


**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

February 8, 2024

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

Please let this correspondence serve as notification that the General Services Committee will meet on **Tuesday, February 13, 2024 at 6:00 p.m.** in the Board of Legislators' Chambers.

Following is a list of agenda items for the meeting:

**Resolutions:**

1. Amending the 2024 County Budget to Recognize Insurance Recovery and Allocating Same in Buildings Department Budget
2. Approving Re-Appointments to the Jefferson County Fire Advisory Board
3. Accepting Funding and Amending the 2024 County Budget in Relation to State Funding for Pretrial Services
4. Amending the 2024 County Budget in Relation to Recycling & Waste Management
5. Reappropriating Funds from Various Unspent Homeland Security Grants Relative to the Sheriff's Department and Amending the 2024 County Budget in Relation Thereto
6. Authorizing an Amended Agreement in Relation to NYS Unified Court System for Cleaning and Maintenance of Court Facilities

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

RFH:tlr

cc: Airport  
Buildings & Grounds  
Code Enforcement  
District Attorney

Dog Control  
Fire & Emerg. Mgmt./E-911  
Highway/Recycling & Waste Mgt.  
Planning

Probation/Stop DWI  
Public Defender  
Sheriff  
Weights & Measures

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

Amending the 2024 County Budget to Recognize Insurance Recovery  
and Allocating Same in Buildings Department Budget

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

Whereas, The Buildings Department received an insurance settlement check in late 2023 in the amount of \$1,761.08 for damage to a department vehicle, and

Whereas, Said check was not recognized as revenue during 2023 and the Buildings Department has requested it be appropriated into the 2024 automobile rental line.

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

**Increase:**

Fund Balance		
01000000 30599	Appropriated Fund Balance	\$ 1,761.08
Expenditure		
01162000 04312	Automobile Rental	\$ 1,761.08

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

---

State of New York    )  
                                  )  
County of Jefferson    )

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

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

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

---

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

Approving Re-Appointments to the Jefferson County Fire Advisory Board

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

Whereas, Pursuant to Section 225-a of the County Law and Resolution No. 39 of 2021, the following individuals are hereby appointed/reappointed to the Jefferson County Fire Advisory Board for terms to expire December 31, 2025.

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

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

---

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

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

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

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

---

**JEFFERSON COUNTY BOARD OF LEGISLATORS**

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

Accepting Funding and Amending the 2024 County Budget in Relation to  
State Funding for Pretrial Services

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

Whereas, New York State Division of Criminal Justice Services is awarding grants to offset costs associated with the provision of certified pretrial services including screening, assessment, supervision and reporting, and

Whereas, Jefferson County has received \$216,647 for the period April 1, 2023 through March 31, 2024, and

Whereas, Finding will cover some costs of staff already budgeted, as well as new items needed to accomplish the funding objectives.

Now, Therefore, Be It Resolved, That Jefferson County hereby accepts the \$216,647, 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, and be it further

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

**Increase:**

Revenue

01314000 93389	State Aid - Other Public Safety	\$ 216,647
----------------	---------------------------------	------------

Expenditure

01314000 04102	Office Furnishings	\$ 6,500
01314000 04110	Office Expense	2,500
01314000 04111	Trackable Items	125,000
01314000 04514	Uniforms & Clothing	15,000
01314000 04585	Operating Expenses	14,034
01314000 04613	Training	5,000

**Decrease:**

Fund Balance

01000000 30599	Appropriated Fund Balance	\$ 48,613
----------------	---------------------------	-----------

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



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

Amending the 2024 County Budget in Relation to Recycling & Waste Management

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

Whereas, This Board of Legislators has allocated funding in the 2024 County Budget for purchase of a roll off truck at the Transfer Station, and

Whereas, There has been an increase in the fabrication cost of the truck, and

Whereas, Funds are available for transfer within the Recycling and Waste Management Fund.

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

**Increase:**

Expenditure		
15816000 02409	Roll Off Truck	\$ 31,786

**Decrease:**

Expenditure		
15816000 02408	Tractor/Truck	\$ 5,940
15816000 043102	External Fleet Expense	10,000
15816000 04311	Gasoline and Oil	15,846

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

Reappropriating Funds from Various Unspent Homeland Security Grants Relative to the Sheriff's Department and Amending the 2024 County Budget in Relation Thereto

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

Whereas, By Resolutions 107 and 177 of 2021, 197 of 2022 and 180 of 2023, this Board of Legislators recognized FY19, FY20, FY21 and FY22 Operation Stonegarden Program grants respectively, and

Whereas, By Resolutions 50 and 326 of 2023, this Board recognized FY22 and FY23 Law Enforcement Terrorism Prevention Program (LETPP) grant, and

Whereas, By Resolutions 79 and 147 of 2022 and 76 of 2023, this Board re-appropriated remaining unspent funds from Operation Stonegarden and LETPP grants, and

Whereas, There remain unspent amounts in the FY19, FY20, FY21 and FY22 Operation Stonegarden, and FY22 and FY23 LETPP grants to be reappropriated and placed in the appropriate expenditure lines for 2024.

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

**Increase:**

Fund Balance		
01000000 30599	Appropriated Fund Balance	\$ 129,721.07
Expenditure		
01311400 01300	Overtime	\$ 51,370.93
01311400 04111	Trackable Items	41,038.38
01311400 04114	Maintenance/Repair	16,500.00
01311400 04119	Computer Software	5,000.00
01311400 043101	Internal Fleet Expense	1,078.89
01311400 043102	External Fleet Expense	1,440.50
01311400 04311	Gasoline & Oil	539.37
01311400 08010	Retirement	7,264.00
01311400 08030	Social Security	3,981.00
01311400 08040	Workers Compensation	1,508.00

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

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

Authorizing an Amended Agreement in Relation to NYS Unified Court System  
for Cleaning and Maintenance of Court Facilities

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

Whereas, By Resolution 248 of 2023, This Board of Legislators authorized an agreement for eligible funding from NYS Unified Court System for Cleaning and Maintenance of Court Facilities for the period of April 1, 2023 through March 31, 2028 for provision of cleaning and maintenance services to the local courts, and

Whereas, The NYS Unified Court System has notified Jefferson County of additional funding in the amount of \$100,000 for Tenant Work over five years (\$20,000 per year) which must be included in the NYS budget submission, and

Whereas, The additional funding can be used for minor renovation, such as paint, carpet and floors, with prior approval.

Now, Therefore Be It Resolved, That Jefferson County hereby accepts such additional funding and authorizes the Chairman of the Board of Legislators to execute any and all documents necessary to amend said agreement with the NYS Unified Court System, 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

---