y. Grant

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

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

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

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

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**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. 205**

Authorizing an Agreement with New York State Division of Criminal Justice Services in  
Relation to FY 2024-2025 Law Enforcement Technology (LETECH) Program and  
Amending the 2024 County Budget in Relation Thereto

By Legislator: Philip N. Reed, Sr.

Whereas, New York State Division of Criminal Justice Services (DCJS) has awarded Jefferson County Sheriff's Department a grant for the State's Law Enforcement Technology (LETECH) Program for FY 2024-2025, and

Whereas, The Grant totals \$70,000 and is provided to Jefferson County to assist in the acquisition of law enforcement technology and equipment, and

Whereas, The funding will be utilized for a Live Scan machine, including installation, software, and maintenance, and

Whereas, The balance of the funding will be utilized for laptops for the department, and

Whereas, The 2024 County Budget needs to be amended to accept the grant and allocate the funding in the proper accounts.

Now, Therefore, Be It Resolved, That Jefferson County hereby accepts said \$70,000 grant and the Chairman of the Board is hereby authorized to electronically execute any and all documents as may be required to fulfill the requirements of this grant award on behalf of Jefferson County, and be it further

Resolved, That the 2024 County Budget is hereby amended as follows:

**Increase:**

Revenue

01311000 93389	StAid Other Public Safety	\$70,000
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Expenditures

01311000 02100	Equipment	\$40,000
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01311000 04111	Trackable Durable Expendables	14,257
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01311000 04114	Maint/Repair	15,743
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Seconded by Legislator: Daniel R. McBride

**JEFFERSON COUNTY BOARD OF LEGISLATORS**

**Resolution No. 206**

Authorizing an Agreement with GYMO, Architecture, Engineering, and Land Surveying, D.P.C.  
for Architectural and Grant Services Related to Dog Control

By Legislator: Steel E. Potter

Whereas, Agriculture & Markets Law Article 26-C establishes responsible, uniform, and effective standards for the care of cats and dogs in animal shelters to ensure public trust and provide increased protection for such animals while in the care of such facilities, and

Whereas, The Jefferson County Dog Control Building will require renovations to become compliant with recent changes to Article 26-C, and

Whereas, Resolution 279 of the year 2021 and Resolution 135 of the year 2023 appropriated American Rescue Plan Act (ARPA) funding for Dog Control, and

Whereas, The Companion Animal Capital Projects Fund provides funding to aid facilities in becoming compliant with the changes to Article 26-C, and

Whereas, It is beneficial for applicants to have details of proposals prepared, therefore Jefferson County seeks to be proactive with conceptual architectural planning as grant funding is awarded on a competitive basis, and

Whereas, Services will encompass architectural and grant preparation not only for immediate needs, but with the future of dog control in Jefferson County in mind, and

Whereas, GYMO has been the architect and engineer of record for the Dog Control Building and GYMO and its selected subcontractor have a proven track record of success in securing the aforementioned grant funding, and

Whereas, Fee for services for the Agreement total \$113,600, with Phase I for conceptual planning and grant application totaling \$30,900, and the remainder of the Agreement subject to grant award and County options.

Now, Therefore Be It Resolved, That Jefferson County hereby authorizes the Chairman of the Board of Legislators to execute an agreement with GYMO, Architecture, Engineering, and Land Surveying, D.P.C., subject to approval by the County Attorney as to form and content.

Seconded by Legislator: Corey Y. Grant

**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. 207**

Authorizing An Agreement for the Provision of Caregiver Services Program to Provide Music Therapy for Older Adults who receive Respite Services and Amending the 2024 County Budget in Relation Thereto

By Legislator: Frances A. Calarco

Whereas, Music Therapy is structured to promote memory recall, stimulate imagination and encourage physical movement and interaction for seniors experiencing memory loss, cognitive decline, dementia and Alzheimers, and

Whereas, Jefferson County desires to contract for the provision of Music Therapy from Memcara CareSuite Program under Homemaker Services for caregivers of Older Adults and Respite Haven Program.

Now, Therefore, Be it Resolved, That the Chairman of the Board of Legislators be and is hereby authorized to execute such agreement on behalf of Jefferson County, for the period of July 1, 2024 through December 31, 2024 with the approval of the County Attorney as to form and content.

**Increase:**

Expenditure		
01677200 04112	Memberships/ Dues	\$5,400

**Decrease**

Expenditure		
01677200 04416	Contract Healthcare	\$5,400

Seconded by Legislator: Tina M. Bartlett-Bearup

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

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

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

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Clerk of the Board of Legislators

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**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. 208**

Amending An Agreement for Provision of Respite Services with the Alzheimer's Disease and Related Disorders Association, Inc

By Legislator: Frances A. Calarco

Whereas, By Resolution 252 of 2022 Jefferson County authorized an Agreement for provision of respite services through the Office for the Aging with the Alzheimer's Disease and Related Disorders Association, Inc, d/b/a Alzheimer's Association Center New York (CNY Chapter), for the period of July 1, 2022 through June 30, 2027, and

Whereas, Persons diagnosed with Alzheimer's disease often require invaluable caregiver services in order to remain safely in their homes, and

Whereas, The Alzheimer's Disease and Related Disorders Association, Inc, d/b/a Alzheimer's Association Center New York (CNY Chapter) has been awarded a Caregiver support Initiative grant from the New York state Department of Health, to provide funding resources for the caregiver of a person diagnosed with Alzheimer's disease or a related dementia, including respite services, and

Whereas, Per the Caregiver support Initiative grant, CNY Chapter is proposing to increase the amount for Respite Caregiver Services from \$22,000 to \$24,000 for the period January 1, 2024 – June 30, 2024.

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

Seconded by Legislator: Christopher S. Boulio

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

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

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

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

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**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. 209**

Appointing Member to the Office for the Aging Advisory Council

By Legislator: Tina M. Bartlett-Bearup

Resolved, That, pursuant to Title III of the Older Americans Act, as amended, the below listed individual is hereby appointed as a member of the Advisory Council of the Jefferson County Office for the Aging for a three (3) year term to expire as follows:

<u>Member</u>	<u>Term Expires</u>
Debra Doyle	12/31/2026

Seconded by Legislator: John D. Peck

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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 \_\_\_\_.

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Clerk of the Board of Legislators

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**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. 210**

Authorizing An Agreement for Provision of Certain Professional Services  
to the Medical Examiner's Office

By Legislator: John D. Peck

Whereas, It is desirable to have Pathologists/Forensic Pathologists available for backup to support the operation of the Jefferson County Medical Examiner (M.E.) Program while the medical examiner position is vacant, and during those times when the Jefferson County M.E. is out of the area on vacation, on medical leave or other unexpected absences, and in instances involving complicated deaths, and

Whereas, By Resolution 240 of 2020, and Resolutions 60 and 280 of 2023, this Board of Legislators authorized agreements for similar contracted services.

Now, Therefore, Be It Resolved, That the Chairman of the Board is hereby authorized to execute an Agreement with Paul D. Gosink, MD, Pathologist on an as needed basis for the provision of professional autopsy and testing services for the term of July 2, 2024 through December 31, 2025, at the rates listed below, on behalf of Jefferson County, subject to approval of the County Attorney as to form and content.

<u>Service</u>	<u>Charge</u>
Record Review	\$ 250.00
External Examination	\$1,200.00
Full Autopsy	\$2,000.00

Seconded by Legislator: Frances A. Calarco

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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. 211**

Accepting Funding and Authorizing an Agreement in Connection With  
Public Health Emergency Preparedness Program

By Legislator: John D. Peck

Whereas, The Jefferson County Public Health Service (JCPHS) has been allocated \$90,122 for a one (1) year term renewal from the Centers for Disease Control (CDC) and Health Research Inc. (HRI) of the New York State Department of Health (NYSDOH) for the period of July 1, 2024 through June 30, 2025, to improve its preparedness to address Public Health emergencies, and

Whereas, These funds will be used to improve capacities to respond to public health threats pursuant to guidelines developed by the CDC and NYSDOH, and

Whereas, The Public Health Emergency Preparedness Plan and other improvements will require use of existing personal services authorized in the 2024 Budget, purchase and payment of certain operating expenses, all to be 100% funded by the grant.

Now, Therefore, Be It Resolved, that Jefferson County hereby accepts such funding covering the period of July 1, 2024 through June 30, 2025, contingent on continued state and federal funding, and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized to sign any and all documents necessary to accept such funding and to execute a renewal agreement with HRI/NYSDOH, subject to approval by the County Attorney as to form and content.

Seconded by Legislator: Frances A. Calarco

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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. 212**

Amending the 2024 County Budget Relative to Public Health Department Accounts  
For the Purchase of Wastewater Sampler Equipment

By Legislator: Christopher S. Boulio

Whereas, By Resolution No. 164 of 2021, this Board of Legislators accepted New York State Department of Health (NYSDOH) and Health Research Inc. (HRI) funding for Epidemiology Laboratory Capacity COVID-19 in the amount of \$387,316 for the period February 1, 2021 through March 31, 2023, and

Whereas, The NYSDOH and HRI notified Jefferson County of an amendment extending the contract period of the award through December 31, 2023, and by Resolution No. 332 of 2022, this Board of Legislators approved the amendment, and

Whereas, The NYSDOH and HRI notified Jefferson County of an additional amendment extending the contract period of the award further through July 31, 2024, and by Resolution No. 288 of 2023, this Board of Legislators approved the amendment, and

Whereas, HRI has approved utilizing the balance of funds for the purchase of wastewater sampler equipment to be utilized at the City of Watertown and the Villages of Carthage and West Carthage sewer treatment plants, and

Whereas, Jefferson County will be reimbursed for the wastewater sampler equipment purchased by the City of Watertown and the Villages of Carthage and West Carthage.

Now, Therefore, Be It Resolved, That the 2024 County Budget is hereby amended as follows:

**Increase:**

Revenue		
01405000 94489	Federal Aid Other Health	\$140,000

Expenditure		
01405100 02100	Equipment	\$140,000

Seconded by Legislator: John D. Peck

**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. 213**

Amending an Agreement with Center for Disease Detection for Laboratory Services  
in Connection with the Public Health Service Diagnostic and Treatment Center

By Legislator: Frances A. Calarco

Whereas, By Resolution No. 237 of 2020, this Board of Legislators authorized an agreement with the Center for Disease Detection for laboratory testing, and

Whereas, The Jefferson County Public Health Service Medical Director recommends expanding the array of testing offered.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute such amended agreement with Center for Disease Detection to provide the following laboratory testing services to the Jefferson County Public Health Service at the rates listed below for the period July 1, 2024 through December 31, 2025, on behalf of Jefferson County, subject to approval by the County Attorney as to form and content.

<u>Test</u>	<u>Charge</u>
Culture, Herpes without Reflex Typing	\$22.00
Culture, Herpes with Reflex Typing	\$31.90
HSV 1 / 2 DNA, Qualitative, PCR	\$31.90
HSV IgG Type 1	\$16.00
HSV 1gG Type 2	\$15.00

Seconded by Legislator: Christopher S. Boulio

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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. 214**

Appointing Member to Jefferson County Public Health Service  
Professional Advisory Committee

By Legislator: Frances A. Calarco

Resolved, That the following individual is hereby appointed as a member of the Professional Advisory Committee, as a mid-term replacement for Dr. Robert Kasulke, for a term to expire as indicated below:

<u>Member</u>	<u>Term to Expire</u>
Stephen T. Grybowski, MD	12/31/2025

Seconded by Legislator: John D. Peck

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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. 215**

Re-Appointing Member to Emergency Medical Services (EMS) Advisory Board

By Legislator: Tina M. Bartlett-Bearup

Resolved, That the following individual is hereby re-appointed as a member of the Emergency Medical Services (EMS) Advisory Board for term to expire as indicated below:

<u>Members</u>	<u>Term to Expire</u>
Lance Ronas	12/31/2025

Seconded by Legislator: Christopher S. Boulio

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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. 216**

Amending 2024 County Budget Relative to Additional Revenue From NYS Office of Children and Family Services for Enhanced Adult Protective Services

By Legislator: John D. Peck

Whereas, The NYS Office of Children and Family Services has awarded additional funding to Jefferson County through the American Rescue Plan Act of 2021: Grants to Enhance Adult Protective Services (APS) administered by the Administration for Community Living in the amount of \$10,000, and

Whereas, The Enhanced APS funding will be used to enhance, improve, and expand the ability of APS to respond to and investigate allegations of abuse, neglect, and exploitation of vulnerable adults, and

Whereas, Funding is available immediately and must be expended by September 30, 2024, and

Whereas, Funding will be used to assist APS clients with household needs, household goods and services, cleaning and sanitation services/supplies, and transportation assistance, and will additionally be used for training and portable technology to improve and support staff work in the field.

Now, Therefore, Be It Resolved, That the 2024 County Budget is hereby amended as follows:

**Increase:**

Revenue		
01601000 94610	Federal Aid Social Services Admin	\$10,000
Expenditure		
01601000 04118	Computer Hardware	\$ 1,000
01601000 04119	Computer Software	2,795
01601000 04613	Training	1,000
01601000 04624	Incidental Res/CInt/Inmte	5,205

Seconded by Legislator: Tina M. Bartlett-Bearup

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