

St. Lawrence County
BOARD OF LEGISLATORS
48 Court Street, Court House
Canton, New York 13617-1169
(315) 379-2276
FAX (315) 379-2463

RUTH A. DOYLE
County Administrator

KEVIN D. ACRES
Chair, Board of Legislators

OPERATIONS COMMITTEE AGENDA
DONALD HOOPER, CHAIR
MONDAY, MAY 14, 2018
*****BOARD ROOM*****
*****5:30 P.M.*****

****ALL DEVICES MUST BE MUTED DURING LEGISLATIVE MEETINGS****

- 1. CALL TO ORDER AND APPROVAL OF AGENDA**
- 2. APPROVAL OF MINUTES – April 9**
- 3. PRESENTATION ON THE HISTORIC SIGNIFICANCE OF THE COURT HOUSE, SURROGATE BUILDING, AND OLD JAIL - Town Historian, Linda Casserly and St. Lawrence University Intern Grant Haffenden**
- 4. PLANNING – JASON PFOTENHAUER**
 - A. Authorizing the Chair to Sign a Contract with Aktor Corporation for the Abatement and Demolition of Buildings at the Former Jones and Laughlin (J&L) Site in the Town of Clifton (Res)
 - B. Adding Eleven Parcels Totaling 417.5 Acres to St. Lawrence County Agricultural Districts 1 and 2 (Res) (Info)
 - C. Authorizing the Chair to Sign a Contract with New York State Environmental Facilities Corporation and the St. Lawrence County Soil and Water Conservation District for the Septic System Replacement Program and Modifying the 2018 Budget for the Planning Department (Res)
- 5. PROBATION – TIM LEPAGE**
 - A. Authorizing the Chair to Sign the Alternatives to Incarceration (ATI) Service Plan Contract (Res)
- 6. SHERIFF – KEVIN WELLS**
 - A. Proclaiming May 13-19, 2018, as Police Officer Week in St. Lawrence County (Res)
- 7. PUBLIC DEFENDER – STEVE BALLAN**
 - A. Authorization to Abolish an Assistant Public Defender Position and Create a Chief Assistant Public Defender Position in the Office of the Public Defender and Fill After a Contract has been established with the New York State Office of Indigent Legal Services (Res) (Info)

- B. Authorization to Create an Assistant Public Defender in the Office of the Public Defender and Fill After a Contract has been established with the New York State Office of Indigent Legal Services (Res) (Info)

8. **OLD/NEW BUSINESS**

9. **EXECUTIVE SESSION**

- A. Negotiations
B. Litigation
C. Personnel
D. Appointments:

Second Announcement:

Appointments:

EMS Advisory Board

- James Blackburn Jr., Post Office Box 271, Rensselaer Falls 13680; (315) 854-4855 (H); (315) 642-0125 ext. 18110 (W); Email: jblackburn4287@yahoo.com (Term to expire: 12/31/2021) (replacing Kenneth Gardner)
- Mark T. Dalton, 37 Judson Street, Canton 13617; (315) 212-0003 (H); (315) 386-4613 (W); Email: mark.t.dalton@gmail.com (Term to expire: 12/31/2019) (replacing Michael Abrunzo)
- Terry Feuka, 52 Farmer Street, Canton 13617; (517) 505-6622 (H); (315) 386-2543 (W); Email: smsoffice@twcny.rr.com (Term to expire: 4/30/2022) (replacing Paul Schrems)
- Aaron Johnson, 12 East Hill Road, South Colton 13687; (315) 729-6379 (H); Email: johnson088@yahoo.com (Term to expire: 12/31/2021) (replacing Chris Adams)

Reappointments:

Fair Housing Task Force

- William T. Jones, 34 Cornell Drive, MAC 418, Canton 13617; (315) 771-4655 (H); (315) 386-7063 (W); Email: joneswt@canton.edu (Term to expire: 4/30/2022)
- Courtnie Toms, 156 Center Street, Massena 13662; (315) 764-9442 (W); Email: resource@twcny.rr.com (Term to expire: 5/31/2022)

10. **ADJOURNMENT** – If there is no further business.

June 4, 2018

Operations Committee: 5-14-2018

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH AKTOR CORPORATION FOR THE ABATEMENT AND DEMOLITION OF BUILDINGS AT THE FORMER JONES AND LAUGHLIN (J&L) SITE IN THE TOWN OF CLIFTON

By Mr. Hooper, Chair, Operations Committee

WHEREAS, the former Jones and Laughlin (J&L) Site closed in 1977 and has been in disrepair for many years, and

WHEREAS, St. Lawrence County, the Towns of Clifton and Fine, the Clifton-Fine Economic Development Corporation, the IDA, DANC, the NYSDEC, and other stakeholders have been working together to abate and demolish buildings and remediate the site so that it can be brought back to productive reuse, and

WHEREAS, project stakeholders have completed Phase 1 of abatement and demolition of buildings and have successfully obtained commitments of State and Federal funds in the amount of \$1,415,000 for Phase 2, and

WHEREAS, the IDA, as economic development agent for the County, has the ability and willingness to assist with the management of cash disbursements for the project and has a shared interest in the demolition and repurposing of the site, and

WHEREAS, a base bid was received in the amount of \$1,162,000 from Aktor Corporation of Albany, NY, for the demolition and removal portion of the project,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with Aktor Corporation for the abatement and demolition of buildings at the former Jones and Laughlin (J&L) Site in the Town of Clifton, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED the Board of Legislators authorizes that the contract include additive bid items that further the outcomes of the project to the extent funds are committed, and

BE IT FURTHER RESOLVED the Board of Legislators authorizes the requisite air monitoring contract associated with this phase of the project, and

BE IT FURTHER RESOLVED that the IDA will assist with the management of cash distributions to ensure that cash flow liability is not borne by the County, and

BE IT FURTHER RESOLVED that the Board of Legislators authorizes the Chair to sign any and all subsequent documentation necessary for the expedient advancement of the demolition process at the J&L Site, upon approval of the County Attorney.

June 4, 2018

Operations Committee: 5-14-2018

RESOLUTION NO. _____

**ADDING ELEVEN PARCELS TOTALING 417.5 ACRES TO
ST. LAWRENCE COUNTY AGRICULTURAL DISTRICTS 1 AND 2**

By Mr. Hooper, Chair, Operations Committee

WHEREAS, St. Lawrence County has two Agricultural Districts that help protect and enhance its agricultural resources, and

WHEREAS, the Board of Legislators established March 1st to March 30th as the annual 30-day review period to receive requests to add land to these districts, and

WHEREAS, in 2018 the County received requests to add four parcels to Agricultural District 1, and seven parcels to Agricultural District 2, and

WHEREAS, based on criteria specified in Agriculture and Markets Law, the County Agricultural and Farmland Protection Board reviewed each request and recommends these parcels be added to Agricultural Districts 1 and 2, and

WHEREAS, no public comments were received at or before the April 19th public hearing about the recommended additions,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators adds eleven (11) parcels totaling 417.5 acres to St. Lawrence County Agricultural Districts 1 and 2, and

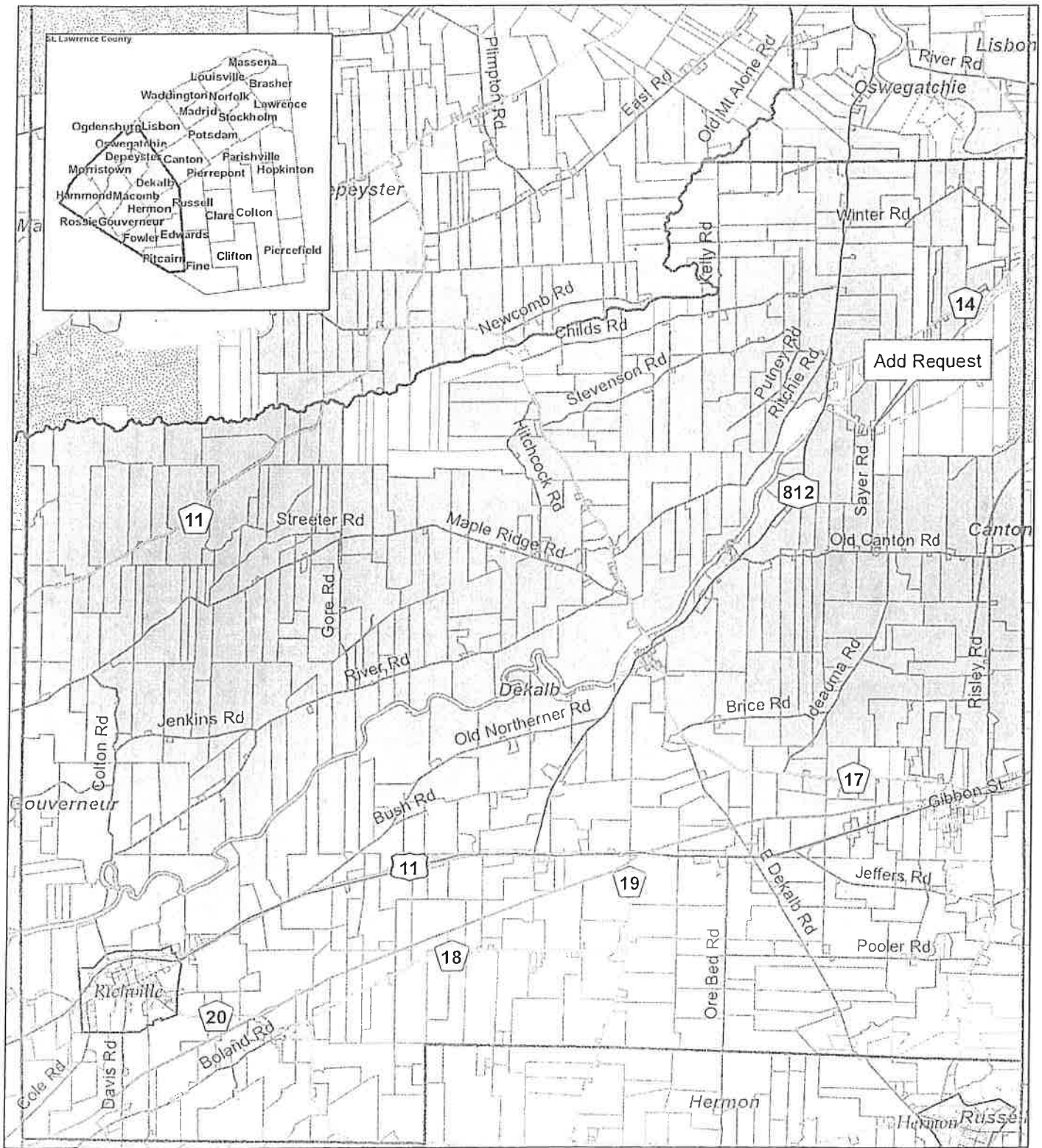
BE IT FURTHER RESOLVED that the Board of Legislators authorizes the County Planning Office to submit the appropriate documentation to the Commissioner of Agriculture and Markets as required by law.

St. Lawrence County
Annual Review for Agricultural Districts 1 and 2
2018 Requested Additions

AGRICULTURAL DISTRICT 1												
No.	Name	Municipality	No. of Parcels	Tax Map No.	Acres	Parcel Location	Prop Class	Use	Ag Assessment?	Prime Soils?	Zoning	Ag Allowed?
1	Russ, Dawn	Dekalb	1	100.002-2-23	1.1	124 CR 16	270	Residence	No	No	N/A	Y
2	Thesier, Steve	Pitcairn	1	200.004-1-11.14	3.9	Off Edwards Rd	323	Hay Production	No	Yes	N/A	Y
	Thesier, Steve	Pitcairn	1	200.004-1-8.1	116.8	Off Edwards Rd	910	Hay Production	No	Yes	N/A	Y
	Thesier, Steve	Pitcairn	1	201.003-1-6.112	2.6	900 Edwards Rd	314	Hay Production	No	Yes	N/A	Y
	Total		4		124.4							
AGRICULTURAL DISTRICT 2												
No.	Name	Municipality	No. of Parcels	Tax Map No.	Acres	Parcel Location	Prop Class	Use	Ag Assessment?	Prime Soils?	Zoning	Ag Allowed?
3	Gray, Matthew	Brasher	1	18.002-1-1.11	104.0	2935 CR 55	312	Cattle pasture	No	Yes	Hamlet & Rural	Y
4	Malelle, Wanda & Matt	Hopkinton	1	68.003-2-5	9.9	Off Wilson Rd	314	Convert to Pasture	No	No	N/A	Y
5	Cameron, Robert & Joanne	Louisville	1	23.001-3-14.1	42.1	Off Nation Rd	314	Christmas Tree Farm	No	Yes	Residential-Agricultural	Y
6	Harvey, Edward	Norfolk	1	16.002-4-33.1	30.8	113 & 119 Hough Rd	240	Residence	No	Yes	Residential-Hamlet & R-A	Y
7	Filatrault, Bradley & Leighton	Pierrepoint	1	104.001-1-5.21	39.1	Off Butternut Ridge Rd	105	Crops, pasture & woodlot	No	Yes	Agricultural-Residential	Y
8	Thompson, Wayne	Potsdam	1	75.004-1-17.1	67.1	120 Bagdad Rd	113	Hayfield & rowcrops	Yes	Yes	Residential-Agricultural	Y
	Thompson, Wayne	Potsdam	1	75.004-1-12.3	0.05	Off Bagdad Rd	N/A	Access to fields	Yes	Yes	Residential-Agricultural	Y
	Total		7		293.0							
Total for Ag Districts 1 and 2			11		417.5							

AG DISTRICT 1

Town of DeKalb
 St. Lawrence County
 2018 Agricultural District 1



Legend

- Property Boundary
- Agricultural District 1
- Requested Addition
- US Highway
- State Highway
- County Road
- Local Road
- Village
- Town
- County or State Land
- River or Lake

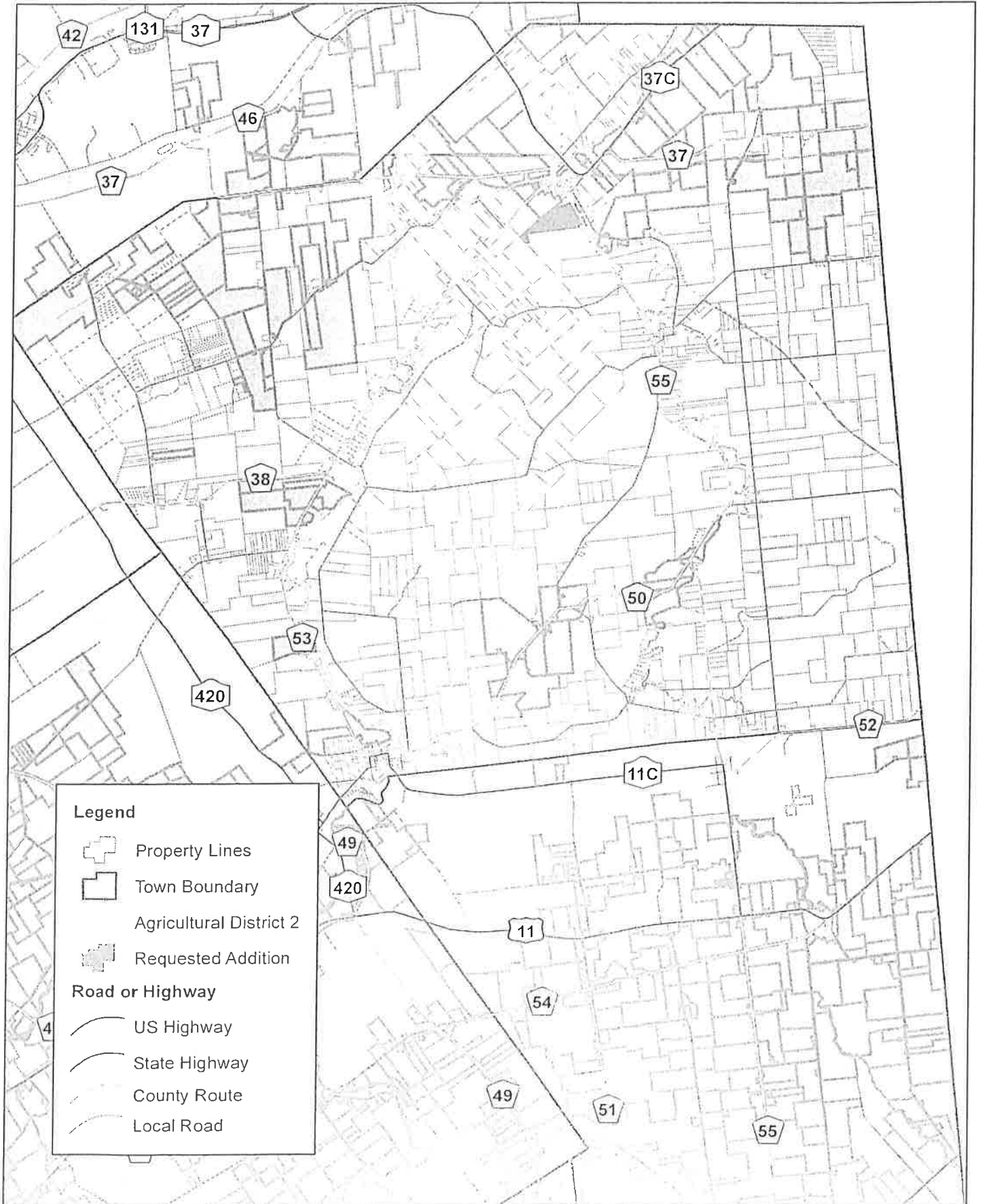
0 1 2 Miles



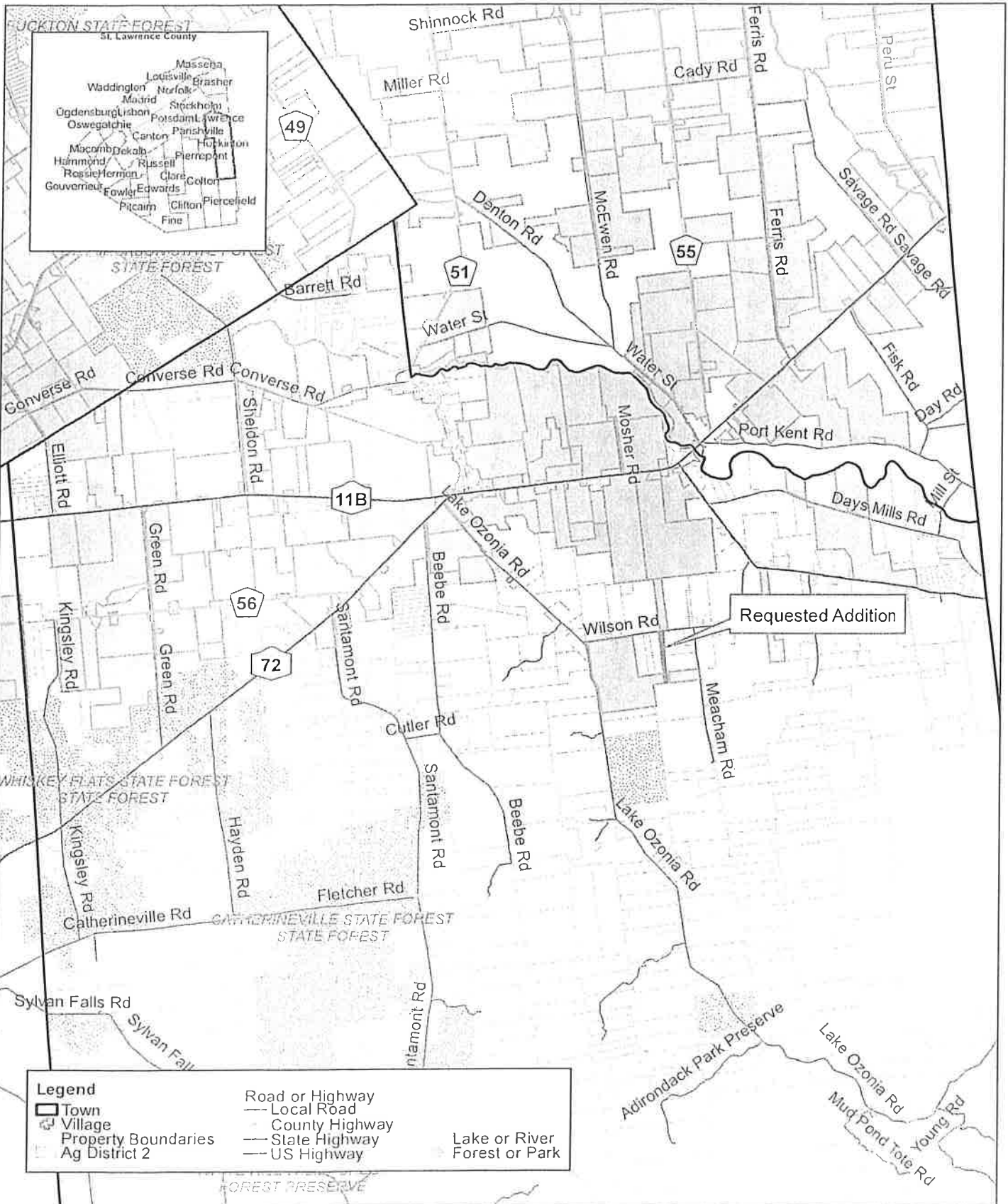
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AG DISTRICT 2

Town of Brasher, St. Lawrence County
 2018 Requested Additions to Ag District 2



Town of Hopkinton, St. Lawrence County
 2018 Ag District 2 Requested Addition

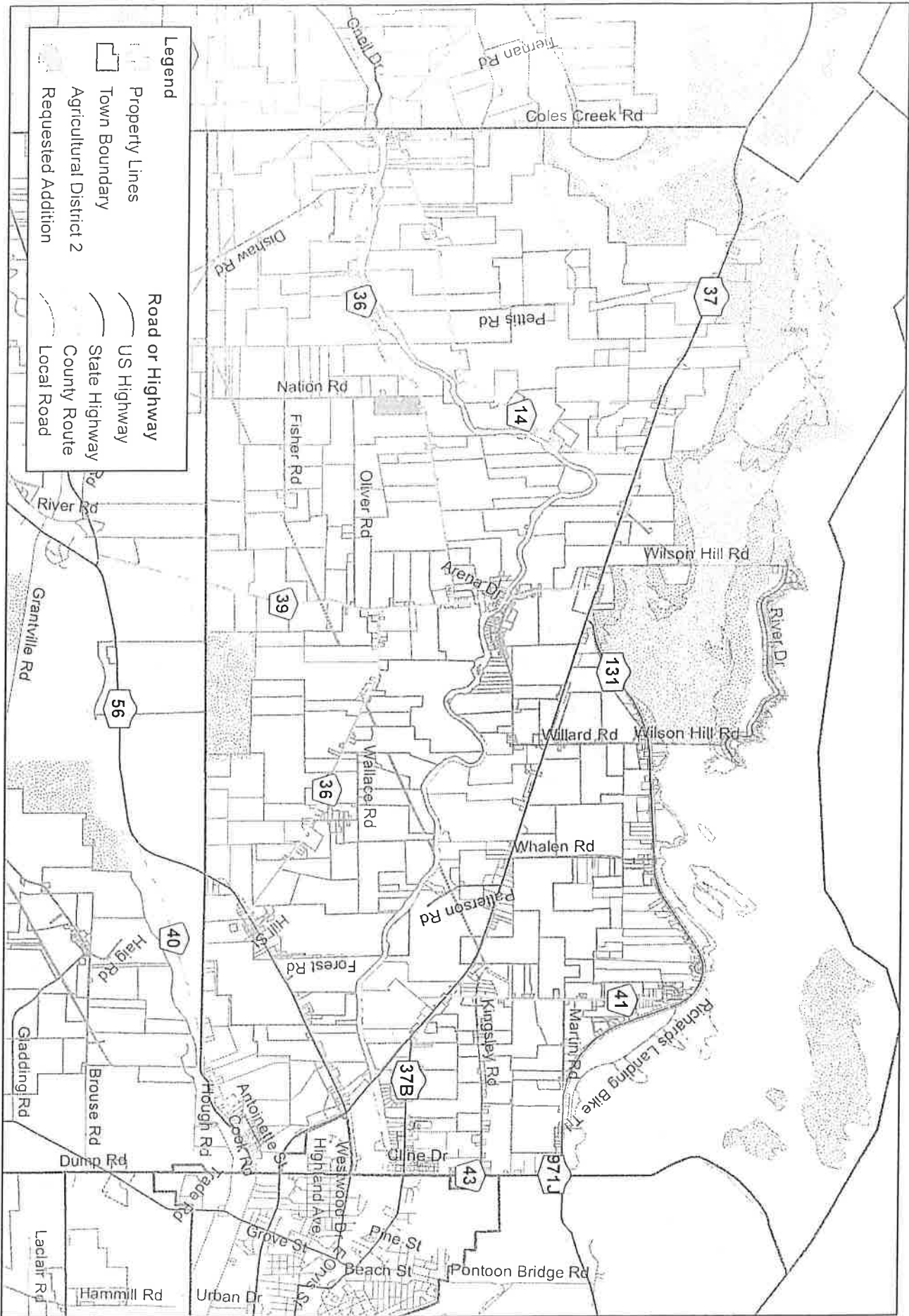


Legend	
	Town
	Village
	Property Boundaries
	Ag District 2
	Road or Highway
	Local Road
	County Highway
	State Highway
	US Highway
	Lake or River
	Forest or Park

0 1 2 Miles

1:80,000

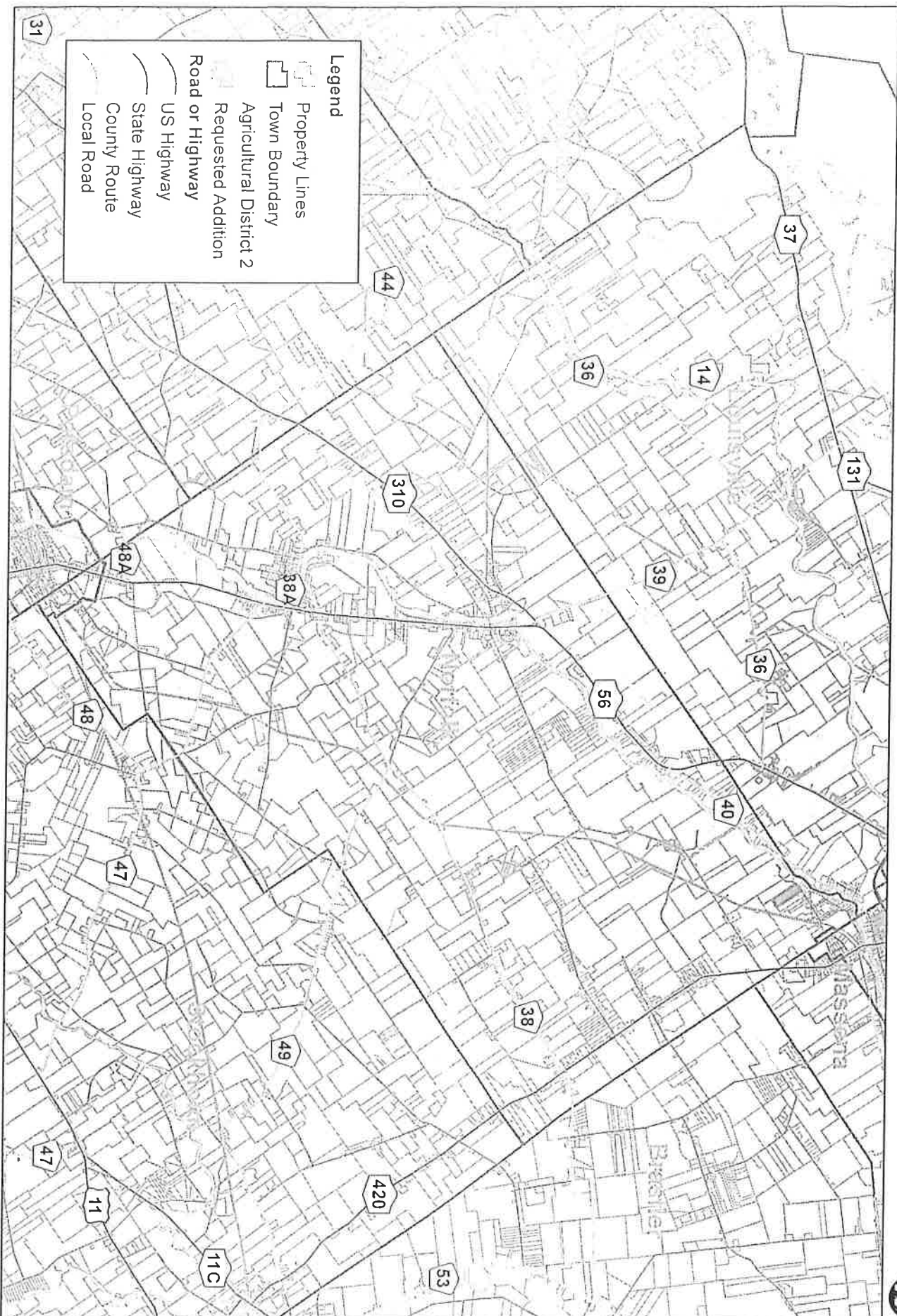
Town of Louisville, St. Lawrence County
 2018 Ag District 2 Requested Addition



1:80,000

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Town of Norfolk, St. Lawrence County
 2017 Requested Addition to Ag District 2



Legend

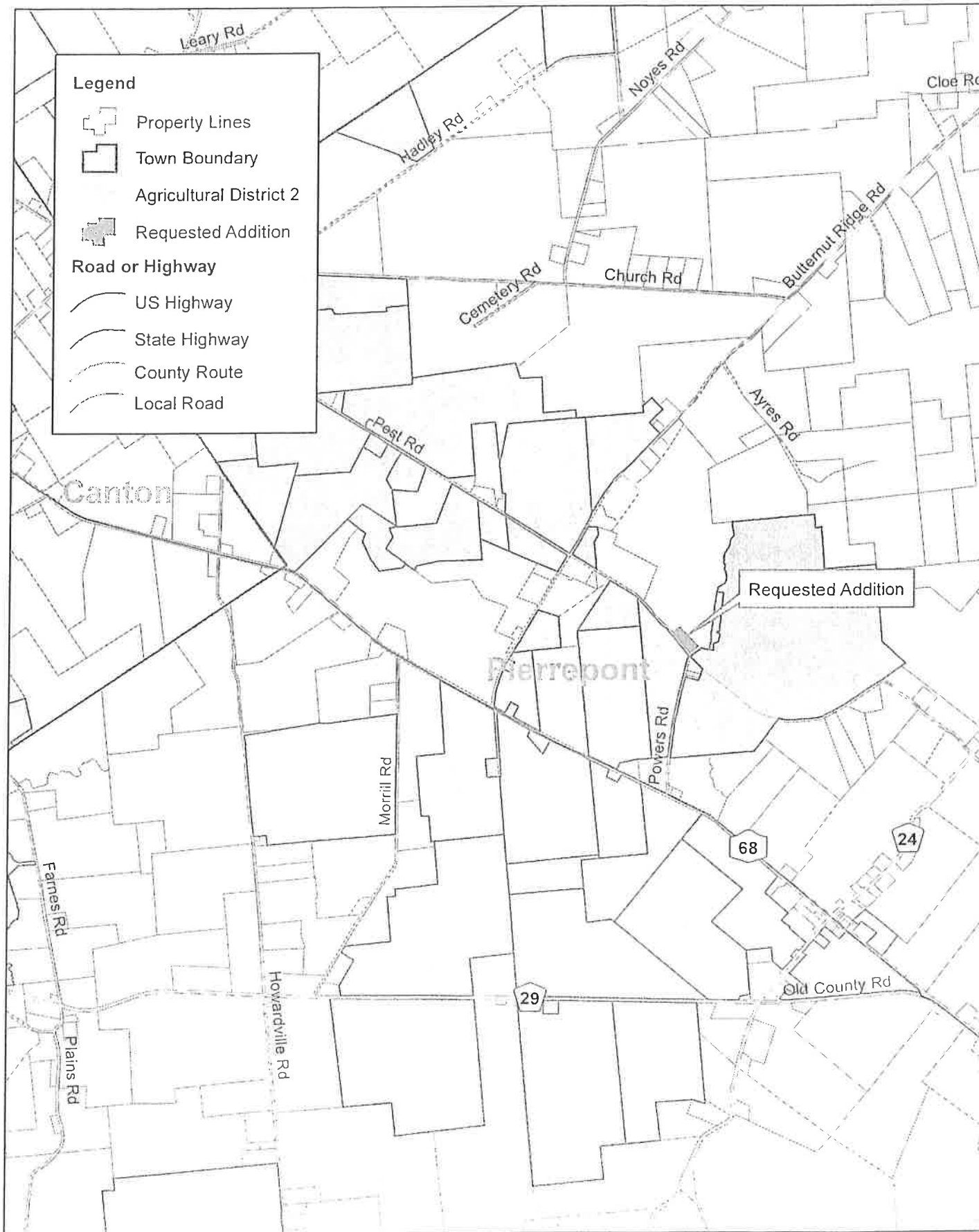
- Property Lines
- Town Boundary
- Agricultural District 2
- Requested Addition
- Road or Highway
- US Highway
- State Highway
- County Route
- Local Road



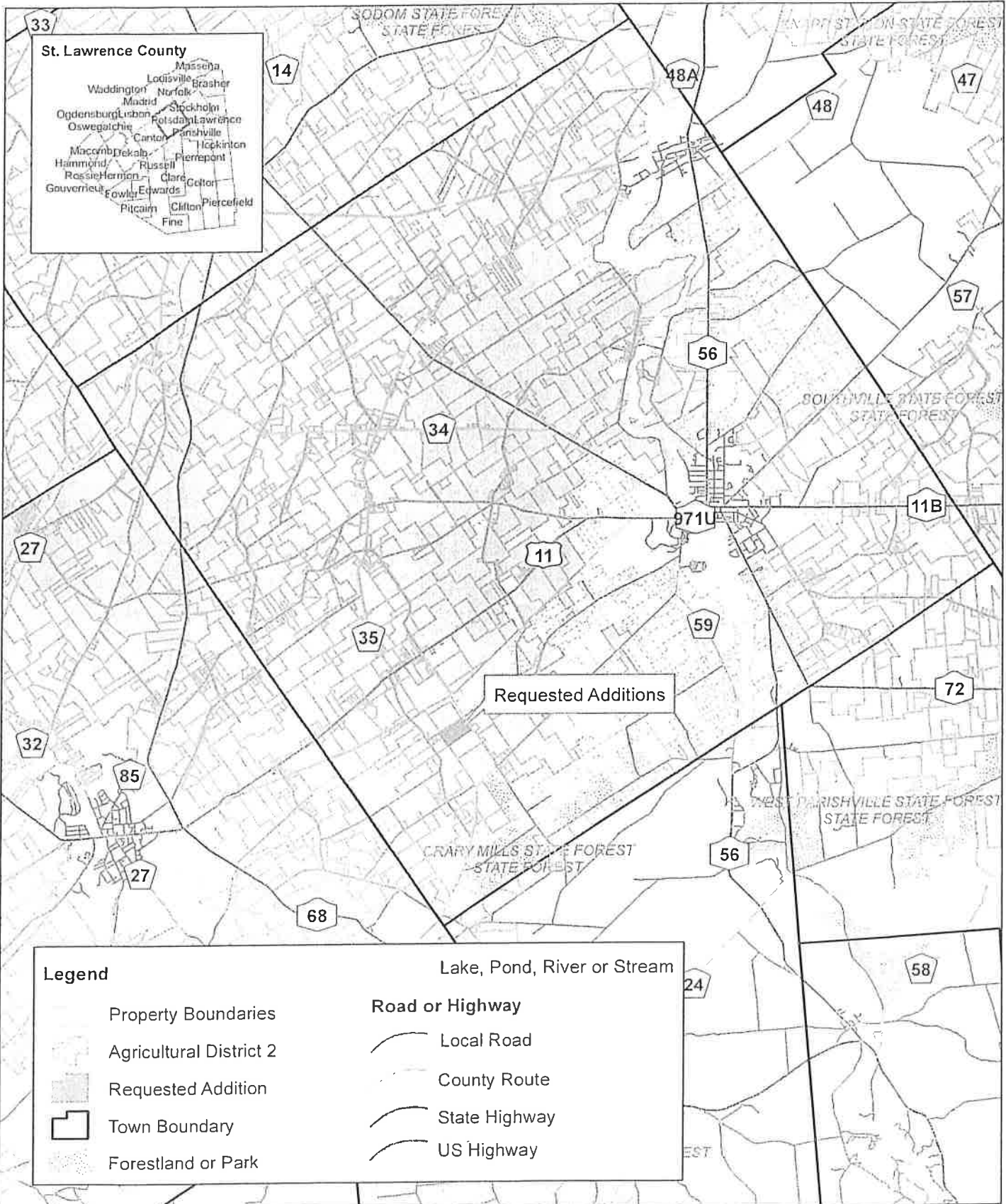
Map prepared by the St. Lawrence County Planning Office: (315) 379-2292

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Town of Pierrepont, St. Lawrence County
 2018 Ag District 2 Requested Addition



Town of Potsdam, St. Lawrence County 2018 Agricultural District 2 Add Request



0 1 2 Miles

1:130,000

June 4, 2018

Operations Committee: 5-14-2018

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH NEW YORK STATE ENVIRONMENTAL FACILITIES CORPORATION AND THE ST. LAWRENCE COUNTY SOIL AND WATER CONSERVATION DISTRICT FOR THE SEPTIC SYSTEM REPLACEMENT PROGRAM AND MODIFYING THE 2018 BUDGET FOR THE PLANNING OFFICE

By Mr. Hooper, Chair, Operations Committee

WHEREAS, the New York State Environmental Facilities Corporation (NYS EFC) awarded \$225,000 to St. Lawrence County to implement a Septic System Replacement Program Grant with multi-year options, and the County opted into earlier this year, and

WHEREAS, the St. Lawrence County Soil and Water Conservation District (SWCD) has offered to provide financial assistance for administrative costs associated with program implementation as this type of funding was absent from the grant in its current format, and

WHEREAS, the funding provided by the SWCD will not offset the cost of full implementation of the Grant award of \$225,000, and

WHEREAS, the intent to move ahead and begin implementation of the Grant with the funds provided by the SWCD will occur with efforts to locate additional sources of revenue to support the administration of the grant, it is possible that implementation may be impacted when administrative funding is exhausted,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with New York State Environmental Facilities Corporations and the St. Lawrence County Soil and Water Conservation District for the Septic System Replacement Program, and

BE IT FURTHER RESOLVED that the Treasurer is authorized to modify the 2018 Budget for the Planning Office, as follows, and to roll over any remaining funds to future years until the grant is fully expended:

INCREASE APPROPRIATIONS:

N1Z87904 460GP EFC	N Gen Nat Resources Cont	\$225,000
N1087904 43007 EFC	N Gen Nat Resources Cont	<u>20,000</u>
		\$245,000

INCREASE REVENUE:

N1Z39895 56000 EFC	N SA Other Home & Comm	\$225,000
N1012895 55000 EFC	N LR Other Gen Dept Income	<u>20,000</u>
		\$245,000

BE IT FURTHER RESOLVED that an update and notification will be provided to the Board of Legislators when additional administrative funding is necessary to proceed with the program.

June 4, 2018

Operations Committee: 5-14-2018

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN THE ALTERNATIVES TO
INCARCERATION (ATI) SERVICE PLAN CONTRACT**

By Mr. Hooper, Chair, Operations Committee

WHEREAS, the St. Lawrence County Alternatives to Incarceration Advisory Board approved an extension of the Alternatives to Incarceration (ATI) Plan Contract No. CL17-1038-D01/C523950 for St. Lawrence County for July 1, 2018 through June 30, 2019, and

WHEREAS, these pre-trial services were funded in the prior year, 2017-2018 contract term, with \$28,421, and

WHEREAS, these pre-trial services will be funded with \$28,421 in ATI funds which will reflect in account number Q1033105 56000 ATI, and

WHEREAS, the total cost of the ATI Program for 2018 is \$98,367, of which \$28,421 is ATI grant funded, and \$7,869 is covered under the NYS Office of Probation and Correctional Alternatives State Aid Block Grant leaving a County cost of \$62,077,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign the Alternatives to Incarceration (ATI) Services Plan Contract, upon approval of the County Attorney.

June 4, 2018

Operations Committee: 5-14-2018

RESOLUTION NO. _____

**PROCLAIMING MAY 13-19, 2018, AS POLICE OFFICER WEEK
IN ST. LAWRENCE COUNTY**

By Mr. Hooper, Chair, Operations Committee

WHEREAS, in 1962, President John F. Kennedy signed a proclamation which designated May 15 as Peace Officers Memorial Day and the week in which that date falls as Police Week, and

WHEREAS, all St. Lawrence County law enforcement agencies play essential roles in safeguarding the rights and freedoms of the citizens of the County, and

WHEREAS, Police Officer Week honors the Sheriff's Office, town and village police departments, and New York State Police, and recognizes the responsibilities and the professional duties of police officers who serve to protect the people of this County and State, and

WHEREAS, St. Lawrence County law enforcement agencies provide a vital public service to the wellbeing of the residents through dedicated service to communities and for preserving the rights and security of all citizens, and in doing so have established an honored and enduring reputation,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators proclaims May 13-19, 2018, as Police Officer Week in St. Lawrence County, and calls upon all citizens to join in honoring our police officers, past and present, for their performance of duty and service to St. Lawrence County.

June 4, 2018

Operations Committee: 5-14-2018

RESOLUTION NO. _____

**AUTHORIZATION TO ABOLISH AN ASSISTANT PUBLIC DEFENDER POSITION
AND CREATE A CHIEF ASSISTANT PUBLIC DEFENDER POSITION IN THE
OFFICE OF THE PUBLIC DEFENDER AND FILL AFTER A CONTRACT
HAS BEEN ESTABLISHED WITH THE NEW YORK STATE
OFFICE OF INDIGENT LEGAL SERVICES**

By Mr. Hooper, Chair, Operations Committee
Co-Sponsored by Mr. Forsythe, District 2 and Mr. Denesha, District 6

WHEREAS, on August 4, 2008, the St. Lawrence County Board of Legislators adopted Resolution No. 281-2008, which implemented a non-essential services hiring freeze, and

WHEREAS, the Board of Legislators reinstated the Vacancy Review Committee on August 13, 2015, which authorized the Committee to review all position requests and make recommendations to the Board of Legislators, and

WHEREAS, this vacancy has been reviewed and recommended by the Vacancy Committee to be filled, and now requires approval of the full Board, and

WHEREAS, the Office of the Public Defender is understaffed based on the caseload/attorney ratio when comparing the recent caseload standards with the actual number of cases maintained by the office, and

WHEREAS, the Public Defender would greatly benefit from the addition of a Chief Assistant Public Defender and will abolish an existing position in the office so that this position can more effectively assist with managerial duties, supervision of staff, and assisting with budget and reporting requirements, and

WHEREAS, the filling of this position will be contingent upon the availability of State funding,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Public Defender to abolish Position No. 0214007120 and create Position No. 021700002, Chief Assistant Public Defender, in the Public Defender's Office and fill after a contract has been established with the New York State Office of Indigent Legal Services, and

BE IT FURTHER RESOLVED that this position will be filled when a contract with the NYS Office of Indigent Legal Services is signed for Indigent Defense, and

BE IT FURTHER RESOLVED that if the additional funding for Indigent Defense ceases, the position will be abolished.

St. Lawrence County Vacancy Authorization Form

Date Submitted:	<u>March 1, 2018</u>		
To:	Ruth Doyle, County Administrator		
From:	<u>Steven G. Ballan, Esq.</u>		
Department:	<u>Public Defender</u>	Subunit (If applicable): _____	
Position Title:	<u>Chief Assistant Public Defender</u>	Date Position Vacated: N/A	
Budget Position Number:	<u>021700002</u>		
Reason Position is vacant:	<u>Position does not exist yet and is being created.</u>		
Revenue Generating Position:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, what percentage of salary and fringe is generated?	
Reimbursed by State or Federal Funds:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If yes, at what percent? <u>100%</u>	
Salary of person leaving position:	N/A	Base Salary of Position (If applicable, indicate hourly wage): \$68,951	
Benefits:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Estimated Total Cost of Fringe (52.77% of salary please calculate):	\$36,385	Net County Cost: \$0	
Position will be:	Full-Time <input checked="" type="checkbox"/>	Part-Time <input type="checkbox"/>	Number of Hours Weekly:
Appointee will be:	Permanent <input checked="" type="checkbox"/>	Temporary <input type="checkbox"/>	Provisional: <input type="checkbox"/> Other: <input type="checkbox"/>
<p>Detailed Justification: What is the impact on your Department if this position is not filled? Please provide, in detail, the need to fill the position, including the service provided, if it is mandated, the number of people (clients) affected, and what you will do if the position is not filled. In 2017, the New York State Office of Indigent Legal Services established case load standards to take effect gradually beginning in 2018 and must be fully implemented by 2023. At present, the St. Lawrence County Public Defender's Office is currently operated severely understaffed based on these caseload standards, therefore the creation of the Chief Assistant Public Defender position is essential in continuing to provide constitutionally mandated services to indigent clients. The goal of this position, while providing legal services to clients, will also be to assist the Chief Public Defender with managerial duties such as supervising staff and maintaining budgeting and reporting requirements.</p>			
Department Head		Date	
This request has been	<input type="checkbox"/> approved	<input type="checkbox"/> not approved	
County Administrator		Date	

June 4, 2018

Operations Committee: 5-14-2018

RESOLUTION NO. _____

**AUTHORIZATION TO CREATE AN ASSISTANT PUBLIC DEFENDER
IN THE OFFICE OF THE PUBLIC DEFENDER AND FILL AFTER A CONTRACT
HAS BEEN ESTABLISHED WITH THE NEW YORK STATE
OFFICE OF INDIGENT LEGAL SERVICES**

By Mr. Hooper, Chair, Operations Committee
Co-Sponsored by Mr. Forsythe, District 2 and Mr. Denesha, District 6

WHEREAS, on August 4, 2008, the St. Lawrence County Board of Legislators adopted Resolution No. 281-2008, which implemented a non-essential services hiring freeze, and

WHEREAS, the Board of Legislators reinstated the Vacancy Review Committee on August 13, 2015, which authorized the Committee to review all position requests and make recommendations to the Board of Legislators, and

WHEREAS, this vacancy has been reviewed and recommended by the Vacancy Committee to be filled, and now requires approval of the full Board, and

WHEREAS, the Office of the Public Defender is understaffed based on the caseload/ attorney ratio, when comparing the recent caseload standards with the actual number of cases this office maintains, and

WHEREAS, the filling of this position will be contingent upon the availability of State funding,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Public Defender to create Position No. 021400009, Assistant Public Defender, in the Public Defender's Office, and

BE IT FURTHER RESOLVED that this position will be filled when a contract with the NYS Office of Indigent Legal Services is signed for Indigent Defense, and

BE IT FURTHER RESOLVED that if the additional funding for Indigent Defense ceases, the position will be abolished.

St. Lawrence County Vacancy Authorization Form

Date Submitted:	<u>March 1, 2018</u>		
To:	Ruth Doyle, County Administrator		
From:	<u>Steven G. Ballan, Esq.</u>		
Department:	<u>Public Defender</u>	Subunit (If applicable): _____	
Position Title:	<u>Assistant Public Defender</u>	Date Position Vacated: <u>N/A</u>	
Budget Position Number:	<u>021400009</u>		
Reason Position is vacant:	<u>Position does not exist yet and is being created.</u>		
Revenue Generating Position:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, what percentage of salary and fringe is generated?	
Reimbursed by State or Federal Funds:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If yes, at what percent? <u>100%</u>	
Salary of person leaving position:	N/A	Base Salary of Position (If applicable, indicate hourly wage): \$64,020	
Benefits:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Estimated Total Cost of Fringe (52.77% of salary please calculate):	\$33,783	Net County Cost: \$0	
Position will be:	Full-Time <input checked="" type="checkbox"/>	Part-Time <input type="checkbox"/>	Number of Hours Weekly:
Appointee will be:	Permanent <input type="checkbox"/>	Temporary <input type="checkbox"/>	Provisional: <input type="checkbox"/> Other: <input type="checkbox"/>
Detailed Justification: What is the impact on your Department if this position is not filled? Please provide, in detail, the need to fill the position, including the service provided, if it is mandated, the number of people (clients) affected, and what you will do if the position is not filled. In 2017, the New York State Office of Indigent Legal Services established case load standards to take effect gradually beginning in 2018 and must be fully implemented by 2023. At present, the St. Lawrence County Public Defender's Office is currently operated severely understaffed based on these caseload standards, therefore the creation of the Assistant Public Defender position is essential in continuing to provide constitutionally mandated services to indigent clients. The goal of this position will be to provide necessary legal services with the overarching goal of balancing out the caseloads among attorneys in the office, in order to begin to comply with the NYS ILS caseload standards.			
Department Head		Date	
This request has been	<input type="checkbox"/> approved	<input type="checkbox"/> not approved	
County Administrator		Date	