

County of Jefferson
Office of the County Administrator



Historic Courthouse
195 Arsenal Street^{2nd} Floor
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November 22, 2024

TO: Members of General Services Committee

FROM: Ryan Piche, County Administrator

SUBJECT: General Services Committee Agenda

Please let this correspondence serve as notification that the General Services Committee will meet on **Tuesday, November 26, 2024 at 6:00 p.m.** in the Board of Legislators' Chambers.

Following is a list of agenda items for the meeting:

Presentation:

Transfer Station Use Rules - James Lawrence, Highway Superintendent
Kyle Rutigliano, Solid Waste Maintenance Supervisor

Resolutions:

1. Amending the 2024 County Budget in Relation to the Watertown International Airport
2. Authorizing An Agreement in Relation to Construction of the Watertown International Airport Parking Lot Lighting Improvement Project and Amending the 2024 County Budget and Capital Plan in Relation Thereto
3. Authorizing an Agreement for Janitorial Services for Jefferson County Office Buildings
4. Authorizing an Agreement with NICE Systems, Inc.
5. Authorizing an Agreement in Relation to the FY24 Emergency Management Performance Grant
6. Authorizing an Agreement and Amending the 2023 County Budget in Relation to the FY24 State Homeland Security Program (SHSP) Grant
7. Amending the 2024 County Budget in Relation to Road and Bridge Accounts
8. Amending the 2025 County Budget in Relation to the Recently Constructed Highway Administration and Engineering Building for Office Furnishings

9. Amending the 2024 County Budget Relative to Road Machinery Accounts
10. Authorizing the Implementation and Funding of 100% of the Costs of a Transportation Project (Replacement of Millens Bay Road over Shaver Creek), of Which Qualified Costs May Be Reimbursed from Bridge NY Funds, Appropriating Funds Therefor and Amending the 2024 County Budget and Capital Plan
11. Amending the 2024 County Budget for Recycling & Waste Management
12. Adopting Waste Hauler Permit Requirements, Permit Application, and Transfer Station Use Rules for Jefferson County Recycling and Waste Management
13. Authorizing Agreements in Connection with New York State Snowmobile Trails Grant-in-Aid Program and Amending the 2024 County Budget in Relation Thereto
14. Authorizing an Agreement with Rubenzahl, Knudsen & Associates for the Provision of Psychological Testing, Evaluation and Recommendations for Treatment of JDs, PINS at Risk of Out of Home Placement and Adult Sexual Offenders and for the Provision of Firearms Evaluations
15. Authorizing an Agreement with Securus Technologies, Inc. for Alcohol Monitoring Services to the Probation Department
16. Authorizing an Agreement with Thrive Wellness and Recovery (formerly known as Credo) for the Provision of Court Ordered Evaluations, Assessments, Treatment and Counseling
17. Authorizing an Agreement and Amending the 2025 County Budget in Relation to the State FY24 State Law Enforcement Terrorism Prevention Program (LETPP) Grant
18. Authorizing an Amended Agreement with Indian River School District for School Resource Officer
19. Authorizing an Amended Agreement with Primecare Medical of New York, Inc. for the Provision of Peer Support Services at the Jefferson County Correctional Facility

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

RP:jdj

Encs.

c:	Airport	Fire & Emerg. Mgmt./E911	Sheriff
	Building & Grounds	Highway/Recycling & Waste Mgmt.	Weights & Measures
	District Attorney	Planning	County Attorney
	Dog Control	Probation	County Treasurer
		Public Defender	

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Amending the 2024 County Budget in Relation to the Watertown International Airport

By Legislator: _____

Whereas, The Watertown International Airport requires transfers to cover anticipated expenses through the end of the year, and

Whereas, Additional overtime has been necessary to accommodate airline flight schedule changes and FBO activity, and other budget adjustments are also needed, and

Whereas, a Ground Power Unit (GPU) capable of supporting electrical energy for larger airline and military aircraft is recommended for purchase by the Airport Director to support additional sales and air service, and

Whereas, Funds are available within the Airport Budget, additional revenue has been identified from fuel sales, and the Director of Aviation recommends the following transfers to pay for associated expenses.

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

Increase:

Revenue

01561000 91776.	FBO Airp Sale of Fuel & Oil	\$110,000
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Expenditure

01561000 01300	Overtime	\$ 30,000
01561000 02068	Airport Ground Service Equipment	85,000
01561000 04407	Credit Card Fees	6,000
01561000 04416	Professional Fees	16,000
01561000 04575	Cost of Fuel and Oil Sales	40,000
01561000 08010	State Retirement	8,000
01561000 08030	Social Security	5,000

Decrease:

Expenditure

01561000 01100	Personal Services	\$ 43,000
01561000 04480	Airfield Pavement Marking	37,000

Seconded by Legislator: _____

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

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

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

 Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Authorizing An Agreement in Relation to Construction of the Watertown International Airport Parking Lot Lighting Improvements Project and Amending the 2024 County Budget and Capital Plan in Relation Thereto

By Legislator: _____

Whereas, By Resolution 120 of 2023, the Board of Legislators authorized agreement with McFarland Johnson Inc. for design and bidding phase services associated with this project, and

Whereas, McFarland Johnson has since completed design, coordinated the bidding process and has evaluated bid responses, and

Whereas, A contract is recommended to be awarded to S&L Electric, Inc. in the amount of \$159,000 for Parking Lot Lighting Improvements construction, and

Whereas, partial funds are available in the Airport Parking Improvements account (20561000 02073), and

Whereas, An Environmental Assessment was prepared and a finding of No Significant Interest was issued in October 2024 in accordance with the National Environmental Policy Act, and

Whereas, The proposed improvements are classified as an Unlisted Action under the State Environmental Quality Review Act (SEQR) and the County has undertaken as Lead Agency, by Resolution 179 of 2024, an uncoordinated review of the project and, has authorized the Chairperson of the Board of Legislators to execute the determination of non-significance under SEQR.

Now, Therefore Be It Resolved, That Jefferson County enter into an agreement with S&L Electric, Inc. in the amount of \$159,000, for the construction of the Parking Lot Lighting Improvements, and be it further

Resolved, That the Chairman of the Board of Legislators, be and is hereby authorized and directed to execute said agreements on behalf of the County, including any changes orders as recommended by the Director of Aviation and County Administrator not to exceed the funding available, subject to review of the County Attorney as to form and content and be it further

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

Increase:

Expenditure		
20561000 02073	Airport Parking Improvements	\$ 100,000

Decrease:

20698900 02064	Property Acquisition/Improvements	\$ 100,000
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and be it further

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

Seconded by Legislator: _____

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing an Agreement for Janitorial Services for Jefferson County Office Buildings

By Legislator: _____

Whereas, In accordance with New York State procurement guidelines, Janitorial Services are a Preferred Source Service offered by NYS Industries for the Disabled (NYSID), A Preferred Source Facilitating Entity, and

Whereas, The Arc Jefferson - St. Lawrence (The Arc), as a member organization of NYSID, is currently providing janitorial services to Jefferson County, and

Whereas, Continuation of said agreement will provide the County with necessary janitorial services, while also providing training and work experience for the clients of The Arc, and

Whereas, NYSID, The Arc and Jefferson County wish to continue the janitorial services agreement for a three year term of January 1, 2025 to December 31, 2027 as per proposal from NYSID, with rates to take effect on January 1, 2025.

Now, Therefore, Be It Resolved, That the Board of Legislators hereby authorizes the award of a contract to NYSID for janitorial services for County facilities, with The Arc as the supplier of said services, in accordance with the County's specifications, at a cost of \$636,600 per year. Pricing subject to adjustment based on issuance of Prevailing Wage Schedules by New York State Department of Labor, and be it further

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

Seconded by Legislator: _____

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

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

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

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing an Agreement with NICE Systems, Inc.

By Legislator: _____

Whereas, It is necessary for the Jefferson County District Attorney's Office to contract for an enhanced digital evidence management system as the current system is inadequate to meet their state mandated discovery requirements, and

Whereas, It is expected that Division of Criminal Justice Services discovery funding will be used for the yearly fees associated with this contract for as long as these funds remain available.

Now, Therefore, Be it Resolved, That Jefferson County enter into an agreement with NICE Systems, Inc, for said services for a five (5) year period for the fee schedule as written in said attached contract for \$61,200 for year 1, \$72,000 for year 2, \$72,977 for year 3, \$87,045 for year 4 and \$93,165 for year 5, and be it further

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

Seconded by Legislator: _____

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

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

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

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing an Agreement in Relation to the FY24 Emergency Management Performance Grant

By Legislator: _____

Whereas, The U.S. Department of Homeland Security Federal Emergency Management Agency has awarded Jefferson County \$46,089 under the FY24 Emergency Management Performance Grant administered by the New York State Division of Homeland Security and Emergency Services (DHSES) for the period of October 1, 2023 through September 30, 2026, and

Whereas, The County must enter into an agreement with the New York State DHSES to receive this grant to partially fund full time employees in Fire and Emergency Management, and

Whereas, Said revenue and expenditure grant funds are contained in the 2025 County Budget.

Now, Therefore, Be It Resolved, That Jefferson County hereby accepts said \$46,089 grant, and the Chairman of the Board of Legislators 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.

Seconded by Legislator: _____

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

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

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

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing an Agreement and Amending the 2023 County Budget in Relation to the
 FY24 State Homeland Security Program (SHSP) Grant

By Legislator: _____

Whereas, The New York State Division of Homeland Security and Emergency Services (DHSES) has awarded Jefferson County \$72,126 from the FY24 State Homeland Security Program (CFDA 97.067) for the period September 1, 2024 through August 31, 2027, and

Whereas, The County must enter into an agreement with New York State DHSES to receive the grant funds which will be used for smart phone app maintenance, Self-Contained Breathing Apparatus (SCBA) Fit Testing Equipment calibration, Chemical, Biological, Radiological, Nuclear, and Explosives (CBRNE) Response Vehicle, cell phone service, and Jefferson County Comprehensive Emergency Management Plan update.

Now, Therefore Be It Resolved, That Jefferson County hereby accepts said 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 2025 County Budget is hereby amended as follows:

Increase:

Revenue		
01341000 943204	Federal Homeland Security - Fire/EMO	\$ 72,126
Expenditure		
01341400 02401	Automotive Equipment	\$ 33,876
01341400 04114	Maintenance & Repair	13,250
01341400 04115	Telephone	3,000
01341400 04416	Professional Fees	22,000

Seconded by Legislator: _____

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

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

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

 Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Amending the 2024 County Budget in Relation to Road and Bridge Accounts

By Legislator: _____

Whereas, By Resolutions of 195 of 2023 and 117 of 2024 authorized and amended intergovernmental agreements between Jefferson County and towns relative to road and bridge maintenance services, construction and reconstruction of roads, and sanding, snow and ice removal, and

Whereas, The agreements and associated rate schedules were negotiated after the adoption of the 2025 Budget, and

Whereas, The Highway Superintendent has requested the transfer of funds for the snow removal account to fund the new agreements and work performed by the towns for their assistance in additional projects and emergency work, and

Whereas, Funds are needed in the temporary personnel lines as summer employees were used to accomplish additional projects and emergency work, and

Whereas, Funds are available for transfer within the Highway budget.

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

Increase:

Expenditure		
05502000 01110	Temporary	10,000
05511000 01110	Temporary	90,000
05511000 04686	Hired Machines	100,000
05511200 04931	Snow Removal	100,000
Revenue		
05900300 92300	Transportation Svc-O/Govt	\$ 21,000
05900300 92401	Interest & Earnings	142,200
05900300 92590	Permit Fees	1,800
05900300 92680	Insurance Recoveries	20,000
05900300 92701	Refund Prior Years Expense	14,000
05900300 92801	Interfund Revenues	1,000

Decrease:

Expenditure		
05511200 04930	Paving County Roads	\$ 100,000

Seconded by Legislator: _____

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Amending the 2025 County Budget in Relation to the Recently Constructed Highway
Administration and Engineering Building for Office Furnishings

By Legislator: _____

Whereas, By Resolution 279 of 2021, The Board of Legislators allocated American Rescue Plan Act (ARPA) funding including \$500,000 towards the construction of a new Highway Administration Building, and

Whereas, By Resolution 135 of 2023, The Board allocated \$500,000 additional in ARPA funding towards the construction, and

Whereas, By Resolution 53 of 2024, The Board authorized agreements for the construction of the Highway Administration and Engineering Building, and

Whereas, Funds for furniture and furnishings were not included in the original project for the new Building and are therefore required for occupancy, and

Whereas, Funds were identified within the 2024 year end budget through additional interest revenue to fund the furnishings and now requires allocation from fund balance to be appropriated.

Now, Therefore, Be It Resolved That the 2025 County Budget is hereby amended as follows:

Increase:

Expenditure		
05501000 04102	Office Furnishings	\$ 41,800

Fund Balance		
05000000 30599	Appropriated Fund Balance	\$ 41,800

Seconded by Legislator: _____

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

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

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Amending the 2024 County Budget Relative to Road Machinery Accounts

By Legislator: _____

Whereas, The Highway Superintendent has requested the transfer of funds for increases in pricing for a pick-up truck, cleaning supplies and equipment in the building maintenance line, additional repairs for County equipment and vehicles, and for uniforms with a new recently bid contract, and

Whereas, Funds are available for transfer within the Highway budget.

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

Increase:

Expenditure		
10513000 02403	Pickup Truck Replacement	\$ 10,800
10513000 04114	Maint/Repair	40,000
10513000 04214	Utilities	10,000
10513000 043101	Internal Fleet Expense	50,000
10513000 043102	External Fleet Expense	70,000
10513000 04514	Uniforms & Clothing	12,000

Revenue		
10900400 92401	Interest & Earnings	\$ 143,000
10900400 92665	Sale of Equipment	19,800

Decrease:

Expenditure		
10511300 04212	Building Maint Contract	\$ 30,000

Seconded by Legislator: _____

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

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

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

 Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Authorizing the Implementation and Funding of 100% of the Costs of a Transportation Project (Replacement of Millens Bay Road over Shaver Creek), of Which Qualified Costs May Be Reimbursed from Bridge NY Funds, Appropriating Funds Therefor and Amending the 2024 County Budget and Capital Plan

By Legislator: _____

Whereas, A Project for the Replacement of Millens Bay Road over Shaver Creek, PIN 775445 (the "Project") is eligible for reimbursement of qualified costs from Bridge NY funding that calls for the post-reimbursement apportionment of the qualified costs to be borne at the ratio of 100% Bridge NY funds, and 0% non-Bridge NY funds, and

Whereas, The County of Jefferson will design, let, and administer all phases of the Project, and

Whereas, The County of Jefferson desires to advance the Project by making a commitment of 100% of the cost of all phases for the project or portions thereof.

Now, Therefore, Be It Resolved, That the Jefferson County Board of Legislators does hereby approve the Project, and authorizes the Jefferson County Treasurer to pay 100% of cost of all phases of the Project or portions thereof, with the understanding that qualified costs will be reimbursed from Bridge NY funding, and be it further

Resolved, That the sum of \$1,173,000, is hereby appropriated from Account 20511300 02876 in the 2024 County Budget, and made available to cover the cost of participation in the above phase of the Project, and be it further

Resolved, That the Jefferson County Board of Legislators hereby agrees that the County of Jefferson shall be responsible for all costs of the Project, including costs which exceed the amount of reimbursement available from the NY Bridge funding awarded to the County of Jefferson, and be it further

Resolved, That in the event the costs of the Project exceed the amount appropriated above, the Jefferson County Board of Legislators shall convene to appropriate said excess amount immediately upon the notification by the Chairman of the Jefferson County Board of Legislators thereof, and be it further

Resolved, That the Jefferson County Board of Legislators hereby agrees that the County of Jefferson hereby commits that construction of the Project shall begin no later than twenty-four (24) months after award and the construction phase of the Project shall be completed within thirty (30) months, and be it further

Resolved, That the Chairman of the Jefferson County Board of Legislators be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests with NYSDOT for State Aid and/or Bridge NY funding, subject to the approval of the County Attorney as

to form and substance, on behalf of the County of Jefferson in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of Project costs, and be it further

Resolved, That the County of Jefferson will be responsible for all maintenance of the Project, and be it further

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

Resolved, Pursuant to the provisions of Board Resolution 286 of 2007, and in compliance with the provisions of Locally Administered Federal Aid Procedures Manual (LAFA) of the New York State Department of Transportation (NYSDOT), the authority to approve documents and contracts related to the Project, is hereby delegated to the duly appointed County Highway Superintendent, with the exception of Non-Standard Feature Approval, Design Approval, and Contract Document Approval, and be it further

Resolved, That this resolution shall take effect immediately, and be it further

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

Increase:

Revenue

20900600 93592	State Aid Bridges	\$1,173,000
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Expenditure

20511300 02876	M28 – CR8	\$1,173,000
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and be it further

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

Seconded by Legislator: _____

State of New York)

) ss.:
County of Jefferson)

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

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

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Amending the 2024 County Budget for Recycling & Waste Management

By Legislator: _____

Whereas, Funds are needed to sustain accounts through year end in the Recycling & Waste Management Department, and

Whereas, Funds are also needed for kiosks for the second scale and to replace a pickup truck that was sold at auction, and

Whereas, Funds are available in the Recycling & Waste Management Department for transfer.

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

Increase:

Revenue

15910100 92131	Tipping Fees	\$ 500,000
15910100 92665	Sale of Equipment	75,415

Expenditure

15816000 02100	Equipment	\$ 50,000
15816000 02403	Pickup Truck Replacement	75,415
15816000 04114	Maintenance/Repairs	10,000
15816000 043102	External Fleet Expense	20,000
15816000 04514	Uniforms and Clothing	5,000
15816000 04587	Tipping Fees	450,000

Decrease:

Expenditure

15816000 04311	Gasline and Oil	\$ 35,000
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Seconded by Legislator: _____

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

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

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

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Adopting Waste Hauler Permit Requirements, Permit Application, and Transfer Station Use Rules for Jefferson County Recycling and Solid Waste

By Legislator: _____

Whereas, Jefferson County operates a recycling and solid waste program to ensure the safe, efficient, and environmentally responsible disposal and management of waste within the County, and

Whereas, The County is committed to complying with Federal, State, and Local laws regarding waste management, including the recycling mandates outlined in New York State General Municipal Law §120-aa, and

Whereas, The Jefferson County Recycling and Solid Waste Department has developed comprehensive Waste Hauler Permit Requirements, a Permit Application process, and Transfer Station Use Rules to promote adherence to applicable laws, ensure public safety, and foster environmental stewardship, and

Whereas, The rules and requirements include provisions for the proper permitting of waste haulers, enforcement of recycling regulations, vehicle standards, safety protocols, insurance requirements, and operational procedures for transfer station use.

Now, Therefore, Be It Resolved, That the Waste Hauler Permit Requirements, Permit Application, and Transfer Station Use Rules are hereby adopted and shall be enforced by the County, and be it further

Resolved, That this resolution shall take effect immediately, and the Jefferson County Recycling and Waste Management Department shall notify all existing permit holders of these adopted rules and requirements.

Seconded by Legislator: _____

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

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

Clerk of the Board of Legislators

Jefferson County Recycling & Waste Management

**Waste Hauler Permit Requirements, Permit Application & Transfer
Station Use Rules**

Jefferson County Recycling & Solid Waste

27138 NYS Route 12

Watertown, NY 13601

Phone 315-786-6900

Fax 315-786-6982

www.jeffersoncountyny.gov/departments/RecyclingWasteManagement

Section 1.0 – Permit Process

Haulers and other entities must apply for and be granted a Commercial Waste Permit to utilize the County transfer station. Permits are valid from the date of issuance until revoked or suspended. The Commercial Waste Permit Application form must be filled out completely and submitted along with the appropriate fees and required documentation or it will be denied at the County's discretion.

Upon receipt of the Commercial Waste Permit Application, County staff shall review the application for completeness and accuracy. If the information presented by the applicant is accurate and complete, and applicant deemed qualified to be issued a Permit, the Permit will be granted.

If a hauler's permit is revoked or suspended, a new and complete application must be submitted for reinstatement along with the appropriate fees and required documentation.

Upon issuance of a Permit, the hauler will be given an identification decal for each vehicle that has been registered. The decal is specific to the vehicle and shall not be affixed to other vehicles for any reason. The Vehicle Data section may be used to update information about existing permitted vehicles, such as license plate changes. There will be no fee for modifications of that nature.

If a permitted hauler is more than 10 days overdue with any payment, he/she may not be allowed to use any County or DANC facility.

Section 2.0 – Enforcement

Failure to comply with any provision of relevant Federal, State or Local laws or these rules and regulations, may subject the Permit holder to revocation of the Permit, fines, reporting to regulatory agencies or any other action deemed appropriate by the County.

Section 3.0 – Recycling

The County prohibits the commingling and disposal of recyclables with solid waste. Haulers must inform their customers that they are strictly prohibited from disposing of recyclable materials in their solid waste.

Loads containing excessive recyclables, as deemed by County staff, may be subject to rejection of the load.

Haulers with repeat violations of excessive recyclables in their loads may be subject to revocation of their Commercial Waste Permit.

See attachment for acceptable recycling items.

Section 4.0 – Vehicle Requirements

A hauler must ensure that all permitted vehicles are legally owned or leased in the hauler's name. A hauler must ensure that all permitted vehicles are properly licensed and registered in accordance with all New York State Department of Transportation and Department of Motor Vehicle standards. All operators of permitted vehicles must be properly qualified and licensed.

Vehicles must be in good repair such that leachate does not discharge from the vehicle except within the active tipping floor area.

All loads must be tarped per DEC Law Enforcement Regulations and in a manner that contains the waste in the vehicle and does not allow escaping litter.

Note: County staff have the right to refuse entry to any vehicle not in compliance with these requirements.

5.0 – Safety Requirements

When entering the transfer station, drivers will stop at the point indicated by signage. The driver will not proceed to the tipping floor until notified to do so.

The use of cell phones, headphones, ear buds, or any other electronic/audio device is prohibited while operating a vehicle on County property.

No smoking is allowed on County property.

Spacing between vehicles while dumping is a minimum of 15 feet on either side. Dump trailers should have a minimum spacing of 25 feet on each side.

Drivers must remain with their vehicles while at the transfer station. No person under the age of 16 is permitted outside of the vehicle.

Drivers should not stand near the rear of the vehicle while unloading. Unless required to operate vehicle unloading controls, drivers should always remain in their vehicle at the transfer station.

If it's necessary to exit the vehicle, drivers must have closed-toed shoes and a high-visibility outer garment such as a vest or jacket. Drivers should make eye contact with transfer station equipment operators or any other vehicle operators before exiting the vehicle.

The County reserves the right to detain any waste hauling vehicle and its driver on site for any reason deemed appropriate until the matter that warranted the detention is resolved.

6.0 – Insurance Requirements

See attachment for commercial waste permit insurance requirements.

7.0 – Transfer Station General Requirements

Jefferson County Recycling & Waste Management

27138 NYS Rte. 12

Watertown, NY 13601

Open 7:30am to 3:00pm Monday-Friday

Open 7:30am to 1:00pm Saturday

See County website for holiday schedule

Tipping fees are based on weight as determined by the County scales. Rates are determined annually during budget preparation and approved by the Board of Legislators. Current fees can be found on the County's website.

Site speed limit is 15 mph. Drivers exceeding the posted speed limit will be subject to enforcement.

All waste hauling vehicles must weigh in and weigh out. The driver will stop at the spot designated for waste hauling vehicles to wait until the scale clears.

No un-tarping or turnbuckles undone at the scales or prior to the scales.

When it's the waste hauler's turn to approach the scale, the vehicle must proceed slowly onto the scale and come to a complete stop.

The hauler will supply the scale operator with all the requested information about the load to be disposed of. This includes material type, cash or check, and any other information that the scale operator requests. Drivers who are unable to provide the required information will not be allowed to dump until the information can be obtained.

Any hauler willfully misrepresenting the required information about the load or attempting to deliver unacceptable waste, may be subject to temporary or permanent revocation of permit.

All loads are subject to inspection by County staff. If directed, the hauler shall discharge the load in a designated area for inspection.

The County reserves the right to impose surcharges on or reject any load containing unacceptable or unauthorized waste. Additionally, County staff may hold the driver, the vehicle and its contents until representatives of the NYS DEC, or other regulatory agency, have inspected the material. The County may also take any corrective action it deems appropriate, not limited to, excavating, loading, transporting and disposing of the unacceptable waste at proper facilities at cost to the hauler. The hauler agrees to assist the County or other legally constituted enforcement agencies in efforts to identify the origin of the unacceptable waste.

Prohibited materials found within the load may be returned to the hauler.

Scavenging of dumped waste will not be permitted at any time.

Vehicles must be cleaned out in the tipping floor area such that no debris leaves the vehicle outside the active tipping floor area.

There is no overnight staging of waste on County property.

8.0 – Waste Categories

The County will accept non-hazardous solid waste, including municipal solid waste, construction and demolition debris as approved by County staff. The County also accepts recyclable materials. See attachment for acceptable recycling items.

The County will NOT accept:

- any hazardous waste as identified in 6NYCRR 360-1.5(b)
- septic tank pumping (liquid sludge)
- large dead animals
- junked motor vehicles
- explosives
- pesticides
- hot ashes
- sealed containers
- waste oils
- infectious waste and untreated regulated medical waste
- radioactive materials
- fluorescent lighting

9.0 – Unloading (dig-out) and Recovery Assistance

All able-bodied people using the transfer station are generally required to unload their own vehicles and recover their own vehicles if they become stuck. However, assistance may be provided for vehicle recovery and/or unloading in certain instances, such as people with a disability who need assistance. This service is provided at no charge under the following rules:

Customers must sign an “Unloading and Recovery Assistance Agreement”, which will be kept on file. Customer will be provided with a copy and should display the agreement when requested by County staff.

Able-bodied customers must request assistance after exhausting all reasonable efforts to unload or recover their vehicle.

The customer assumes full liability for any damage to the vehicle, or any of its parts during the unloading or recovery assistance and the County will not be financially responsible for such damage.

Unloading will only be performed at the rear of the vehicle.

The customer will be responsible for attaching any recovery device (rope, strap, etc.) to their vehicle. County staff will not attach recovery devices to a customer’s vehicle.

The customer will be responsible for unloading or removing from the transfer station any waste not removed by County staff.

Unloading and/or recovery assistance will be provided when and how the conditions of the tipping floor traffic permit. This means that the customer may be required to wait a reasonable period for assistance and may not unload in the same order or at the same location as unassisted customers.

The County reserves the right to refuse unloading and/or recovery assistance in its sole discretion. Customer cooperation with this policy will enable the County to continue offering unloading and/or recovery assistance to our customers at no cost to them. Except for people with a disability, if there is a need to assist the same customer multiple times, we will require that customer to resolve the issue causing the frequent need for assistance. Failure to do so will result in a charge for each assist or refusal to allow the customer access to the transfer station.

Unloading /Recovery Assistance Agreement

Jefferson County Recycling & Waste Management

27138 NYS Rte. 12

Watertown, NY 13601

Phone: 315-786-6900

Fax: 315-786-6982

Company or

Customer Name: _____

Address: _____

I, _____ individually or acting as owner or authorized representative of the above-named Company do, hereby, acknowledge that I have read the rules of the Jefferson County Recycling & Waste Management department covering unloading and recovery assistance at the County transfer station. I, or the above-named Company for which I am acting, agree to abide by the regulations, the terms of which are incorporated by reference herein. If I am signing for a Company, the Company will inform its drivers of the terms of this agreement and authorize them to request the unloading and/or recovery assistance as they deem necessary. In consideration of the provision of unloading and/or recovery assistance, I or the Company for which I sign agree to hold harmless and release Jefferson County and Jefferson County Recycling & Waste Management, and any acting on their behalf, from all liability for any damage to the customer's vehicle or any part thereof caused by the action of Jefferson County Recycling & Waste Management employee or equipment providing unloading and/or recovery assistance.

In consideration of the promises and agreements made herein by the customer, Jefferson County Recycling & Waste Management agrees to provide the unloading and/or recovery assistance described in the regulations.

Print Customer's Name: _____

Customer's Signature: _____ Date: _____

Jefferson County Recycling & Waste Management

By: _____ Date: _____

10.0 – Surcharges

As authorized by County of Jefferson local law #3 of 1991, Article 12, surcharges will be imposed on waste containing recyclables or prohibited materials delivered to a County facility. The Director, or designee, shall visually determine if the waste delivered contains unacceptable levels of such materials and shall use the following schedule as a guideline:

a) Fraction of Recyclables and/or Prohibited <u>Materials Delivered in Load</u>	Surcharge Amount <u>Per Load</u>
1/10 or less	\$0
Between 1/10 and 1/2	\$100
More than 1/2	\$300

b) Large amounts of uncontaminated, accessible recyclables may be removed from the load and delivered to the recycling center, with the assistance of the load's driver. No adjustment to the gross weight of the load will be made in such instances.

Jefferson County Recycling & Waste Management

27138 NYS Route 12

Watertown, NY 13601

Phone 315-786-6900

Fax 315-786-6982



Application approval takes approximately 5-7 business days.

Before returning your Commercial Waste Permit Application, please use the following checklist to ensure submission of all required information.

_____ Commercial Waste Permit Application

_____ \$150.00 Permit Fee

_____ "Certificate of Insurance" for General Liability Coverage*

_____ "Certificate of Insurance" for Automobile Liability Coverage*

_____ "Certificate of Insurance" for Workers' Compensation Coverage**

_____ Copies of Vehicle Registrations

*Insurance cards, binders, declaration page, or postings are not acceptable.

**If not required to carry Workers' Compensation, Form CE-200 must be submitted.

**JEFFERSON COUNTY
COMMERCIAL WASTE PERMIT APPLICATION**



Instructions: Please complete all applicable sections and return with permit fee of \$150.00 and all supporting documentation to: Jefferson County Recycling and Waste Management, 27138 NYS Route 12, Watertown, NY 13601. Checks are made payable to "Jefferson County Treasurer".

PART I

Business Name _____

Address _____

Contact Person _____

Phone Number _____

Billing Email _____

Type of Customer Served in Jefferson County (check applicable box; complete section)

Residential Complete Section A

Commercial Complete Section B

Industrial Complete Section C

Haul Own Waste Only Complete Section D

Scale Ticket Email _____

COUNTY USE ONLY

Permit # _____

Date Issued _____

Fee: Yes No

Special Condition:
 Yes No

RECORD OF VIOLATIONS:

<u>Date</u>	<u>Violation</u>	<u>Action</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

SECTION A: RESIDENTIAL WASTE COLLECTOR

Municipalities (if partial, submit route map)	# of Households	Frequency/Day of Collection	Recyclables (R) Waste (W) Or Both (B)
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

For additional routes, attach additional pages and use same format

SECTION B: COMMERCIAL WASTE COLLECTOR

Business Name (or submit route map with customers marked)	Frequency/Day of Collection	Recyclables (R) Waste (W) Or Both (B)
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

For additional businesses, attach additional pages and use the same format

SECTION C: INDUSTRIAL WASTE COLLECTOR

Municipalities (if partial, submit route map)	# of Households	Frequency/Day of Collection	Recyclables (R) Waste (W) Or Both (B)
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

For additional businesses, attach additional pages and use the same format

SECTION D: HAUL OWN WASTE

Description of Waste	Frequency/Day of Collection	Recyclables (R) Waste (W) Or Both (B)

**PART II
VEHICLE DATA**

License #	Make	Year	Type	Color	Cubic Capacity	COUNTY USE ONLY Sticker# Issued
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						

For additional vehicles, attach additional pages and use same format

PART III

Please submit the following documentation: 1. Proof of valid NYS registration for each vehicle. 2. Proof of Workers' Compensation Insurance as required by law. 3. Proof of insurance coverage as required by Jefferson County's Local Law No. 2 of 1991	COUNTY USE ONLY	
	YES	NO
	NYS Registration	_____
	Workers' Compensation Insurance Certificate	_____

**PART IV
CERTIFICATION**

I CERTIFY UNDER PENALTY OF LAW THAT I HAVE PERSONALLY EXAMINED AND AM FAMILIAR WITH THE INFORMATION SUBMITTED IN THIS AND ALL ATTACHED DOCUMENTS, AND THAT BASED ON MY INQUIRY OF THOSE INDIVIDUALS IMMEDIATELY RESPONSIBLE FOR OBTAINING THIS INFORMATION, I BELIEVE THAT THE SUBMITTED INFORMATION IS TRUE, ACCURATE, AND COMPLETE. I CERTIFY THAT NO PROHIBITED WASTES AND NO WASTES GENERATED OUTSIDE THE COUNTY OF JEFFERSON WILL BE DELIVERED IN MY VEHICLE(S) TO ANY SOLID WASTE FACILITY OWNED BY THE COUNTY. I AGREE TO INDEMNIFY AND HOLD HARMLESS THE COUNTY FROM ANY LIABILITY ARISING FROM THE DISPOSAL OF SUCH WASTES DELIVERED BY MY VEHICLE(S). I AM AWARE THAT THERE ARE SIGNIFICANT PENALTIES FOR SUBMITTING FALSE INFORMATION, INCLUDING THE POSSIBILITY OF FINES AND IMPRISONMENT.

Print Name _____ Title _____

Signed _____ Date _____



JEFFERSON COUNTY
COMMERCIAL WASTE PERMIT INSURANCE REQUIREMENTS

The "**Certificate(s) of Insurance**" to be filed with the application shall be executed by the representatives of an insurance company duly authorized and qualified to do business in the State of New York, evidencing that said insurance company has issued liability and property damage insurance policies covering the following: (a) all motor vehicles owned or operated by the applicant or any other person, firm, or corporation employed by the applicant, and (b) general liability protection covering applicant's business operations and premises protecting the public and any person from personal injuries or property damages sustained by actions or omissions of the applicant, his or her agent, and employees.

The "**Certificate(s)**" shall specifically evidence the following amounts of insurance coverage which shall remain in effect for the term of the permit and shall provide that written notice shall be given to the Director at least thirty (30) days prior to any change in the conditions of the certificate or any expiration or cancellation thereof:

Automobile Liability Insurance - per person \$100,000, per accident \$300,000; and property damage - per accident \$50,000;

General Liability Insurance - \$500,000.

A "**Certificate of Insurance**" for **Workers' Compensation Insurance** OR Workers' Compensation Board Form CE 200.

If the applicant is **not required** to carry Workers' Compensation Insurance under the laws of the State of New York, Form CE-200 must be completed by the applicant. For more information contact the Workers' Compensation Board at (866) 546-9322 or visit the website at www.wcb.ny.gov.



Recycling

Acceptable Items at the Jefferson County Transfer Station

Plastic

- Bottles, Containers & Tubs with 1-7
- No Styrofoam (even with symbol)
- No automotive oil containers
- No plastic bags
- Containers should be empty & rinsed



Glass

- Bottles & Jars (No need to separate by colors)
- Containers should be empty & rinsed
- No windows, plate glass, mirrors, broken glass
- No dishes and drinking glasses
- No ceramic dishes, clay pots, etc
- No light bulbs



Metal

- Tin food cans
- Aluminum food & beverage cans
- Aluminum pans and foil
- Containers should be empty and rinsed



Mixed Paper

- Office & copier paper
- Junk mail and envelopes
- Newspaper
- Magazines & catalogues
- Shredded paper
- Telephone books
- Paperback books—No hardcover books
- No paper cups, plates, tissue & toilet paper
- No hardcover books unless cover removed
- No carbon paper



- Lightweight Cardboard
- Cereal & Food Boxes



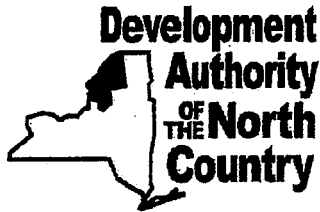
Cardboard

- Corrugated cardboard boxes
- Paper grocery bags
- No wax, plastic, styrofoam or metal coatings

Rechargeable Batteries: *Nickel-cadmium, Lead Acid, Lithium Ion, Nickel Metal Hydride*
 Electronic Equipment: *TVs, Computers, Monitors, VCRs, DVRs, Keyboards, Mice, Fax Machines, Printers, Scanners, Cable or Satellite Receivers, Video Game Consoles*

White Goods-----Scrap Metal

For more information visit our website: www.jeffersoncountyny.gov or call (315)786-6900



Dulles State Office Building
317 Washington Street, Suite 414
Watertown, New York 13601
Telephone (315) 661-3200
TDD (800) 662-1220 • danc.org

July 22, 2024

Dear Solid Waste Hauler,

The Development Authority of the North Country (Authority) and the counties of Jefferson, Lewis and St. Lawrence are part of a single Solid Waste Management Planning unit that is regulated by the New York State Department of Conservation. A requirement of the Planning Unit is to develop a Local Solid Waste Management Plan that implements initiatives that reduce the waste generated per person and increase the waste diverted per person. New York State requires that all permitted landfills and transfer stations enforce recycling regulations. Successful reduction, reuse and recycling of waste reduces the material entering the landfill, maintaining this valuable resource for future generations. Each of the county partners is required to implement recycling programs and individual waste haulers are responsible for offering recycling pick-up to their customers and complying with recycling regulations.

The Authority's most recent waste composition analysis, completed in March 2024, indicated that forty six percent (46%) of the material entering the landfill was found to be material that could have been recycled. Of the 46%, approximately 18% was comprised of various types of recyclable plastic, 14% paper, 9% cardboard, 3% metals, and 2% glass.

Recycling is mandated by New York State General Municipal Law § 120-aa and is a requirement of the Authority's 6 NYCRR Part 360 Operating Permit and the Counties' transfer stations. Commingling and disposal of recyclables with solid waste is prohibited.

To receive a permit for waste disposal within the Planning Unit, a hauler of solid waste must:

1. Offer customers recycling services in addition to solid waste disposal.
2. Inform customers that they are strictly prohibited from disposing of recyclable materials in their solid waste.
3. Provide information to customers about what materials are collected for recycling in this region and what is prohibited from being disposed of in the trash.
4. Spot-check customer's loads for compliance with recycling.

Hauler trucks will be rejected at the Transfer Stations and at the Authority's Materials Management facility if excessive recycling is noticed before the load is tipped. If the load is tipped before the recycling is noticed, fines will be imposed on the hauler. To ensure the Authority is meeting its regulatory requirements, additional inspections will be performed at transfer stations and the Authority's Materials Management Facility.

Your diligence in supporting New York State's recycling mandate is greatly appreciated. It is important that you notify your customers, whom are not recycling, of these regulatory requirements and discontinue serving any customers that disregard recycling laws as it may result in the revocation of your permit to haul solid waste to a permitted facility.

If you have any questions, please feel free to contact your County Solid Waste or Authority contact. Their contact information is below.

County Contact	Title	Name	Phone Number	Email
Jefferson	Supervisor	Kyle Rutigliano	315-775-6154	krutigliano@co.jefferson.ny.us
Jefferson	Highway Superintendent	Jim Lawrence	315-786-3600	jlawrence@co.jefferson.ny.us
Lewis	Director of Solid Waste	Kip Turck	315-377-2018	kipturck@lewiscounty.ny.gov
St. Lawrence	Deputy Director of Solid Waste	Ellen Hooker	315-379-9084 x2793	ehooker@stlawco.gov
St. Lawrence	Superintendent of Highways	Don Chambers	315-379-1542	dchambers@stlawco.gov
Development Authority of the North Country	Director Materials Management	Shawn Thornton	315-661-3214	MMFservices@danc.org

Kyle Rutigliano

Kyle Rutigliano
Solid Waste Maintenance Supervisor
Jefferson County

Kip Turck


Kip Turck
Director of Solid Waste
Lewis County


Donald Chambers

Donald Chambers
Superintendent of Highways
St. Lawrence County

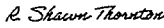
R. Shawn Thornton

R. Shawn Thornton
Director of Materials Management Division
Development Authority of the North Country

Signature: 
Kyle V. Rutigliano (Jul 23, 2024 10:06 EDT)
Email: krutigliano@jeffersoncountyny.gov

Signature: 
Kip Turck (Jul 26, 2024 09:49 EDT)
Email: kipturck@lewiscounty.ny.gov

Signature: 
Email: dchambers@stlawco.gov

Signature: 
Email: rthornton@danc.org

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing Agreements in Connection with New York State Snowmobile
Trails Grant-in-Aid Program and Amending the 2024 County Budget in Relation Thereto

By Legislator: _____

Whereas, Jefferson County has been notified by New York State Office of Parks, Recreation, and Historic Preservation that it has received an award of \$130,590 through the 2024-2025 Snowmobile Trails Grant-In-Aid Program, based upon a grant application submitted by the County in cooperation with the Winona Forest Recreation Association, Barnes Corners Sno-Pals Snowmobile Club, Pulaski-Boylston Snowmobile Club, Thousand Islands Snowmobile Club, and Missing Link Snowmobile Club.

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

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

Resolved, That the 2025 County Budget be amended as follows:

Increase:

Revenues:

01802000 93889	St Aid Snowmobile Trail	\$130,590
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Expenditures:

01802000 04681	Snowmobile Trail Maintenance	\$130,590
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Seconded by Legislator: _____

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

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

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

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

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

By Legislator: _____

Whereas, By Resolution 323 of 2023, this Board of Legislators authorized an agreement with Rubenzahl, Knudsen and Associates related to court ordered sexual offender evaluation and subsequent treatment of Juvenile Delinquents (JD's), Persons in Need of Supervision (PINS) and adult sexual offenders under the supervision of the Probation Department, and

Whereas, By Resolution 276 of 2018 the Board authorized an agreement with Knudsen Psychological Services to perform psychological evaluations for Probation Officers who voluntarily carry County-owned firearms on duty, and

Whereas, The Probation Director recommends renewing agreements with Rubenzahl, Knudsen and Associates as detailed above, and

Whereas, Rubenzahl Knudsen & Associates has requested that the agreements be merged into one and renewable on an annual basis.

Now, Therefore, Be It Resolved, That Jefferson County enter into an agreement with Rubenzahl, Knudsen & Associates for the provision of court ordered sexual offender psychological testing, evaluation and recommendations for treatment of JDs, PINS, and adult offenders, and for the provision of psychological evaluations for Probation officers who carry firearms for the period January 1, 2025 through December 31, 2025, and be it further

Resolved, That compensation shall not exceed the sum of \$95.00 per hour for individual counseling; \$50.00 per hour for group counseling; \$500.00 for requested juvenile sexual offender evaluations; \$200.00 per hour when providing testimony in court relative to the services performed under the contract, and be it further

Resolved, That court ordered juvenile psychological evaluations will be billed at \$175.00 per hour, psychological evaluation performed at the jail will be billed at \$200.00 per hour; Penile Plethysmograph (PPG) evaluation \$175 per hour, and be it further

Resolved, That the cost of psychological evaluations for officers for the purpose of carrying firearms will be billed at \$750 per officer, and the total compensation for the period of this contract shall not exceed \$90,000, and be it further

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

Seconded by Legislator: _____

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing Agreement with Securus Technologies, Inc. for
Alcohol Monitoring Services to the Probation Department

By Legislator: _____

Whereas, By Resolution 322 of 2023, this Board of Legislators authorized an agreement related to probation supervision for the purpose of monitoring the location of high risk offenders through the use of a global positioning systems unit (GPS) as well as to monitor blood alcohol levels to ensure restrictions are met using the soberlink unit, and

Whereas, Securus Technologies, Inc. offers an investigation tool, that enables the Probation Department to monitor blood alcohol levels with the use of a remote alcohol monitoring device and GPS monitoring events, such as location, dead battery alerts, exclusion alarm and master tamper alerts, and

Whereas, The Probation Director recommends renewing the contract with Securus Technologies, Inc. for the period January 1, 2025 through December 31, 2025 at the cost of \$3.08 per day per unit for GPS, \$4.10 per day per unit for the alcohol monitoring device and \$0.50 per day per unit for GPS events, billed on a monthly basis.

Now, Therefore, Be It Resolved, That Jefferson County enter into an agreement with Securus Technologies, Inc (a Division of Satellite Tracking of People, LLC),, for the services, term and amounts stated above, and be it further

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

Seconded by Legislator: _____

State of New York)

) ss.:
County of Jefferson)

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

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

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing an Agreement with Thrive Wellness and Recovery for the Provision of Court
Ordered Evaluations, Assessments, Treatment and Counseling

By Legislator: _____

Whereas, By Resolution 324 of 2023, this Board of Legislators authorized an agreement related to court ordered substance abuse evaluations, assessments, treatment and counseling for adult and juvenile substance abuse offenders under the supervision of the Probation Department, and

Whereas, Counseling services when offered more expeditiously can help ensure success and prevent placement in treatment centers and the Probation Director recommends renewing the contract with Thrive Wellness and Recovery whereby any related fees for services provided within the Probation Department will continue to be the responsibility of the clients.

Now, Therefore, Be It Resolved, That Jefferson County enter into an agreement with Thrive Wellness and Recovery for the provision of court ordered adult and juvenile substance abuse evaluations, assessments, treatment, and counseling, for the period January 1, 2025 through December 31, 2025, and be it further

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

Seconded by Legislator: _____

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

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

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

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Authorizing an Agreement and Amending the 2025 County Budget in Relation to the State FY24 State Law Enforcement Terrorism Prevention Program (LETPP) Grant

By Legislator: _____

Whereas, The New York State Division of Homeland Security and Emergency Services (DHSES) provides grants to local governments to prepare for terrorist events through funding from the U.S. Department of Homeland Security's Office for Domestic Preparedness, and

Whereas, Jefferson County has been awarded \$38,838 from the FY24 State Law Enforcement Terrorism Prevention Program (CFDA 97.067), and

Whereas, Said funds will be used to upgrade/sustain existing mobile data terminal equipment and modems to enhance data security for patrol vehicles for the Sheriff's Department.

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

Resolved, That the Chairman of the Board of Legislators is hereby authorized to electronically execute any and all documents as may be required of this grant award on behalf of Jefferson County and be it further

Resolved, That the 2025 County Budget is amended as follows:

Increase:

Revenue

01311000 943201 Federal Homeland Security – Sheriff \$38,838

Expenditure

01311400 04111 Trackable Durable Expendables \$38,838

Seconded by Legislator: _____

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

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

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

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing an Amended Agreement with Indian River School District for
School Resource Officer

By Legislator: _____

Whereas, By Resolution 75 of 2023 this Board authorized an Agreement with Indian River School District for a School Resource Officer for the period of January 1, 2021 through December 31, 2025, and

Whereas, The deputy sheriff assigned as the school resource officer under said Agreement is no longer available to perform the duties of school resource officer, and

Whereas, Said Agreement requires that the deputy sheriff assigned as school resource officer receive certain school resource officer training prior to assuming the duties of school resource officer, and

Whereas, The Jefferson County Sheriff's Office does not currently have another deputy sheriff that can assume the duties of school resource officer and who has received the training referenced above, and

Whereas, The Indian River School District desires to have a deputy sheriff assigned as school resource officer under the Agreement notwithstanding the lack of school resource officer training.

Now, Therefore, Be it Resolved, That the Agreement with Indian River School District be amended so as to allow the Sheriff's Office to assign a deputy sheriff as school resource officer for said district notwithstanding the lack of school resource officer training, and with the understanding that such training will occur as soon as it is available, and be it further

Resolved, That the Chairman of the Board is hereby authorized to execute an Amended Agreement with Indian River School District as outlined above on behalf of the County of Jefferson, subject to the approval of the County Attorney as to form and content.

Seconded by Legislator: _____

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

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

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

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing an Amended Agreement with Primecare Medical of New York, Inc. for the
Provision of Peer Support Services at the Jefferson County Correctional Facility

By Legislator: _____

Whereas, By Resolution 189 of 2023 this Board authorized an Agreement with Primecare Medical of New York, Inc. (hereinafter "Primecare") for the provision of healthcare services to the incarcerated individuals at the Jefferson County Correctional Facility (hereinafter "facility"), for the period of October 1, 2023 through September 30, 2026, and

Whereas, The Jefferson County Sheriff's Office is required to provide peer support services for the incarcerated individuals at the facility as part of the facility's MAT program, and

Whereas, Primecare is willing and able to enter into a subcontract with Anchor Recovery Center of NNY to provide such peer support services, to include the provision of two peer support counselors, each of whom will be working at the facility for up to ten hours per week and at the rate of \$20.00 per hour, to also include a monthly administrative fee of \$150.00, and

Whereas, The County's agreement with Primecare requires that any modifications thereto be in writing and signed by the parties.

Now, Therefore, Be it Resolved, That the Agreement with Primecare be amended so as to allow Primecare to enter into a subcontract to provide peer support services to incarcerated individuals at the facility, and be it further

Resolved, That the Chairman of the Board is hereby authorized to execute an Amended Agreement with Primecare as outlined above, subject to the approval of the County Attorney as to form and content.

Seconded by Legislator: _____

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

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

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

Clerk of the Board of Legislators
