

Chair Lightfoot called the meeting to order at 6:00 p.m.

ROLL CALL: All Legislators were present.

APPROVAL OF THE AGENDA: Ms. Terminelli moved to approve the agenda, seconded by Ms. Curran, and carried unanimously by a voice vote with twelve (12) yes votes, and three (3) absent (Acres, Reagen, and Sheridan).

Mr. Acres, Mr. Reagen, and Mr. Sheridan arrived at 6:01 p.m.

Mr. Denesha led everyone in prayer followed by the Pledge of Allegiance.

APPROVAL OF MINUTES: Ms. Curran moved to approve the July 1, 2019 meeting minutes, seconded by Ms. Arquiett, and carried unanimously by a voice vote with fifteen (15) yes votes.

COMMUNICATIONS: The following correspondence were read by the Deputy Clerk:

1. A thank you card was received from Megan Montpetit of Heuvelton Central School for a Capital District Off-Track Betting Scholarship awarded to her by St. Lawrence County.
2. A letter was received from Mark White, Superintendent of Hermon Dekalb School, for the Capital District Off-Track Betting Scholarship that was awarded to one of his students.
3. A thank you card was received from Karissa Smith of Hermon Dekalb School for a Capital District Off-Track Betting Scholarship awarded to her by St. Lawrence County.

CITIZEN PARTICIPATION: There was no citizen participation.

PRESENTATION OF RESOLUTIONS:

Operations Committee: 7-15-2019

RESOLUTION NO. 277-2019

AUTHORIZING THE ISSUANCE OF A NEGATIVE DECLARATION RELATED TO THE CONSTRUCTION OF TWO TELECOMMUNICATION TOWERS AND AUTHORIZING THE CHAIR TO SIGN AN INTERMUNICIPAL AGREEMENT WITH THE TOWN OF WADDINGTON FOR A PROPOSED SITE TO CONSTRUCT A TELECOMMUNICATION TOWER IN THE TOWN OF WADDINGTON

By Mr. Denesha, Chair, Operations Committee

WHEREAS, as part of the 2019 Interoperability Tower Project the Board of Legislators would like to authorize the construction of a new telecommunication towers in the Towns of Hammond, Waddington, and Gouverneur in order to enhance emergency communications throughout the County, and

August 5, 2019

WHEREAS, the goal of the County is to have an intermunicipal agreement with the Town of Waddington, acquire the preferred site in the Town of Hammond, and award contracts for the design and fabrication of these towers in Hammond, Waddington, and Gouverneur, and

WHEREAS, the acquisition of land and award of contracts constitutes an "action" as delineated in 6 NYCRR Part 617 and requires that the County comply with the requirements of the New York State Environmental Quality Review Act (SEQRA), and

WHEREAS, Long Environmental Assessment Forms (EAF) identifying and assessing the potential adverse environmental impacts associated with the proposed construction at each of these two sites have been prepared and distributed in an electronic version to the members of this Board for review, and

WHEREAS, the preparation of the EAF incorporated data was collected from the following sources: NYS Department of Environmental Conservation critical habitats databases, NYS Office of Parks, Recreation and Historic Preservation information on archeological sites and concerns, FEMA FIRM maps for each town, state and federal wetlands delineation maps, a state and federal wetland delineation study, internal engineering assessments, radio telemetry studies, a phase-1 environmental audit of the site, highway sufficiency ratings, soil maps and soil boring data, a site survey and assessment of local land use regulations and design considerations that may be incorporated to minimize adverse impacts, and

WHEREAS, the County determined that there are no other "involved" agencies as defined in § 617.6 (b) (4),

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the issuance of a negative declaration related to the construction of two telecommunication towers, and

BE IT FURTHER RESOLVED that based upon the environmental assessment and supporting materials, the Board of Legislators has determined that the development of these projects will not result in any significant adverse environmental impacts related specifically to the construction of the Hammond tower occurring after July 15th and that such tower specifically be "non-guyed" and less than 200' in height to minimize impact upon Northern Harriers (a NYS Threatened Species which have been observed proximate to the site), all conditions which are consistent with planned actions and activities, and

BE IT FURTHER RESOLVED that the Board of Legislators directs the County Administrator to prepare a "Negative Declaration" which indicates that the Board of Legislators determines that the no adverse environmental impacts will result from these projects based upon the summary of environmental impacts as described in the full EAF and incorporating the points noted in the staff presentation and Board discussion of this resolution, and

BE IT FURTHER RESOLVED that the Board of Legislators directs the County Administrator to file the "Negative Declaration" in compliance with the requirements of § 617.12; determines that completion of this environmental review fulfills the requirement of the

August 5, 2019

Board under SEQRA; and further determines that the Board is free to take "actions" on the project as defined under 6 NYCRR Part 617, and

BE IT FURTHER RESOLVED that the Board of Legislators authorizes the Chair to sign an intermunicipal agreement with the Town of Waddington for a proposed site to construct a telecommunication tower in the Town of Waddington, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the Board of Legislators expects to fully comply with any and all permit conditions during construction and occupancy of the building, as may be required, including the specific construction considerations in Hammond.

Mr. Denesha moved to adopt Resolution No. 277-2019, seconded by Ms. Curran and Mr. Forsythe, and carried unanimously by a voice vote with fifteen (15) yes votes.

Operations Committee: 5-13-2019

RESOLUTION NO. 278-2019

AUTHORIZING THE CHAIR TO SIGN A PURCHASE AGREEMENT WITH DAVID W. STOUT III AND MARIE SUSAN STOUT FOR LAND TO CONSTRUCT A TELECOMMUNICATION TOWER IN THE TOWN OF HAMMOND AND MODIFYING THE 2019 BUDGET FOR EMERGENCY SERVICES

By Mr. Denesha, Chair, Operations Committee

WHEREAS, as part of the Interoperability Tower Project, Emergency Services is in the process of increasing its communication capabilities for notifying and communicating with first responders within the County by building new towers to public safety standards, and

WHEREAS, as part of the project, the County would like to purchase one quarter (.25) of an acre parcel of land, to include an approximately 600' long easement for a twenty foot wide right-of-way for a road through the existing lot to access the proposed tower site, and

WHEREAS, the parcel will be a portion of tax map number 111.004-2-2.2, listed as 236 Sand Street Road in the Town of Hammond from David W. Stout III and Marie Susan Stout for the purchase price of \$10,000, and

WHEREAS, presently Emergency Services does have a radio antenna on the side of the Hammond Central School building that is at a low elevation and receives considerable interference from the building making communications difficult in that area of the County, and the new tower location will allow the antenna to be elevated and away from any interference, and

August 5, 2019

WHEREAS, this site should increase our communication abilities in the Towns of Hammond, Macomb, Rossie, and Morristown, and

WHEREAS, the purchase will provide Emergency Services with the ability to build a communication tower to public safety standards to enhance the communications of all first responders in the area, and

WHEREAS, the site development and tower expenses will be eligible for funding through grant monies; however, site acquisition is not a reimbursable expense, and

WHEREAS, the Board of Legislators has previously requested and received a SEQRA determination for this action, and can act to acquire the site for its use,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a purchase agreement with David W. Stout III and Marie Susan Stout for land to construct a telecommunication tower in the Town of Hammond, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the Board of Legislators authorize all necessary filings to transfer the parcel of land, and

BE IT FURTHER RESOLVED that the Treasurer is authorized to modify the 2019 Budget for Emergency Services, as follows:

DECREASE APPROPRIATIONS:

B1019904 49700	B SPEC Contingency Account	\$10,000
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INCREASE APPROPRIATIONS:

XP036402 27000	X PSCS Land Purchases	\$10,000
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Mr. Denesha moved to adopt Resolution No. 278-2019, seconded by Mr. Sheridan and Mr. Forsythe, and carried unanimously by a roll call vote with fifteen (15) yes votes.

August 5, 2019

Operations Committee: 7-15-2019

RESOLUTION NO. 279-2019

**MODIFYING THE 2019 BUDGET FOR THE OFFICE OF EMERGENCY SERVICES
FOR THE FY18 PSAP GRANT**

By Mr. Denesha, Chair, Operations Committee

WHEREAS, Resolution No. 344-2018 accepted an FY18 PSAP Grant from the New York State Division of Homeland Security in the amount of \$200,279 with a contract period of January 1, 2019 to December 31, 2019, and

WHEREAS, the resolution also established two accounts: one for equipment and one for contractual for all the grant expenditures (X2Z36402 25000 PSAP and X2Z36404 43007 PSAP), and

WHEREAS, the contractual expenditures are going to be more than anticipated for 2019,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2019 Budget for the Office of Emergency Services for the FY18 PSAP Grant, as follows:

DECREASE APPROPRIATIONS:

X2Z36402 25000 PSAP	X PSAP Technical Equipment	\$11,500
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INCREASE APPROPRIATIONS:

X2Z36404 43007 PSAP	X PSAP Other Fees & Services	\$11,500
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Mr. Denesha moved to adopt Resolution No. 279-2019, seconded by Ms. Terminelli and Ms. Curran, and carried unanimously by a roll call vote with fifteen (15) yes votes.

August 5, 2019

Operations Committee: 7-15-2019

RESOLUTION NO. 280-2019

**MODIFYING THE 2019 BUDGET FOR THE PLANNING OFFICE
FOR THE PURCHASE AND INSTALLATION OF A MOBILE WI-FI SYSTEM
FOR THE PUBLIC TRANSIT SYSTEM**

By Mr. Denesha, Chair, Operations Committee

WHEREAS, the County issued a Request for Proposals for the purchase and installation of a mobile Wi-Fi system for the public transit buses, and

WHEREAS, two proposals were received and a purchase order will be issued to the lowest responsible bidder, and

WHEREAS, the budget revisions based on the lowest responsible bid need to be authorized as part of the 2019 County Budget,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2019 Budget for the Planning Office for the purchase and installation of a mobile Wi-Fi System for the Public Transit System, as follows:

INCREASE REVENUE:

N2B35945 56002	N SA Capital Funds for Bus	\$24,024
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INCREASE APPROPRIATIONS:

N2B56302 25000	N Technical Equipment	\$24,024
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Mr. Denesha moved to adopt Resolution No. 280-2019, seconded by Ms. Curran and Ms. Terminelli, and carried unanimously by a roll call vote with fifteen (15) yes votes.

August 5, 2019

Operations Committee: 7-15-2019

RESOLUTION NO. 281-2019

APPROVAL OF REVISED ST. LAWRENCE COUNTY PURCHASING POLICY

By Mr. Denesha, Chair, Operations Committee

WHEREAS, the St. Lawrence County Purchasing Policy has been reviewed by the Purchasing Office, and

WHEREAS, recommendations have been made for revisions to the policy most recently updated in Resolution No. 286-2010, and

WHEREAS, the proposed revised St. Lawrence County Purchasing Policy, dated August 5, 2019, contains changes that are allowable under New York State General Municipal Law,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators approves the revised St. Lawrence County Purchasing Policy dated August 5, 2019.

Mr. Denesha moved to adopt Resolution No. 281-2019, seconded by Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

August 5, 2019

**ST. LAWRENCE COUNTY
PURCHASING POLICY**



Revised August 5, 2019

TABLE OF CONTENTS

	<u>Pages</u>
Introduction	2
Definition of Terms	3
Purchasing Policy and Control	
Procedures for the Purchase of Commodities, Equipment or Goods	5
Procedures for Public Works Projects/Contracts	7
Procedures for Professional Services and/or Consultants	8
Request for Proposal Guidelines.....	10
Federal Program Guidelines.....	11
Policy Notes and Exceptions	12
Purchasing Procedures	
General.....	14
Blanket Purchase Orders.....	15
Confirming Orders.....	16
Exceptions to Purchasing System.....	16
County Purchasing.....	17
Sale and Disposition of County Owned Personal Property.....	18

August 5, 2019

INTRODUCTION

Purchasing is a term used to describe the activities of obtaining materials, supplies, equipment and services that are required for the operation of county business.

The purchasing system is governed by General Municipal Law Sections 103 and 104, the goal of which is the protection of the public's tax dollar from elements of favoritism, improvidence, extravagance, corruption and fraud.

In general, the objectives of purchasing are to buy materials, supplies, equipment and services of the right quality, in the right quantity, from the right source and at the right price.

The Board of Legislators has delegated the responsibility and authority for purchasing and all of the accompanying functions to the County Administrator, through the Purchasing Office.

The keynote of any successful purchasing system is cooperation; cooperation between department heads and the Purchasing Office, cooperation between the Purchasing Office and the fiscal officer, cooperation between the governing board and all officers and employees of the County.

August 5, 2019

DEFINITIONS OF TERMS

As used in this handbook:

1. "Blanket Purchase Order" shall mean a purchase order which is issued to one vendor for a specific period of time for items frequently purchased.
2. "Board" shall mean the Board of Legislators.
3. "Claim" shall mean a vendor's request for payment for materials furnished or for services rendered.
4. "Commodities" shall mean standard articles of commerce in the form of material goods, supplies, products or similar items.
5. "Invitation for Sealed Bids" shall mean the solicitation process used for competitive, sealed bidding. The response to a sealed bid is an offering which must be accepted or rejected without change.
6. "Invoice" shall mean a formal statement or billing submitted by a vendor, showing the amount due and terms of payment for supplies delivered or for services rendered.
7. "Piggybacking" shall mean the purchasing of commodities and/or services by utilizing a contract let by another public entity. (Can only be done when certain criteria are met. Contact Purchasing Office for more information).
8. "Professional Services" are unique, technical functions performed by independent contractors whose occupation is the rendering of such services and whose services often require a license to operate. Examples include but are not limited to the following: medical services, management consultation services, architects and/or engineering services, accounting, appraisal and legal services.
9. "Public Emergency" shall mean the need for the procurement of goods or services arising out of an accident or other unforeseen occurrences or conditions whereby circumstances may affect public buildings, public property or the life, health, safety or property of the inhabitants of St. Lawrence County.
10. "Public Work" shall mean construction, including major repairs or alterations, general maintenance and/or repairs to County buildings, building services contracts or other labor-intensive projects.
11. "Purchase Order" shall mean a formal, detailed notice to a vendor to furnish supplies or equipment.
12. "Purchasing" shall mean the act of obtaining supplies, equipment or services necessary to

August 5, 2019

carry out a particular function of the County.

13. "Purchasing Agent" shall mean the person designated to contract for necessary supplies, equipment and services. The St. Lawrence County Board of Legislators has delegated these responsibilities to the County Administrator.
14. "Request for Proposals" (RFP) shall mean a more complicated and detailed form of a quote, usually used when acquiring a professional service such as architect or consultant. An RFP should include a work statement or performance specification detailing what is required, the time frames within which the work is to be completed and evaluation criteria by which a proposer will be judged. The firm's experience and ability to perform the specified work, the firm's personnel and past performance may be evaluated. Price is not the sole factor in determining the award of the proposal.
15. "Request for Qualifications" (RFQ) shall mean a qualifications-based selection process. Firms are asked to submit their qualifications for a project, allowing the County to select the firm who is most qualified for the project. It is allowable for fee negotiations to begin after the firm has been identified.
16. "Request for Quotation" shall mean the process used for seeking competition on small Purchases which do not require competitive sealed bidding. The quotation response shall be accepted as-is, without change or negotiation.
17. "Requisition" shall mean a written request to the Purchasing Office for one or more items or services necessary to carry on or improve a particular function of the County.
18. "Requisitioner" shall mean the official or department head, or their authorized subordinate, initiating a request for goods or services.
19. "Services" shall mean the furnishing of labor, time or effort by a contractor, not involving the delivery of a specific end product.
20. "Specifications" shall mean a written description of needed supplies, equipment or services setting forth in a clear and concise manner the characteristics of the items and/or services to be purchased and the circumstances under which the purchase will be made.
21. "Vendor" shall mean a supplier of goods or services to the County.

August 5, 2019

PURCHASING POLICY AND CONTROL

1. The Purchasing Office shall be responsible for developing and administering the purchasing program of St. Lawrence County in conjunction with the St. Lawrence County Board of Legislators.
2. The St. Lawrence County Purchasing Office is hereby authorized to make all purchases of necessary goods and services by any means legally available within the State of New York and within all applicable rules and regulations, in the best interest of the taxpayers of St. Lawrence County.

As authorized by New York General Municipal Law 103 and St. Lawrence County Local Law No. 1 for the year 2014, purchase contracts (including contracts for service work, but excluding any purchase contracts necessary for the completion of a public works contract pursuant to article eight of the Labor Law) may be awarded on the basis of best value, as defined in section 163 of the State Finance Law and as authorized in section 103 of the General Municipal Law, to a responsive and responsible offeror. When the bid specifications state that the bid will be awarded on the basis of "best value", the specifications will also include the criteria that will be used to award the bid. In assessing best value when awarding the purchase contract, non-price factors can be considered. Non-price factors can include, but are not limited to, environmental benefits, energy efficiency, reliability of a product, efficiency of operation, difficulty/ease of maintenance, useful lifespan, ability to meet needs regarding timeliness of performance, and experience of a service provider with similar contracts. The basis for a best value award, however, must reflect, whenever possible, objective and quantifiable analysis. Bids awarded by best value must be scored and the scoring must be documented. The manner in which the evaluation and award of offers will be conducted and, as appropriate, the relative importance of weighting of price and non-price factors should be included in the bid specifications. Such basis may also identify a quantitative factor for offerors that are small business or certified minority or women-owned business enterprises as defined in subdivisions one, seven, fifteen and twenty of section 310 of the Executive Law.

Not all bids will benefit nor are eligible for the best value award method. Prior approval from the Purchasing Office is required to proceed with a bid to be awarded by best value. Bids solicited in this manner will be titled a Request for Competitive Offers. Bids to be awarded in this manner must still be awarded to a responsive and responsible bidder or offeror.

August 5, 2019

**PROCEDURES FOR THE PURCHASE OF
COMMODITIES, EQUIPMENT OR GOODS**

DOLLAR LIMIT	PROCEDURE
\$1 - \$2,000	At the discretion of the Purchasing Office
\$2,001 - \$8,000	Documented telephone quotes from at least 3 separate vendors (if available). Confirming fax/email quotes from at least 3 separate vendors (if available)
\$8,001-20,000	Formal written quotes from at least 3 separate vendors (if available)
	Proper documentation, acceptable to the Purchasing Office, must be given if the required number of quotes cannot be accommodated.
\$20,001 and up	Sealed bids in conformance with Municipal Law, Section 103.

The following language should be added to applicable bids (those for goods and services which do NOT require prevailing wages):

“The contract, if awarded, will be to the lowest responsive/responsible bidder (s) in part or in whole who meet (s) all the terms of the specifications. St. Lawrence County guarantees no minimum or maximum purchases or contracts as a result of award of this bid. St. Lawrence County reserves the right to allow all municipal and not for profit organizations authorized under the General Municipal Laws of the State of New York to purchase any goods and/or services awarded as a result of this bid in accordance with the latest amendments to NYS GML 100 through 104. However, it is understood that the extension of such contracts are at the sole discretion of the vendor and the vendor is only bound to any contract between St. Lawrence County and the vendor. Vendor may not look to St. Lawrence County for payment in the event another municipality or authorized entity piggybacks on a St. Lawrence County awarded bid and orders equipment, materials or supplies, but fails to pay for them. Additionally, St. Lawrence County reserves the right to purchase any goods or services included as a part of this bid from any means legally available to it at any time.”

Proper documentation is required when the quote or bid is not awarded to the vendor giving the lowest price. Quotes and/or bids will be awarded to the lowest responsible and responsive vendor.

August 5, 2019

**PROCEDURES FOR PUBLIC WORK
PROJECTS/CONTRACTS**

Section 220 of the Labor Law requires public work contractors and subcontractors to pay laborers, workers, etc., employed in the performance of a public work contract not less than the prevailing rate of wage and to provide supplements (fringe benefits) in accordance with the prevailing practices in the locality where the work is performed.

Whenever a project is contemplated where labor is involved, the issue of prevailing wages should be considered. The prevailing rate schedule must be included in the specifications for the contract to be awarded and is deemed part of the public work contract.

You must send in a request for a Prevailing Wage Schedule for the particular job in question. You will receive a package of current wage schedules, along with forms that must be filled out and returned to the Labor Department. Each job has its own assigned number and name. For example, you cannot just use a Prevailing Wage Schedule for carpenters for each carpenter job that comes along. You must request a Prevailing Wage Schedule for each particular job.

PUBLIC WORK PROJECTS/CONTRACTS

DOLLAR LIMIT	PROCEDURES
\$1 - \$5,000	At the discretion of the Purchasing Office
\$5,000 - \$15,000	Documented telephone quotes from at least 3 separate vendors (if available). Confirming fax/email quotes from at least 3 separate vendors (if available)
\$15,000 - \$35,000	Formal written quotes or Request for Proposals from at least 3 separate vendors (if available) are required
\$35,001 and up	Formal sealed bids in conformance with General Municipal Law, Section 103.

In all circumstances, whenever the lowest quote is not awarded, there must be written documentation of the reason for the award. Under no circumstances can a quote that exceeds the bid limit be awarded.

August 5, 2019

**PROCEDURES FOR PROFESSIONAL SERVICES
AND/OR CONSULTANTS**

The intent of General Municipal Law, Section 104-b, also includes the hiring of consultants and professionals for services. The following policy shall apply:

DOLLAR LIMIT	PROCEDURE
\$1 - \$5,000	Award will be upon the recommendation of the department head, and with the approval of the Purchasing Office.
\$5,001 - \$20,000	Documented telephone quotes from at least 3 separate vendors (if available) with confirming fax/email quotes. The award will be made upon the recommendation of the department head and the approval of the Purchasing Office.
\$20,001-\$50,000	Prices will be obtained by formal written quotes from at least 3 separate vendors (if available). The award will be made upon the recommendation of the department head and the approval of the Purchasing Office.
\$50,001 and up	Prices will be obtained by either Request for Proposals (RFP) or Request for Qualifications (RFQ) from at least 3 separate vendors (if available). The award will be made upon recommendation of the department head and the approval of the Purchasing Office.

ALL RFPS AND RFQS SHALL BE REVIEWED BY THE PURCHASING OFFICE PRIOR TO DISTRIBUTION TO PROSPECTIVE VENDORS

The County may vary from this professional services procurement policy, with County Administrator and/or Board of Legislators approval.

Please see RFP guidelines section on the next page for assistance in preparing RFPs.

Awards to someone other than the lowest proposer must be properly documented with the rationale/reason for rejection of the lowest price. Any and all procedures not specifically covered in this policy will be adhered to as covered in General Municipal Law, Section 104-b.

Exceptions to the Professional Services process are as follows. These procurements are subject to the approval of the Purchasing Office:

August 5, 2019

1. Human Service contracts which provide Direct Professional Services to clients. These services shall include, but not be limited to the following:
 - a. Agreements between the County Board and non-profit organizations, the federal government, or other state or local governments, including the transfer, sale or exchange of goods and/or services.
 - b. Contracts in which the nature and scope requires contracting with multiple agencies or individuals to provide the same service, or which all vendors are needed to fulfill the demand.
 - c. Set Rate Contracts - those contracts that the payment rate is set by local, state or federal agencies.
 - d. Human service contracts in which client-choice is required by state or federal guidelines.
2. Professional Service Agreements and Contracts between the County and the Following:
 - a. United States Government.
 - b. New York State Government, including, but not limited to, state agencies and units of the State University of New York.
 - c. Other local governments, school districts, and Board of Cooperative Educational Services (BOCES).
 - d. Not-For-Profit Organizations.
 - e. Public Benefit Corporations or Public Authorities.
 - f. Cornell Cooperative Extension.
 - g. Soil and Water Districts.
3. Contracts for legal services and support services related to the provision of the legal services.

REQUEST FOR PROPOSAL GUIDELINES

A Request for Proposals (RFP) is a formal invitation to submit an offer. The offer is to provide a solution to a problem or a need that an organization has identified. The RFP is used when the County isn't sure what solution would best suit our needs or when we are looking for different solutions. RFP should be used when procuring professional services which involve a specialized skill, training or expertise (i.e. architects, engineers, consultants, software specialists).

All RFP should contain the following:

- Background Information (provide a brief overview of your organization; provide a brief overview of the procurement subject matter; describe the background surrounding this procurement; list key dates/events, including the due date for the RFP and possibly the time frame for selection of proposal by the County; list definitions)
- Objectives and Technical Requirements (include specific objectives and desired outcomes – also include any specific technical requirements for the contract. List any criteria which are required to qualify vendors for this procurement. This may include past

August 5, 2019

experience requirements, financial statements, staffing and personnel biographies and certification/license requirements)

- Cost Proposal Requirements (describe how you would like the cost proposals submitted (i.e. fixed price, lump sum, cost plus)
- Contractual Terms and Conditions (list the standard terms and conditions – include a sample contract if available)
- Administrative Section (describe how inquiries to the RFP can be handled, pre-proposal conference info, insurance requirements)
- Proposal Format & Content (describe in what format all proposals are to be submitted – proposals can be rejected if not submitted in the proper format)
- Proposal Evaluation Criteria (describe what criteria will be used to evaluate the RFP)
- Proposal Evaluation Team (List who will be evaluating the RFP)
- Attachments (list what attachments, i.e. non-collusion certificates, reference sheets, etc. that must be returned with the proposal)

FEDERAL PROGRAM GUIDELINES

The federal programs of the County are governed by the Uniform Guidance issued by the Federal Office of Management and Budget (OMB). In accordance with the requirements set forth by 2 CFR sections 200.317 through 200.326 of the Uniform Guidance, the following guidelines must be followed.

- Article 3, Section B of the St. Lawrence County Ethics Law sets forth policy that County officers or employees must avoid conflicts or potential conflicts of interest. This would include conflicts of interest with regards to the selection, award, and administration of contracts.
- State or local geographical preferences in evaluation of bids do not apply to federally funded programs. No language can be included in procurement solicitations contrary to this section.
- Thresholds for small dollar purchases are outlined in the St. Lawrence County Purchasing Policy. These thresholds are applicable to federal programs.
- Procurement transactions must be conducted in a manner providing full and open competition. Specifications shall not include unreasonable requirements on firms in order for them to qualify to do business with the County.
- The County cannot enter into a contract funded by the Federal Government with a contractor that is debarred or suspended by an agency of the Federal or New York State Government.
- Construction contracts greater than \$250,000 are required to have at a minimum the following bonding requirements.
 - A bid guarantee from each bidder equivalent to five percent of the bid price.
 - Performance and payment bonds on the part of the contractor for 100 percent of the contract price.
- Contracts subject to this section must contain the applicable provisions described in Appendix II to part 200 – Contract provisions for non-Federal Entity Contracts under Federal Award.

August 5, 2019

- The County will perform a cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold of \$250,000. At a minimum, the cost analysis will include an independent estimate prepared before receiving bids or proposals.

POLICY NOTES AND EXCEPTIONS TO POLICY

1. If an emergency exists where the delay caused by soliciting quotes would endanger the health, welfare, or property of the municipality, or more importantly the individual tax payer, then the procurement of goods or services will be at the discretion of the County Administrator, with documentation as to the nature of the emergency being sent to the Purchasing Office, within five (5) working days of such procurement.
2. The Purchasing Office shall procure supplies and equipment, as needed, at the best possible price and maintain adequate records to show that this was done. Section 103 of the General Municipal Law allows for exceptions to competition (true leases, surplus equipment and sole source are examples). These purchases shall be made as outlined in General Municipal Law.
3. Purchase contracts for materials, equipment and supplies involving an estimated annual expenditure of over \$20,000, and public works contracts involving over \$35,000, shall be awarded only after public advertising and soliciting for formal bids (pursuant to Section 103 of the General Municipal Law).
4. All contracts, which require public advertising and competitive bidding, shall be awarded as provided by law and the rules and regulations of the board. Recommendations for awarding contracts shall be submitted by the appropriate department head and/or employee.
5. Purchases shall be made as required under Section 175 a and b of the State Finance Law and Section 162 of the Procurement Stewardship Act of 1995, through available state contracts of the Office of General Services, Division of Purchasing, the List of Preferred Source offerings from Correctional Industries (Corcraft), Industries for the Blind, and Industries for the Disabled (NYSID), or under County Contracts pursuant to Section 408-a of the County Law, whenever such purchases are in the best interest of the county.

The List of Preferred Source offerings also contain a requirement to notify preferred sources when certain SERVICES are needed. After you have determined a need for a service, you must check with the Purchasing Office to determine if the service being requested is available from one of the Preferred Sources. If the service is listed, you must contact the Preferred Source and provide them with your requirements. They have 10 days to let you know if they can fulfill your needs. Purchasers are not allowed under the law to solicit bids or award contracts for listed services until the above procedure has been completed.

Purchases made by utilizing New York State contracts may be done without the

August 5, 2019

requirement of obtaining quotes or bids as New York State has already gone to bid for these items. Purchases made through National Cooperative contracts or other piggybackable municipal contracts must be pre-approved by the Purchasing Office as these contracts need to be individually vetted prior to use.

The use of New York State contracts, national cooperative contracts or municipal contracts may alleviate the necessity for quotes or bids; however, obtaining price quotes is still advised as these contracts may not represent the best possible price for the County.

When utilizing any of the above contracts, the department is responsible for submitting proper supporting documentation to the Purchasing Office including but not limited to: proof that the vendor holds a current contract, proof that the item (s) being purchased are included in the contract, and contract price verification.

New York State, national cooperative or municipal contract pricing may be negotiated downward from the stated contract price.

6. The Purchasing Office shall issue purchase orders after first determining that unencumbered balances of budgetary appropriations are adequate to cover such obligations.
7. Supplies used by various offices and departments shall be uniform whenever consistent with operational goals and in the interest of efficiency or economy. These supplies may be available in the Central Stockroom.
8. When two or more responsible bidders who have met the specifications, and have furnished the required security, submit bids or quotations identical in price, preference in the award shall be given to a local St. Lawrence County vendor. If the tie involves multiple St. Lawrence County vendors, lots will be drawn among the local vendors to determine the award. For purposes of this section, a St. Lawrence County vendor is defined as a business in which the majority of the ownership of the business is by persons whose primary residence is in the County of St. Lawrence, State of New York. If the tie does not involve any St. Lawrence County vendors, lots will be drawn among the bidders who submitted the tie bids or quotations to determine the award.
9. All purchase orders and contracts entered into by St. Lawrence County are subject to compliance with the St. Lawrence County Ethics Law.

PURCHASING PROCEDURES

GENERAL

1. With the exception of purchases made under blanket purchase orders and/or confirming orders (those requiring immediate action), only the person designated as Purchasing Agent may commit the county for a purchase. The St. Lawrence County Board of Legislators has delegated these responsibilities to the County Administrator.

August 5, 2019

The Auditing staff and the Purchasing Office will review these purchases and inform the County Administrator whenever items could have been purchased for a minimal amount, and were not, thereby wasting the taxpayers' dollars.

2. The material, equipment, supplies and/or services to be purchased shall be of the quality and quantity required to serve the function in a satisfactory manner, as determined by the requisitioner and the Purchasing Office.
3. It is the responsibility of the requisitioner to provide an adequate description of items needed and prepare the specifications to procure the desired commodity and/or service. The Purchasing Office will assist the requisitioner in the preparation of specifications. All requisitions are processed through the County's MUNIS Financial System.
4. It is the responsibility of the Purchasing Office to make alternative suggestions to the requisitioner if, in the judgement of the Purchasing Office, the specifications would restrict competition or otherwise preclude the most economical purchase of the required items. In case of disagreement as to the content of the specifications, the County Administrator, after reviewing all available data, shall make the final determination.
5. When a low bidder proposes an alternative as "an equal" to what is specified, it is the responsibility of the Purchasing Office, department head, and/or the County Attorney, to determine whether the proposed substitution is, in fact, equal.

BLANKET PURCHASE ORDER PROCEDURES

Blanket purchase orders are used for items which are frequently purchased from the same vendor on an "as needed" basis during a certain calendar period. A blanket purchase order eliminates the processing of many individual purchase orders and allows the departments flexibility in ordering and receiving commodities.

Procedures:

The requesting department initiates a purchase requisition for the calendar period needed. The dollar amount is estimated by the department head (or designee) and is reviewed by the Purchasing Office. The Purchasing Agent will issue an encumbered purchase order. The purchase order number must be given to the vendor when ordering commodities and must appear on all paperwork received from the vendor. After receiving the last invoice for the month, process the invoices for payment.

If the dollar amount on the blanket purchase order will be used up before the end of the purchase order period and additional purchases must be made, submit a request to the Purchasing Office to increase the purchase order. **DO NOT EXCEED THE ENCUMBERED BLANKET PURCHASE ORDER DOLLAR AMOUNT.** Exceeding the dollar amount appropriated on a blanket purchase order is, in fact, placing an order without the approved appropriation of funds. The New York State Comptroller's office states that this practice does not conform to accepted accounting principles.

August 5, 2019

The department(s) submitting blanket purchase requisitions for a particular commodity, (i.e. food), on existing awarded county bid contracts, will not be allowed to purchase any other items on that blanket PO (i.e., dishes, etc.) on the blanket purchase order issued. The requesting department will submit a separate purchase requisition.

CONFIRMING ORDERS

A verbal order, subject to subsequent confirmation by a written purchase order, may be given in cases where immediate action is needed. Naturally, such a deviation from "normal" will have a very limited use, and prior permission is needed from the County Administrator or Purchasing Office.

The individual placing such an order shall justify the need for this action. Inadequate time given by the Department for processing will not be considered a valid reason for this process.

A confirming order shall be issued immediately after the availability of funds is determined and certified. This order shall follow the same procedures as other orders, but shall have priority so that the vendor will receive the order without delay. The order shall be marked "confirming".

The county will not be responsible for orders placed in this manner, unless a confirming order has been cleared through the purchasing office.

EXCEPTIONS TO PURCHASE ORDERS

Thus far, we have discussed the procedures to be followed when a purchase order is needed. We reflect on the need for cooperation and control.

Control involves not only compliance with required purchasing procedures, but also affects paperwork. "Over-papering" can ruin the effectiveness of the system almost as quickly as noncompliance.

There are certain expenditures for which the processing of a purchase order/requisition is unnecessary. The following shall be made without purchase orders/requisitions:

1. Contracts for services - any encumbrance should be on the basis of contracts
2. Employee expenses such as travel and conference expenses, meals, mileage and other reimbursable expenses in performance of day-to-day duties
3. Reimbursement of petty cash funds
4. Utility bills
5. Service contracts for a fixed monthly or annual amount. (May be encumbered on the

August 5, 2019

basis of contracts)

6. Interdepartmental charges. Medical examinations and veterinarian fees
8. Legal notices and classified advertisements
9. Postage Meter Costs

COUNTY PURCHASING

Section 103(3) of the General Municipal Law permits any municipality to purchase materials, equipment or supplies utilizing County Bid Awards. The St. Lawrence County Board of Legislators has authorized the inclusion of a provision allowing municipalities, and/or subcontract agencies, located wholly or partly within the county, to participate in purchase contracts awarded by them (pursuant to County Law, 408-a).

All purchases shall be subject to audit and inspection by the municipality and the municipality shall be solely responsible for any payments due.

All printed material relating to the procurement of the item, and subsequent payment to the vendor, shall make reference to the county contract.

SALE AND DISPOSITION OF COUNTY-OWNED PERSONAL PROPERTY

The sale or disposition of personal property, which is no longer of use by St. Lawrence County, shall be in accordance with the following rules and regulations adopted by the St. Lawrence County Board of Legislators, except as otherwise provided by law:

To allow preference to municipalities in St. Lawrence County, surplus equipment and supplies will be offered to municipalities before being offered to the general public.

1. Notices will be sent to all St. Lawrence County Towns, Villages, and the City of Ogdensburg listing the surplus equipment and supplies available, and times that they may inspected. Municipalities will be given a minimum of two weeks to inspect and bid on the surplus equipment and supplies.
2. After the municipalities have their opportunity to bid on the surplus equipment and supplies, the remaining items will be offered to the general public through Auction or sealed bid.

The equipment or supplies offered will be awarded to the highest bidder. Tie bids will be determined by drawing lots. The County does reserve the right to reject any, and all bids. The County also reserves the right to sell to next highest bidder if the successful bidder fails to accept the award.

3. Transfer of surplus equipment to Political Subdivisions and School Districts in St.

August 5, 2019

Lawrence County: The County Administrator may authorize the transfer of items valued at less than \$250.00 to municipal governments and school districts in St. Lawrence County at no cost to the municipality.

This transfer may be accomplished in the following manners:

- (a) By written request of a municipality or school district to the County Administrator.
- (b) By a letter being sent by the Purchasing Office to all St. Lawrence County Towns, Villages, School Districts, and the City of Ogdensburg. This letter would indicate that surplus equipment valued at less than \$250 is available at no cost to the municipalities or school districts. Instructions for viewing and picking up the surplus equipment will be provided by the Purchasing Office in the letter.

August 5, 2019

Operations Committee: 7-15-2019

RESOLUTION NO. 282-2019

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH CATALOG & COMMERCE SOLUTIONS, LLC, DBA DISCOVER EGOV, FOR THE WEBSITE REDESIGN PROJECT AND AUTHORIZING A CAPITAL PROJECT ACCOUNT IN THE 2019 CAPITAL PROJECT BUDGET FOR INFORMATION TECHNOLOGY

By Mr. Denesha, Chair, Operations Committee

WHEREAS, the St. Lawrence County Website is an increasingly important tool for doing business with and communicating with the Citizens of St. Lawrence County and people who may be traveling to the County, and

WHEREAS, periodic updates and redesigns of the website are important to maximize the usefulness of the website for County Citizens and other users of the website, and

WHEREAS, a Request for Proposals was issued for the redesign of the website, and Catalog & Commerce Solutions, LLC dba Discover eGov was chosen by a selection committee comprised of County staff as the firm that will provide the best website design for St. Lawrence County, and

WHEREAS, appropriations were included in the Contingency Account of the 2019 Budget to fund the redesign of the County Website, and

WHEREAS, the initial website development cost will be \$29,750, and the on-going management and support costs will be as follows for the initial six (6) years: 2020 - \$5,950; 2021 - \$5,950; 2022 - \$5,950; 2023 - \$6,130; 2024 - \$6,315; and 2025 - \$6,500,

NOW, THEREFORE, BE IT RESOLVED that Board of Legislators authorizes the Chair to sign a contract with Catalog & Commerce Solutions, LLC dba Discover eGov for the website redesign project, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the Treasurer is authorized to create and fund a Capital Project and modify the 2019 Capital Project Budget for Information Technology, as follows:

DECREASE APPROPRIATIONS:

B1019904 49700	B SPEC Contingency Account	\$35,000
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INCREASE APPROPRIATIONS:

T6199509 90600	T IFT GF Transfer to CP	\$35,000
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August 5, 2019

INCREASE APPROPRIATIONS:

CD616804 43007 2702	Website Redesign Project	\$35,000
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INCREASE REVENUE:

T6650319 90100	T IFT CP Transfers from GF	\$35,000
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Mr. Denesha moved to adopt Resolution No. 282-2019, seconded by Ms. Curran and Ms. Arquiett, and carried unanimously by a roll call vote with fifteen (15) yes votes.

Operations Committee: 7-15-2019

RESOLUTION NO. 283-2019

MODIFYING THE 2019 BUDGET FOR THE SHERIFF'S OFFICE TO ACCEPT SEIZED FUNDS FROM THE DISTRICT ATTORNEY'S OFFICE TO BE USED FOR TECHNICAL EQUIPMENT

By Mr. Denesha, Chair, Operations Committee

WHEREAS, the Sheriff's Office has received seized funds in the amount of \$3,982 from the District Attorney's Office, and

WHEREAS, this revenue is from asset forfeiture distribution from Case #2018-212, and

WHEREAS, these funds can now be utilized toward the purchase of technical equipment for the Sheriff's Office,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2019 Budget of the Sheriff's Office to accept seized funds from the District Attorney's Office to be used for technical equipment, as follows, and to roll over any remaining funds to future budgets until fully expended:

INCREASE APPROPRIATIONS:

S1Z31102 25000	S CRIM Technical Equipment	\$3,983
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INCREASE REVENUE:

S1Z26255 55000	S CRIM State Aid	\$3,983
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August 5, 2019

Mr. Denesha moved to adopt Resolution No. 283-2019, seconded by Mr. Forsythe and Ms. Curran, and carried by a roll call vote with fourteen (14) yes votes, and one (1) abstention (Haggard).

Operations Committee: 7-15-2019

RESOLUTION NO. 284-2019

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH NEW YORK STATE DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES FOR A FY2019 LAW ENFORCEMENT TERRORISM PREVENTION PROGRAM (SLETPP) GRANT AND MODIFYING THE 2019 BUDGET FOR THE SHERIFF'S OFFICE

By Mr. Denesha, Chair, Operations Committee

WHEREAS, the New York State Office of Homeland Security and Emergency Services has awarded \$46,237 to the Sheriff's Office to support regional preparedness efforts (September 1, 2019 to August 31, 2022), and

WHEREAS, this grant will facilitate the ability of St. Lawrence County to support the new 2018-2021 NYS Homeland Security Strategy and to assist law enforcement terrorism prevention activities,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with New York State Division of Homeland Security and Emergency Services for a FY2019 Law Enforcement Terrorism Prevention Program (SLETPP) Grant, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the Treasurer is authorized to modify the 2019 Budget for the Sheriff's Office, as follow, and to roll over any remaining funds to future budgets until fully expended:

INCREASE APPROPRIATIONS:

S1Z31104 42300 19HS S CRIM Other Communication Services \$46,237

INCREASE REVENUE:

S1Z43895 57000 HS S FA HSEC Federal Aid \$46,237

Mr. Denesha moved to adopt Resolution No. 284-2019, seconded by Mr. Acres, Ms. Terminelli, and Ms. Curran, and carried by a roll call vote with fourteen (14) yes votes, and one (1) abstention (Haggard).

August 5, 2019

Operations Committee: 7-15-2019

RESOLUTION NO. 285-2019

**AUTHORIZATION TO FILL A CORRECTIONAL OFFICER POSITION
IN THE SHERIFF'S OFFICE CORRECTIONAL DIVISION**

By Mr. Denesha, Chair, Operations Committee
Co-Sponsored by Mr. Fay, District 9 and Mr. Sheridan, District 4

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 Review Committee to be filled, and now requires approval by the full Board of Legislators, and

WHEREAS, Position No. 603000016, Correctional Officer, became vacant on June 21, 2019, due to the unfortunate loss of a staff member, and

WHEREAS, it has been determined that there is a need for the Correction Officer position to be filled and this opening is an entry level position with a starting salary of \$42,628 and the position is in the 2019 Budget, and

WHEREAS, the New York State Commission of Corrections establishes minimum staffing levels within the County Correctional Facilities, and the filling of this position maintains the Sheriff's Office Correctional Division at its minimum staffing levels for full-time staff,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Sheriff to immediately fill Position No. 603000016, Correction Officer, in the Sheriff's Office Correctional Division.

Mr. Denesha moved to adopt Resolution No. 285-2019, seconded by Ms. Curran and Mr. Acres, and carried by a voice vote with fourteen (14) yes votes, and one (1) abstention (Haggard).

August 5, 2019

Operations Committee: 7-15-2019

RESOLUTION NO. 286-2019

**AUTHORIZATION TO FILL A HUMAN RESOURCE AIDE
POSITION IN HUMAN RESOURCES**

By Mr. Denesha, Chair, Operations Committee
Co-Sponsored by Mr. Fay, District 9 and Mr. Sheridan, District 4

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 Review Committee to be filled, and now requires approval by the full Board of Legislators, and

WHEREAS, Position No. 017600003, Human Resources Aide, will become vacant due to a promotion, and

WHEREAS, it is essential for the duties/responsibilities of this position to be completed in order to provide adequate Civil Service and Human Resource services including but not limited to exam processing (monitoring, announcing, ordering, scoring), 426 processing, application processing, certification lists, trouble shooting, etc. for approximately 73 outside agencies and 24 departments in St. Lawrence County, as well as orientation, filing, copying, data entry, reception, answering phones, etc., and

WHEREAS, if these duties/responsibilities were not completed, the ability to provide accurate and timely services would be compromised significantly calling into question the integrity of human resources and civil service,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Director of Human Resources to immediately fill Position No. 017600003, Human Resources Aide, in Human Resources.

Mr. Denesha moved to adopt Resolution No. 286-2019, seconded by Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

August 5, 2019

Operations Committee: 7-15-2019

RESOLUTION NO. 287-2019

**AUTHORIZATION TO CREATE AND FILL A HUMAN RESOURCE AIDE
POSITION IN HUMAN RESOURCES**

By Mr. Denesha, Chair, Operations Committee
Co-Sponsored by Mr. Fay, District 9 and Mr. Sheridan, District 4

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 Review Committee to be filled, and now requires approval by the full Board of Legislators, and

WHEREAS, the Secretary Position is currently occupied, however unavailable to assist the Department, and

WHEREAS, it is essential for the duties/responsibilities of this position to be completed in order to provide adequate Civil Service and Personnel services including but not limited to exam processing (monitoring, announcing, ordering, scoring), 426 processing, application processing, certification lists, trouble shooting, etc. for approximately 73 outside agencies and 25 departments in St. Lawrence County, and

WHEREAS, if a position is not filled, the ability to provide accurate and timely services would be compromised significantly calling into question the integrity of human resources and civil service, and

WHEREAS, these duties can be accomplished by a Human Resources Aide classification which is one grade lower than a Secretary classification, and

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Director of Human Resources to create a Human Resource Aide Position in the Human Resources, as follows:

CREATE:

CP014301 14000	Human Resource Aide Grade 19, Base	\$37,009
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BE IT FURTHER RESOLVED that the Director of Human Resources is authorized to immediately fill Position No. 017600004, Human Resources Aide, in the Human Resource

August 5, 2019

Department, and

BE IT FURTHER RESOLVED that upon the vacancy of the Secretary Position, that position will be abolished returning the total employee count to six (6).

Mr. Denesha moved to adopt Resolution No. 287-2019, seconded by Mr. Forsythe, and carried unanimously by a voice vote with fifteen (15) yes votes.

Operations Committee: 7-15-2019

RESOLUTION NO. 288-2019

AUTHORIZING THE CHAIR TO SIGN AN AGREEMENT BETWEEN THE NEW YORK ENVIRONMENTAL PROTECTION AND SPILL COMPENSATION FUND AND COUNTY OF ST. LAWRENCE, NEW YORK, REGARDING CERTAIN TAX DELINQUENT PROPERTIES

By Mr. Denesha, Chair, Operations Committee

WHEREAS, St. Lawrence County has developed a strategic plan to target potentially environmentally contaminated properties throughout the County to assist in making these once economically productive properties beneficial to their communities again, and

WHEREAS, St. Lawrence County, with the assistance of Gary Bowitch, Esq. of the law firm Bowitch and Coffey, LLC, has identified three (3) properties with three (3) distinct tax map numbers in need of environmental testing and potential remediation, and

WHEREAS, the three sites, comprised of 3 tax map parcels (“Sites”), were identified as requiring environmental remediation before they can be conveyed via auction, and

WHEREAS, the County of St. Lawrence (“County”) has commenced an action against the several properties located in the Town of Norfolk, Village of Massena, and Town of Massena due to tax delinquency by a tax foreclosure proceeding on November 1, 2018, for unpaid ad valorem real property taxes with respect to the following properties located in St. Lawrence County (hereinafter referred to as the “Sites”):

A. “Alaskan Oil Site”

- Owner: Alaskan Oil, Inc.
- Address: 8585 SH 56, Norfolk, New York
- Tax ID # : 32.002-2-33
- Delinquent Taxes Owed - \$131,927.32

B. “Salin Vending Site”

- Owner: Salin Vending Corp.

August 5, 2019

- Address: 170 Park Avenue, Village of Massena, New York
- Tax ID # 9.060-4-9
- Delinquent Taxes Owed - \$80,184.06

C. "Clifford Trust Site"

- Owner: Hanna Joan Clifford Trust
- Address: 132 SH 37C, Massena, New York
- Tax ID #: 10.008-4-27
- Delinquent Taxes Owed - \$45,637.14

WHEREAS, the New York Environmental Protection and Spill Compensation Fund (the "Fund") was created by Navigation Law § 179, and

WHEREAS, the Fund is seeking to perform cleanup of petroleum contaminants at the Sites, and

WHEREAS, pursuant to Navigation Law § 180, the Administrator of the Fund is authorized to settle claims on behalf of the Fund and to make additional expenditures for cleanup of any potentially petroleum contaminated sites, and

WHEREAS, any agreement between the Fund and the County would require the State of New York to perform all environmental contamination remediation at the Sites after the County acquires title to the Sites through tax foreclosure at a cost to be solely borne by the State of New York, and

WHEREAS, in order to facilitate redevelopment of the Site, the County desires to enter into an agreement with the Fund wherein the Fund would release its potential claims against the County, for past and future cleanup and removal costs incurred by the State, including interest thereon and applicable penalties prior to the County taking title to the Sites through tax foreclosure, and

WHEREAS, any release provided by the Fund to the County shall extend to the County's successors or assigns with respect to each of the Sites, however, such release shall not extend, nor can it be transferred to any successors or assigns of the County at the Sites, if such successors in title are persons deemed legally responsible for the discharge of petroleum at the Sites, respectively,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign an agreement with the New York Environmental Protection and Spill Compensation Fund regarding certain tax delinquent properties, upon approval of the County Attorney.

Mr. Denesha moved to adopt Resolution No. 288-2019, seconded by Ms. Curran and Mr. Acres, and carried unanimously by a voice vote with fifteen (15) yes votes.

August 5, 2019

Services Committee: 7-15-2019

RESOLUTION NO. 289-2019

URGING THE NEW YORK STATE DEPARTMENT OF HEALTH TO EXTEND THE PROPOSED DEADLINE OF THE IMPLEMENTATION OF STATUTORY CHANGES TO THE DEFINITION OF ELEVATED BLOOD LEAD LEVEL AND REQUESTING GOVERNOR CUOMO AND NEW YORK STATE LEGISLATURE TO IDENTIFY AND PROVIDE ADDITIONAL REVENUE TO COVER FULL COST OF THIS EXPANDED MANDATE TO LOCAL GOVERNMENTS IN SYF 2020-21

By Mr. Sheridan, Chair, Services Committee

WHEREAS, protecting children from exposure to lead is a key public health priority, and even low levels of lead in blood have been shown to affect Intelligence Quotient (IQ), ability to pay attention, and academic achievement, and

WHEREAS, there is no safe level of lead exposure and the neurological and behavioral effects of lead are believed to be irreversible, and

WHEREAS, the state has lowered the definition of elevated blood lead level (EBLL) from fifteen to five micrograms per deciliter (5 $\mu\text{g}/\text{dL}$), and

WHEREAS, this policy change is important to addressing the long-term health and economic impact that lead poisoning has on individual children and families and our communities as a whole, and

WHEREAS, the change in the law was not accompanied with the resources needed to assure swift and effective implementation, and

WHEREAS, in their recent regulatory impact statement, the New York State Department of Health indicates that lowering the EBLL to 5 $\mu\text{g}/\text{dL}$ will result in a six fold increase in children requiring public health interventions, and

WHEREAS, counties anticipate that the statutory change will result in renewed efforts to assure compliance with current lead testing requirements on the part of physicians, which may further increase the number of reported cases, and

WHEREAS, the regulatory impact statement provides an average nursing cost of \$713 per case and an average environmental management cost of \$2,123 per case, and

WHEREAS, based on the average projected number of cases and the average costs provided, the State's 2019-20 fiscal year investment of \$9.4 million for local health department services leaves approximately \$36.6 million - or eighty percent (80%) - of the costs to be paid by local governments, and

August 5, 2019

WHEREAS, it is unclear whether these average per case costs are reflective of all costs associated with the workload increase resulting from this expanded mandate, and

WHEREAS, local health departments report that they will incur additional personnel costs relative to the need for more nursing and environmental health staff, health educators, clerical/support staff, and staff recruitment and training costs, and

WHEREAS, non-personnel expenses to counties include lab-testing, equipment (XRF machine, desks, file cabinets, computers, etc.) additional workspace, additional supplies such as dust wipes and cleaning supplies to assist families, increased telephone, postage and transportation/travel related costs, and

WHEREAS, Article Six State Aid Reimbursement does not allow for reimbursement of fringe or indirect costs, which are one hundred percent county costs, and

WHEREAS, the costs associated with this expanded mandate may affect the ability of local governments to stay within the state enacted property tax cap, thus placing a greater tax burden on communities, and

WHEREAS, the proposed implementation date of this new mandate is October 1, 2019, which necessitates significant mid-year unbudgeted expenditures by St. Lawrence County, and

WHEREAS, securing the necessary resources in that timeframe could result in either significant reductions in other critical public health services and staff or the inability to comply with the new requirements, and

WHEREAS, full and effective implementation of this statutory change cannot occur in the short timeframe currently proposed,

NOW, THEREFORE, BE IT RESOLVED that Board of Legislators urges the New York State Department of Health to extend the proposed deadline of the implementation of statutory changes to the definition of elevated blood lead level and requesting Governor Cuomo and New York State Legislature to identify and provide additional revenue to cover full cost of this expanded mandate to local governments in SYF 2020-21, and

BE IT FURTHER RESOLVED that this funding be provided through grant mechanisms to allow the needed flexibility to support hiring and non-personnel expenses, and

BE IT FURTHER RESOLVED that St. Lawrence County urges that future savings to government programs from this statutory change be allocated to support primary lead poisoning prevention activities and other public health services, and

BE IT FURTHER RESOLVED that copies of this resolution be forwarded to New York State Department of Health, Governor Andrew Cuomo, Senator Joseph Griffo, Senator Elizabeth Little, Senator Patty Ritchie, Assemblyman Mark Walczyk, Assemblyman Billy Jones, Assemblyman Robert Smullen, and Assemblyman Ken Blankenbush.

August 5, 2019

Mr. Sheridan moved to adopt Resolution No. 289-2019, seconded by Ms. Curran and Mr. Fay, and carried unanimously by a voice vote with fifteen (15) yes votes.

Services Committee: 7-15-2019

RESOLUTION NO. 290-2019

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH
CHAMPLAIN VALLEY PHYSICIAN'S HOSPITAL FOR MORGUE AND
LABORATORY SERVICES**

By Mr. Sheridan, Chair, Services Committee

WHEREAS, the responsibility of the Coroners' Program falls under the Public Health Department, and

WHEREAS, the current Forensic Pathologist travels to three (3) individual hospitals within St. Lawrence County, and

WHEREAS, during times when the Forensic Pathologist is unavailable, there is a need to have an alternate location to send cases, and

WHEREAS, Champlain Valley Physician's Hospital has agreed to receive cases from St. Lawrence County in the absence of the current Pathologist (PC011854 45100 and PC011854 407MF),

NOW, THEREFORE, BE IT RESOLVED the Board of Legislators authorizes the Chair to sign a contract with Champlain Valley Physician's Hospital for morgue and laboratory services, upon approval of the County Attorney.

Mr. Sheridan moved to adopt Resolution No. 290-2019, seconded by Mr. Acres and Ms. Curran.

Mr. Haggard asked if this resolution would affect or prevent the ability of law enforcement to designate a forensic pathologist from Albany for morgue and laboratory services. Ms. Doyle said the resolution would not.

Resolution No. 290-2019 was adopted unanimously by a voice vote with fifteen (15) yes votes.

August 5, 2019

Services Committee: 7-15-2019

RESOLUTION NO. 291-2019

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH
ONONDAGA COUNTY FOR MORGUE AND LABORATORY SERVICES**

By Mr. Sheridan, Chair, Services Committee

WHEREAS, the responsibility of the Coroners' Program falls under the St. Lawrence County Public Health Department, and

WHEREAS, the current Forensic Pathologist travels to three (3) individual hospitals within St. Lawrence County, and

WHEREAS, during times the Forensic Pathologist is unavailable, there is a need to have an alternate location to send cases, and

WHEREAS, Onondaga County has accepted cases from St. Lawrence County in the past (PC011854 45100 and PC011854 407MF),

NOW, THEREFORE, BE IT RESOLVED the Board of Legislators authorizes the Chair to sign a contract with Onondaga County for Morgue and Laboratory Services, upon approval of the County Attorney.

Mr. Sheridan moved to adopt Resolution No. 291-2019, seconded by Mr. Acres and Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

Services Committee: 7-15-2019

RESOLUTION NO. 292-2019

**AUTHORIZATION TO CREATE AND FILL A TEMPORARY
REGISTERED NURSE POSITION IN THE PUBLIC HEALTH DEPARTMENT**

By Mr. Sheridan, Chair, Services Committee
Co-Sponsored by Mr. Fay, District 9

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

August 5, 2019

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

WHEREAS, Position No. 501000029, Registered Nurse, will be vacated on October 31, 2019, due to retirement, and

WHEREAS, Position No. 501000068, Registered Nurse, is requested as a temporary position until the retirement of the Registered Nurse, and

WHEREAS, filling this temporary position will allow time for the necessary training on the immunization schedule and the Immunization Action Plan grant, assisting with school immunizations and communicable disease case investigations, performing STI screening and testing, and providing lead risk assessments and home visits,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Director of Public Health to create and fill a Temporary Registered Nurse Position in the Public Health Department, as follows:

CREATE:

PE040591 11000	Registered Nurse Grade 26, Base	\$48,100
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BE IT FURTHER RESOLVED that the Director of Public Health is authorized to immediately fill Position No. 501000068, Temporary Registered Nurse, in the Public Health Department,

BE IT FURTHER RESOLVED that when Position No. 501000068, Registered Nurse, is filled, Position No. 501000068, Temporary Registered Nurse, will be reviewed with the Vacancy Review Committee.

Mr. Sheridan moved to adopt Resolution No. 292-2019, seconded by Mr. Forsythe, Mr. Acres, Ms. Terminelli, and Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

Services Committee: 7-15-2019

RESOLUTION NO. 293-2019

MODIFYING THE 2019 BUDGET FOR SOCIAL SERVICES FOR THE FAMILY ASSESSMENT RESPONSE (FAR) FUNDS

By Mr. Sheridan, Chair, Services Committee

WHEREAS, it is necessary to modify the 2019 Social Services Budget to use Family Assessment Response (FAR) Funds to provide additional assistance to eligible clients,

August 5, 2019

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2019 Budget for Social Services for Family Assessment Response (FAR) Funds, as follows, and to roll over any remaining funds to future budgets until fully expended:

INCREASE REVENUE:

DAG46105 57000 FAR	D FA FAR Funds	\$4,762
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INCREASE APPROPRIATIONS:

DAG60104 43007 FAR	D FAR Funds Program Expense	\$4,762
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Mr. Sheridan moved to adopt Resolution No. 293-2019, seconded by Mr. Denesha, and carried unanimously by a roll call vote with fifteen (15) yes votes.

Services Committee: 7-15-2019

RESOLUTION NO. 294-2019

AUTHORIZING THE CHAIR TO SIGN MEMORANDUMS OF UNDERSTANDING BETWEEN THE DEPARTMENT OF SOCIAL SERVICES AND ENTITIES INVOLVED WITH YOUTH AND RAISE THE AGE LEGISLATION

By Mr. Sheridan, Chair, Services Committee

WHEREAS, St. Lawrence County and New York State are facing major changes in the juvenile justice system that require coordination among entities involved with youth and legislation that changes the age of criminal responsibility and outcomes for youth, and

WHEREAS, St. Lawrence County wants to use a team approach to coordinate changes in the custody and placement of youth related to changes in the juvenile justice system, and such a team should involve school districts; mental health agencies; parent advocates; Youth Advocate Programs, Inc.; departments within St. Lawrence County such as Probation, Community Services, Social Services, and the Sheriff's Office; and other entities involved with youth and raise the age legislation, and

WHEREAS, the team approach can improve wraparound services coordination for youth reentering the community by focusing attention on trauma response practices and the enhancement of diversion and reentry services, and

WHEREAS, confidential information concerning youth and their custody and placement should be protected using memorandums of understanding with the entities involved with youth and raise the age legislation,

August 5, 2019

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign memorandums of understanding between the Department of Social Services and entities involved with Raise the Age Legislation to coordinate related changes in the custody and placement of youth, upon approval of the County Attorney.

Mr. Sheridan moved to adopt Resolution No. 294-2019, seconded by Ms. Arquiett and Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

Services Committee: 7-15-2019

RESOLUTION NO. 295-2019

AUTHORIZING THE CHAIR TO SIGN AN AGREEMENT WITH ST. LAWRENCE COUNTY YOUTH ADVOCATE PROGRAMS, INC. FOR SERVICES TO SUPPORT RELATIVE FOSTER FAMILIES AND KINSHIP CAREGIVERS AND MODIFYING THE 2019 BUDGET FOR SOCIAL SERVICES

By Mr. Sheridan, Chair, Services Committee

WHEREAS, following the Federal Family First Prevention Services Act, the State of New York established the Family First Transition Fund to help Departments of Social Services to support, recruit, and retain current and prospective foster families, including kinship caregivers, and

WHEREAS, kinship caregivers include approved foster homes and certified foster homes where the foster parent is a relative or is a non-relative with a positive relationship to the child or child's family such as a godparent, neighbor, or family friend, and

WHEREAS, the intent of the Family First Transition Fund is to produce sustained systemic improvements that encourage the least restrictive settings for children in foster care, and

WHEREAS, the Office of Children and Family Services has advised the Department of Social Services of the availability of an allocation in the amount of \$45,386 for St. Lawrence County, and the County wants to use that funding to enter into the agreement with St. Lawrence County Youth Advocate Programs, Inc. for services to support relative foster homes and kinship caregivers, and

WHEREAS, St. Lawrence County Youth Advocate Programs, Inc. is willing to provide services to support relative foster homes and kinship caregivers that will include assistance in becoming certified as a foster parent, assistance accessing benefits and services, and day to day support as needed,

August 5, 2019

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign an agreement with the St. Lawrence County Youth Advocate Programs, Inc. for services to support relative foster families and kinship caregivers, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the Treasurer is authorized to modify the 2019 Budget for Social Services, as follows, and to roll over any remaining funds to future budgets until fully expended:

INCREASE APPROPRIATIONS:

DAG60104 46500 FFTF	D Family First Transition	\$45,386
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INCREASE REVENUE:

DAG36105 56000 FFTF	D SA Family First Transition	\$45,386
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BE IT FURTHER RESOLVED that the contract terms will be July 1, 2019 to March 31, 2020, with an expected cost not to exceed \$45,386.

Mr. Sheridan moved to adopt Resolution No. 295-2019, seconded by Mr. Haggard and Ms. Arquiett, and carried unanimously by a roll call vote with fifteen (15) yes votes.

Services Committee: 7-15-2019

RESOLUTION NO. 296-2019

**AUTHORIZATION TO FILL A CASEWORKER POSITION
IN THE DEPARTMENT OF SOCIAL SERVICES**

By Mr. Sheridan, Chair, Services Committee
Co-Sponsored by Mr. Fay, District 9

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 Review Committee to be filled, and now requires approval by the full Board of Legislators, and

WHEREAS, Position No. 815000007, Caseworker, became vacant on July 12, 2019, due to a resignation, and

August 5, 2019

WHEREAS, this position is essential for providing adequate Caseworker services to children and families needing services, and

WHEREAS, if this position is not filled, the ability to ensure safety and meet State requirements could be compromised,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Commissioner to immediately fill Position No. 815000007, Caseworker, in the Department of Social Services.

Mr. Sheridan moved to adopt Resolution No. 296-2019, seconded by Mr. Haggard and Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

Services Committee: 7-15-2019

RESOLUTION NO. 297-2019

**AUTHORIZATION TO FILL A CASEWORKER POSITION
IN THE DEPARTMENT OF SOCIAL SERVICES**

By Mr. Sheridan, Chair, Services Committee
Co-Sponsored by Mr. Fay, District 9

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 Review Committee to be filled, and now requires approval by the full Board of Legislators, and

WHEREAS, Position No. 815000016, Caseworker, became vacant on July 12, 2019, due to a resignation, and

WHEREAS, this position is essential for providing adequate Caseworker services to children and families needing services, and

WHEREAS, if this position is not filled, the ability to ensure safety and meet State requirements would be compromised,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Commissioner to immediately fill Position No. 815000016, Caseworker, in the Department of Social Services.

August 5, 2019

Mr. Sheridan moved to adopt Resolution No. 297-2019, seconded by Mr. Acres and Mr. Haggard, and carried unanimously by a voice vote with fifteen (15) yes votes.

Services Committee: 7-15-2019

RESOLUTION NO. 298-2019

**AUTHORIZATION TO FILL A PRINCIPAL SOCIAL WELFARE EXAMINER
POSITION IN THE DEPARTMENT OF SOCIAL SERVICES**

By Mr. Sheridan, Chair, Services Committee
Co-Sponsored by Mr. Fay, District 9

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 Review Committee to be filled, and now requires approval by the full Board of Legislators, and

WHEREAS, Position No. 814200002, Principal Social Welfare Examiner, will be vacant as of August 23, 2019, due to a retirement, and

WHEREAS, this position is essential for preparing and presenting fair hearings, interim assistance reimbursements, approving emergency benefits, and supervising staff who are responsible for approximately 8,290 cases serving approximately 14,948 individuals, and

WHEREAS, if this position were not filled, approval decisions for client benefits would not be made in a timely manner, errors would occur resulting in payments for inaccurate amounts being authorized, supervision of staff would be inadequate, and fair hearing results and Supplemental Security Income reimbursements would be compromised,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Commissioner to immediately fill Position No. 814200002, Principal Social Welfare Examiner, in the Department of Social Services.

Mr. Sheridan moved to adopt Resolution No. 298-2019, seconded by Mr. Haggard, Mr. Acres, Ms. Terminelli, and Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

August 5, 2019

Services Committee: 7-15-2019

RESOLUTION NO. 299-2019

**AUTHORIZATION TO FILL A KEYBOARD SPECIALIST POSITION
IN THE DEPARTMENT OF SOCIAL SERVICES**

By Mr. Sheridan, Chair, Services Committee
Co-Sponsored by Mr. Fay, District 9

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 Review Committee to be filled, and now requires approval by the full Board of Legislators, and

WHEREAS, Position No. 003100010, Keyboard Specialist, was vacated on June 28, 2019 due to a resignation, and

WHEREAS, this position is needed to register, update, and withdraw applications for Temporary Assistance, the Supplemental Nutrition Assistance Program (SNAP), and Medicaid, and carry out other essential work, and

WHEREAS, if this position were not filled, applications for Temporary Assistance, SNAP, and Medicaid would be backlogged, letters to clients would not be typed timely, phone calls, filing, and completing daily authorizations for transactions would not get done in a timely manner,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Commissioner to fill Position No. 003100010, Keyboard Specialist, in the Department of Social Services, no earlier than sixty (60) days from the date vacated.

Mr. Sheridan moved to adopt Resolution No. 299-2019, seconded by Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

August 5, 2019

Services Committee: 7-15-2019

RESOLUTION NO. 300-2019

**AUTHORIZATION TO FILL A SENIOR SOCIAL WELFARE EXAMINER POSITION
IN THE DEPARTMENT OF SOCIAL SERVICES**

By Mr. Sheridan, Chair, Services Committee
Co-Sponsored by Mr. Fay, District 9

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 Review Committee to be filled, and now requires approval by the full Board of Legislators, and

WHEREAS, Position No. 814100004, Senior Social Welfare Examiner, will be vacant as of August 12, 2019, due to retirement, and

WHEREAS, this position reviews openings, closings, recertifications, and changes for Temporary Assistance and Supplemental Nutrition Assistance Program cases for completeness, accuracy and consistency, and provides information regarding rules and regulations, and

WHEREAS, if this position is not filled, the work could not be adequately absorbed by the other Senior Social Welfare Examiners and cases would not be reviewed in a timely manner which would delay clients' receipt of benefits and likely cause an increase in the error rate,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Commissioner to immediately fill Position No. 814100004, Senior Social Welfare Examiner, in the Department of Social Services.

Mr. Sheridan moved to adopt Resolution No. 300-2019, seconded by Mr. Haggard, Mr. Acres, and Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

August 5, 2019

Services Committee: 7-15-2019

RESOLUTION NO. 301-2019

**AUTHORIZATION TO FILL AN EMPLOYMENT & TRAINING COUNSELOR
POSITION IN THE DEPARTMENT OF SOCIAL SERVICES**

By Mr. Sheridan, Chair, Services Committee
Co-Sponsored by Mr. Fay, District 9

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 Review Committee to be filled, and now requires approval by the full Board of Legislators, and

WHEREAS, Position No. 701000018, Employment & Training Counselor, was vacated on June 13, 2019, due to retirement, and

WHEREAS, this position is needed to provide mandated employment and training services to Temporary Assistance and Supplemental Nutrition Assistance Program (SNAP) recipients to assess client skills, develop individual employment plans, and make referrals to services and activities, and

WHEREAS, if this position were not filled, the provision of adequate and timely services compromised, clients would not receive the employment assistance at the level they need to successfully secure employment, clients would not be consistently engaged in work activities, and their participation would not be adequately monitored for compliance so that cases could be closed timely and reduce County expense,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Commissioner to fill Position No. 701000018, Employment & Training Counselor, in the Department of Social Services, no earlier than sixty (60) days of the date vacated.

Mr. Sheridan moved to adopt Resolution No. 301-2019, seconded by Mr. Haggard and Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

August 5, 2019

Services Committee: 7-15-2019

RESOLUTION NO. 302-2019

**AUTHORIZATION TO FILL A SECRETARY I POSITION
IN THE DEPARTMENT OF SOCIAL SERVICES**

By Mr. Sheridan, Chair, Services Committee
Co-Sponsored by Mr. Fay, District 9

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 Review Committee to be filled, and now requires approval by the full Board of Legislators, and

WHEREAS, Position No. 005100031, Secretary I, was vacated on June 14, 2019 due to a promotion, and

WHEREAS, this position is necessary to provide essential clerical support to ensure legal documents and cases are handled effectively in matters affecting and protecting the welfare of children and adults,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Commissioner to immediately fill Position No. 005100031, Secretary I, in the Department of Social Services.

Mr. Sheridan moved to adopt Resolution No. 302-2019, seconded by Mr. Haggard and Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

August 5, 2019

Services Committee: 7-15-2019

RESOLUTION NO. 303-2019

**AUTHORIZATION TO FILL TEMPORARY CLERK POSITION IN THE
DEPARTMENT OF SOCIAL SERVICES FOR THE HEAP PROGRAM**

By Mr. Sheridan, Chair, Services Committee
Co-Sponsored by Mr. Fay, District 9

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, Clerk Position No. 002300026 has been reviewed and recommended by the Vacancy Review Committee to be filled, and now requires approval by the full Board of Legislators, and

WHEREAS, Position No. 002300026, Clerk, is vacant due to the seasonal nature of the Home Energy Assistance Program (HEAP), and

WHEREAS, HEAP served over 9,770 St. Lawrence County households in the 2018-2019 season, and

WHEREAS, this budgeted seasonal position lasts for up to six (6) months,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Commissioner to fill temporary Position No. 002300026, Clerk, in the Department of Social Services, for the HEAP Program, no earlier than sixty (60) days from the date vacated.

Mr. Sheridan moved to adopt Resolution No. 303-2019, seconded by Ms. Terminelli, Mr. Denesha, Ms. Curran, and Mr. Haggard, and carried unanimously by a voice vote with fifteen (15) yes votes.

August 5, 2019

Services Committee: 7-15-2019

RESOLUTION NO. 304-2019

AUTHORIZATION TO CREATE AND FILL TEMPORARY SOCIAL WELFARE EXAMINER POSITIONS IN THE DEPARTMENT OF SOCIAL SERVICES FOR THE HEAP PROGRAM

By Mr. Sheridan, Chair, Services Committee
Co-Sponsored by Mr. Fay, District 9

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, the creating and filling of two (2) temporary Social Welfare Examiner positions in the Home Energy Assistance Program has been reviewed and recommended by the Vacancy Review Committee to be filled, and now requires approval by the full Board of Legislators, and

WHEREAS, the use of temporary Social Welfare Examiners in the Home Energy Assistance Program to make financial eligibility determinations during the colder weather is a cost effective way to help ensure that County residents are safe, and

WHEREAS, these temporary positions are seasonal positions which last for up to six (6) months during the colder weather, and

WHEREAS, the Home Energy Assistance Program served over 9,770 households in the 2018-2019,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the following temporary positions be created in the 2019 Budget as follows:

CREATE:

DAH60101 19000 HEAP	Social Welfare Examiner Grade 18, Base	\$17,928
DAH60101 19000 HEAP	Social Welfare Examiner Grade 18, Base	\$17,928

BE IT FURTHER RESOLVED that the Board of Legislators authorizes the Commissioner of Social Services to immediately fill Position No. 814700061, Social Welfare

August 5, 2019

Examiner, and Position No. 814700062, Social Welfare Examiner, in the Department of Social Services for the HEAP Program.

Mr. Sheridan moved to adopt Resolution No. 304-2019, seconded by Mr. Haggard, Mr. Denesha, Ms. Curran and Mr. Fay, and carried unanimously by a voice vote with fifteen (15) yes votes.

Services Committee: 7-15-2019

RESOLUTION NO. 305-2019

AUTHORIZATION TO CREATE AND FILL A TEMPORARY KEYBOARD SPECIALIST POSITION IN THE DEPARTMENT OF SOCIAL SERVICES FOR THE HEAP PROGRAM

By Mr. Sheridan, Chair, Services Committee
Co-Sponsored by Mr. Fay, District 9

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, the creating and filling of a temporary Keyboard Specialist position in the Home Energy Assistance Program has been reviewed and recommended by the Vacancy Review Committee to be filled, and now requires approval by the full Board of Legislators, and

WHEREAS, the use of a temporary Keyboard Specialist in the Home Energy Assistance Program to make financial eligibility determinations during the colder weather is a cost effective way to help ensure that County residents are safe, and

WHEREAS, this temporary position is a seasonal position which lasts for up to six (6) months during the colder weather, and

WHEREAS, the Home Energy Assistance Program served over 9,770 households in the 2018-2019,

NOW, THEREFORE, BE IT RESOLVED that the following temporary position be created in the 2019 Budget as follows:

CREATE:

DAH60101 19000 HEAP	Keyboard Specialist, Grade 15	\$16,278
	Grade 15, Base	

August 5, 2019

BE IT FURTHER RESOLVED that the Board of Legislators authorizes the Commissioner of Social Services to immediately fill temporary Position No. 003100098, Keyboard Specialist, in the Department of Social Services for the HEAP Program.

Mr. Sheridan moved to adopt Resolution No. 305-2019, seconded by Mr. Haggard, Ms. Arquiett, and Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

Services Committee: 7-15-2019

RESOLUTION NO. 306-2019

**AUTHORIZATION TO FILL TEMPORARY SOCIAL WELFARE
EXAMINER POSITIONS IN THE DEPARTMENT OF SOCIAL SERVICES
FOR THE HEAP PROGRAM**

By Mr. Sheridan, Chair, Services Committee
Co-Sponsored by Mr. Fay, District 9

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, Social Welfare Examiner Position No. 814700001, Position No. 814700009, and Position No. 814700060, have been reviewed and recommended by the Vacancy Review Committee to be filled, and now approval by the full Board of Legislators, and

WHEREAS, Position Nos. 814700001, 814700009, and 814700060, Social Welfare Examiner, are vacant due to the seasonal nature of the Home Energy Assistance Program (HEAP), and

WHEREAS, HEAP served over 9,770 St. Lawrence County households in the 2018-2019 season, these positions are seasonal positions which last for up to six (6) months, and

WHEREAS, these positions are budgeted and will assist to adequately absorb the duties that are necessary in the colder weather to process requests for assistance,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Commissioner of Social Services to fill temporary Position No. 81470001, Social Welfare Examiner, Position No. 814700009, Social Welfare Examiner, and Position No. 814700060, Social Welfare Examiner, in the Department of Social Services for the HEAP Program, no earlier than sixty (60) days from the date vacated.

August 5, 2019

Mr. Sheridan moved to adopt Resolution No. 306-2019, seconded by Mr. Haggard, Mr. Denesha, and Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

Services Committee: 7-15-2019

RESOLUTION NO. 307-2019

AUTHORIZATION TO CREATE AND FILL A TEMPORARY SOCIAL WELFARE EXAMINER POSITION IN THE DEPARTMENT OF SOCIAL SERVICES IN THE HEAP PROGRAM

By Mr. Sheridan, Chair, Services Committee
Co-Sponsored by Mr. Fay, District 9

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, the creating and filling of a temporary Social Welfare Examiner position in the Home Energy Assistance Program has been reviewed and recommended by the Vacancy Review Committee to be filled, and now requires approval by the full Board of Legislators, and

WHEREAS, the use of temporary Social Welfare Examiners in the Home Energy Assistance Program to make financial eligibility determinations during the colder weather is a cost effective way to help ensure that County residents are safe, and

WHEREAS, this temporary position would eliminate the need to split a Social Welfare Investigator/Examiner Position, and

WHEREAS, this temporary position is a seasonal position which lasts for up to six (6) months during the colder weather, and

WHEREAS, the Home Energy Assistance Program served over 9,770 households in the 2018-2019,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the following temporary position be created in the 2019 Budget as follows:

August 5, 2019

CREATE:

DAH60101 19000 HEAP	Social Welfare Examiner Grade 18, Base	\$17,928
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BE IT FURTHER RESOLVED that the Board of Legislators authorizes the Commissioner of Social Services to immediately fill temporary Position No. 814700063, Social Welfare Examiner, in the Department of Social Services, for the HEAP Program.

Mr. Sheridan moved to adopt Resolution No. 307-2019, seconded by Ms. Curran and Mr. Haggard, and carried unanimously by a voice vote with fifteen (15) yes votes.

Services Committee: 7-15-2019

RESOLUTION NO. 308-2019

**AUTHORIZATION TO CREATE AND FILL A TEMPORARY CLERK POSITION IN
THE DEPARTMENT OF SOCIAL SERVICES IN THE HEAP PROGRAM**

By Mr. Sheridan, Chair, Services Committee
Co-Sponsored by Mr. Fay, District 9

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, the creating and filling of a temporary Clerk position in the Home Energy Assistance Program has been reviewed and recommended by the Vacancy Review Committee to be filled, and now requires approval by the full Board of Legislators, and

WHEREAS, the use of a temporary Clerk in the Home Energy Assistance Program to support the issuing of fuel and utility payments to eligible families with low incomes during the colder weather is a cost effective way to help ensure County residents are safe, and

WHEREAS, this temporary position would eliminate the need to split a Clerk position,
and

WHEREAS, this temporary position is a seasonal position which lasts for up to six (6) months during the colder weather, and

August 5, 2019

WHEREAS, the Home Energy Assistance Program served over 9,770 households in the 2018-2019,

NOW, THEREFORE, BE IT RESOLVED that the following temporary position be created in the 2019 Budget as follows:

CREATE:

DAH60101 19000 HEAP	Clerk	\$15,325
	Grade 13, Base	

BE IT FURTHER RESOLVED that the Board of Legislators authorizes the Commissioner of Social Services to immediately fill temporary Position No. 002300059, Clerk, in the Department of Social Services, for the HEAP Program.

Mr. Sheridan moved to adopt Resolution No. 308-2019, seconded by Mr. Haggard, Mr. Acres, and Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

Services Committee: 7-15-2019

RESOLUTION NO. 309-2019

MODIFYING THE 2019 BUDGET FOR WEIGHTS AND MEASURES FOR THE PURCHASE OF A ONE HUNDRED (100) GALLON PROVER

By Mr. Sheridan, Chair, Services Committee

WHEREAS, the Department of Weights and Measures is required to annually inspect and certify high capacity metering systems utilizing a one hundred (100) gallon prover, and

WHEREAS, the current County prover was built in 1977 and has required safety updates and repairs, and

WHEREAS, the company that constructed the current county prover ceased business operations in 1983 and there are no parts available for repair, and

WHEREAS, necessary appropriations to purchase a prover were appropriated in the 2019 Budget in the targeted contingency account,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2019 Budget for Weights and Measures for the purchase of a one hundred (100) gallon prover, as follows:

August 5, 2019

DECREASE APPROPRIATIONS:

B1019904 49700	B SPEC Contingency Account	\$32,000
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INCREASE APPROPRIATIONS:

M1066102 25000	M Technical Equipment	\$31,910
M1066104 43015	M State Fees	<u>90</u>
		\$32,000

Mr. Sheridan moved to adopt Resolution No. 309-2019, seconded by Ms. Terminelli, Mr. Denesha, and Ms. Curran, and carried unanimously by a roll call vote with fifteen (15) yes votes.

Services Committee: 7-15-2019

RESOLUTION NO. 310-2019

APPROVING THE 2019 RESOURCE ALLOCATION PLAN (RAP) PROGRAM AND AUTHORIZING THE CHAIR TO SIGN CONTRACTS WITH VARIOUS ORGANIZATIONS FOR THE YOUTH DEVELOPMENT GRANT PROGRAMS

By Mr. Sheridan, Chair, Services Committee

WHEREAS, the Office of Children and Family Services (OCFS) has made Resource Allocation Plan (RAP) funds available to provide Youth Development Programs, and

WHEREAS, various agencies have submitted a Request for Proposal (RFP) for Youth Development Program Funding through the Youth Bureau, and

WHEREAS, Resolution No. 33-1984, authorized the Treasurer to appropriate 2019 Funds (Y4073204 46000JY) and (Y4038205 560GY) to the agencies listed below, and

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators approves the 2019 Resource Allocation Plan (RAP) Program of the Office of Children and Family Services, and authorizes the Chair to sign contracts with the following organizations for the Youth Development Grant Programs, upon approval of the County Attorney:

Boys & Girls Club of Massena	\$5,000
Brasher Stockholm Recreation	\$4,000
Canton Free Library	\$2,500
Canton Recreation	\$3,000
Fowler Recreation	\$1,000
Gouverneur Youth Development Program	\$9,000
Hammond Recreation	\$1,000
Louisville Recreation	\$1,000

August 5, 2019

Massena Summer Recreation	\$2,000
Ogdensburg Boys & Girls Club	\$9,000
Ogdensburg Command Performance	\$2,000
Parishville Recreation	\$2,000
Potsdam Recreation	<u>\$5,000</u>
Total	\$46,500

Mr. Sheridan moved to adopt Resolution No. 310-2019, seconded by Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

Services Committee: 7-15-2019

RESOLUTION NO. 311-2019

**AUTHORIZING THE CHAIR TO SIGN THE 2019 RESOURCE ALLOCATION PLAN
SIGNATURE PAGE**

By Mr. Sheridan, Chair, Services Committee

WHEREAS, the Office of Children and Family Services (OCFS) requires that the Youth Bureau submit a Resource Allocation Plan (RAP) Signature Page that certifies approval of the program and grant contracts for the 2019 Youth Development program year, and

WHEREAS, the signing of the RAP Signature Page will qualify the County for State reimbursement in the 2019 program year, and

WHEREAS, the amount allocated to the County in 2019 for youth development programs is \$126,068, and

WHEREAS, OCFS will reimburse St. Lawrence County for contract and County agency program expenditures, and

WHEREAS, the Youth Bureau shall retain the overall responsibility to release the Request for Proposal (RFP) plan, provide fiscal/grants management, technical assistance, audit claims, monitor, and evaluate all programs approved in the 2019 RAP,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign the 2019 Resource Allocation Plan Signature Page, upon approval of the County Attorney.

Mr. Sheridan moved to adopt Resolution No. 311-2019, seconded by Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

August 5, 2019

Services Committee: 7-15-2019

RESOLUTION NO. 312-2019

**AUTHORIZATION TO FILL A NUTRITION SERVICES AIDE
POSITION IN THE OFFICE FOR THE AGING**

By Mr. Sheridan, Chair, Services Committee
Co-Sponsored by Mr. Fay, District 9 and Mr. Haggard, District 10

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 authorizes the Committee to review all positions 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, Position No. 801000015, Nutrition Services Aide, became vacant on June 10, 2019, due to a resignation, and

WHEREAS, the filling of this position is critical to providing congregate and home delivered meals in St. Lawrence County, and

WHEREAS, the Nutrition Services Aide is fifty-four percent funded (54%) funded by the Title III C1, III C2, and Wellness in Nutrition (WIN) grant,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Director of the Office for the Aging to immediately fill position No. 801000015, Nutrition Services Aide, in the Office for the Aging.

Mr. Sheridan moved to adopt Resolution No. 312-2019, seconded by Mr. Haggard, Mr. Acres, and Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

August 5, 2019

Services Committee: 7-15-2019

RESOLUTION NO. 313-2019

**AUTHORIZING THE CHAIR TO SIGN A TIER 2 MEMBERSHIP AGREEMENT
WITH NORTHWINDS INTEGRATED HEALTH NETWORK AND
MODIFYING THE 2019 BUDGET FOR COMMUNITY SERVICES**

By Mr. Sheridan, Chair, Services Committee

WHEREAS, the New York State Office of Mental Health (OMH) and Office of Alcoholism and Substance Abuse Services (OASAS) have launched the NYS Behavioral Health Value Based Payment (VBP) Readiness Program which will fund behavioral health providers to form behavioral health care collaboratives in an effort to position such providers to succeed in the VBP environment, and

WHEREAS, the Program will make funding available through Medicaid Managed Care organizations to achieve the goals of the VBP Readiness Program, and

WHEREAS, the North County Behavioral Health Care Collaborative (NC-BHCC) was formed for purposes of the VBP Readiness Program, with Citizen Advocates, Inc., being designated to act as the lead agency for NC-BHCC, and

WHEREAS, \$1.725 Million in funding was received by Citizen Advocates, Inc. for the purpose of creating an organization and enhancing data analytics, quality oversight, and clinical integration, and

WHEREAS, the NC-BHCC subsequently transformed into Northwinds Integrated Health Network, a non-profit Independent Practice Association (IPA), to manage VBP and service agreements with Managed Care and Accountable Care Organizations and will provide and/or arrange for the provision of behavioral health and related health care services to health plan members, and

WHEREAS, eleven (11) State regulated agency providers have become initial members of the NC-BHCC, including Essex and Clinton Counties Community Services, and

WHEREAS, members who join Tier 1/Class A shall pay \$15,000 in dues annually, members who join Tier 2/Class B shall pay dues based on the member's annual gross revenue for its most recent fiscal year-end, ranging from \$2,000 to \$5,000 annually, and

WHEREAS, this agreement can be terminated upon sixty (60) days prior written notice, and it is the recommendation of the Director of Community Services to enter into Tier 2 Membership Agreement with Northwinds Integrated Health Network,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a Tier 2 Membership Agreement with Northwinds Integrated Health Network, upon

August 5, 2019

approval of the County Attorney, and

BE IT FURTHER RESOLVED that the Treasurer is authorized to modify the 2019 Budget for the Department of Community Services, as follows:

INCREASE APPROPRIATIONS:

A3643204 42700	A FSS Memberships and Other Dues	\$3,500
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INCREASE REVENUE:

A3644905 57000	A FA Fed Salary Sharing – Mental	\$3,500
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BE IT FURTHER RESOLVED that an annual review will be conducted by the Director of Community Services of the tier status and an update will be provided to the Board of Legislators.

Mr. Sheridan moved to adopt Resolution No. 313-2019, seconded by Ms. Curran, and carried unanimously by a roll call vote with fifteen (15) yes votes.

Services Committee: 7-15-2019

RESOLUTION NO. 314-2019

**AUTHORIZATION TO FILL A CHEMICAL DEPENDENCY COUNSELOR
POSITION IN COMMUNITY SERVICES DEPARTMENT**

By Mr. Sheridan, Chair, Services Committee
Co-Sponsored by Mr. Fay, District 9

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 Review Committee to be filled, and now requires approval by the full Board of Legislators, and

WHEREAS, Position No. 510400009, Chemical Dependency Counselor, was vacated on July 10, 2019, due to resignation, and

WHEREAS, filling of direct service and revenue generating positions within both the Chemical Dependency and Mental Health Clinics is paramount to the viability of this department

August 5, 2019

and to the care of its current and future clients,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Director of Community Services to immediately fill Position No. 510400009, Chemical Dependency Counselor, in Community Services.

Mr. Sheridan moved to adopt Resolution No. 314-2019, seconded by Ms. Terminelli, and carried unanimously by a voice vote with fifteen (15) yes votes.

Finance Committee: 7-29-2018

RESOLUTION NO. 315-2019

AUTHORIZING THE CHAIR TO SIGN A GRANT DISBURSEMENT AGREEMENT FOR STATE AND MUNICIPAL FACILITIES PROGRAM (SAM) GRANT FUNDS FOR 2017 ROAD REPAIR

By Mr. Acres, Chair, Finance Committee

WHEREAS, In 2017, Senator Patricia A. Ritchie and the New York State Legislature made State and Municipal Facilities Program (SAM) Grant funds available for the St. Lawrence County Department of Highways to repair road infrastructure in the County, and

WHEREAS, the Department of Highways completed the road repair associated with the SAM Grant in that same year, and

WHEREAS, the total cost of the project was \$153,915, with the SAM Grant reimbursement of \$150,000 (HM035895 560SM) covering a majority of the cost, and

WHEREAS, St. Lawrence County has recently been informed that the Dormitory Authority of the State of New York (DASNY) has received New York State approval to send the Grant Disbursement Agreement to the County for execution,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a Grant Disbursement Agreement for State and Municipal Facilities Program (SAM) Grant funds for 2017 road repair, and any further documentation needed for this grant, upon approval of the County Attorney.

Mr. Acres moved to adopt Resolution No. 315-2019, seconded by Ms. Terminelli and Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

August 5, 2019

Finance Committee: 7-29-2019

RESOLUTION NO. 316-2019

**APPROVING A CONTRACT WITH BARTON AND LOGUIDICE, D.P.C.
TO COMPLETE APPENDIX A AS INCLUDED IN THE FGEIS FOR
THE MULTI-USE TRAIL SYSTEM**

By Mr. Acres, Chair, Finance Committee

WHEREAS, the Board of Legislators approved Resolution No. 193-2017 which changed the Local Law to approve all-terrain vehicle operation on certain public lands and County roads, and

WHEREAS, this Local Laws shall take effect immediately upon filing with the Secretary of State and satisfactory completion of Appendix A as included in the FGEIS for the Multi-Use Trail System, and

WHEREAS, Barton and Loguidice, D.P.C. has agreed to complete Appendix A for a fee not to exceed \$3,500 (HM271974 43007 ATV),

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with Barton and Loguidice, D.P.C. to complete Appendix A as included in the FGEIS for the Multi-Use Trail System, upon approval by the County Attorney.

Mr. Acres moved to adopt Resolution No. 316-2019, seconded by Ms. Curran and Mr. Arquiett, and carried unanimously by a voice vote with fifteen (15) yes votes.

Finance Committee: 7-29-2019

RESOLUTION NO. 317-2019

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT FOR THE DEPARTMENT OF
HIGHWAYS TO PROVIDE FUEL SERVICES TO THE VILLAGE OF CANTON AND
MODIFYING THE 2019 BUDGET FOR THE DEPARTMENT OF HIGHWAYS**

By Mr. Acres, Chair, Finance Committee

WHEREAS, the Village of Canton uses a fleet of motor vehicles to provide various services for the Village throughout the year, and

WHEREAS, the fuel system of the Village of Canton is in need of replacement, and rather than replace the system, the Village has requested the use of the County fuel system, and

August 5, 2019

WHEREAS, the fuel system of the County, located at the Highway Department, has the capacity to provide fuel to the Village of Canton fleet allowing them a significant cost savings by not replacing the fuel system of the Village,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract for the Department of Highways to provide fuel services to the Village of Canton, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the Treasurer is authorized to modify the 2019 Department of Highway Budget as follows:

INCREASE APPROPRIATIONS:

HR051304 441FI	H RM Fuel Island	\$28,000
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INCREASE REVENUE:

HR027705 550GR	H LR Department Gasoline Reimbursement	\$28,000
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Mr. Acres moved to adopt Resolution No. 317-2019, seconded by Ms. Curran, Mr. Fay, and Mr. Forsythe, and carried unanimously by a roll call vote with fifteen (15) yes votes.

Finance Committee: 7-29-2019

RESOLUTION NO. 318-2019

**APPROVING FEDERAL AID LOCAL PROJECT AGREEMENT
FOR THE CONSTRUCTION/CONSTRUCTION INSPECTION PHASE FOR
SOUTH SHORE ROAD OVER OSWEGATCHIE RIVER, BIN 3340940, PIN 775371**

By Mr. Acres, Chair, Finance Committee

Authorizing the implementation and funding 100% of the costs of a transportation project, which may be eligible for federal aid and/or state aid, or reimbursement from BRIDGE NY funds.

WHEREAS, a project for the Construction/Construction Inspection Phase for South Shore Road over Oswegatchie River, BIN 3340940, PIN 775371 (the "Project") is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs such program to be borne at the ratio of 95% federal funds and 5% non-federal funds, and

WHEREAS, the Board of Legislators wants to advance the project by making a commitment of 100% of the federal and non-federal share of the costs of the work for the Project or portions thereof,

August 5, 2019

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators approves Federal Aid Local Project Agreement for the construction/construction inspection phase for South Shore Road over Oswegatchie River, BIN 3340940, PIN 775371, and

BE IT FURTHER RESOLVED that funds will be appropriated and made available to cover the cost of participation in the above phase(s) of the Project, and

BE IT FURTHER RESOLVED that the Board of Legislators hereby authorizes the Treasurer to pay 100% of the cost of the Construction/Construction Inspection work for the Project or portions thereof, with the understanding that qualified costs may be eligible for federal aid, state aid, or reimbursement from Bridge NY funds, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that in the event the full federal and non-federal share costs of the project exceeds the amount appropriated, the Board of Legislators shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the New York State Department of Transportation thereof, and

BE IT FURTHER RESOLVED that Board of Legislators authorizes the Chair to execute all necessary Agreements, certifications or reimbursement requests for available Federal and State aid on behalf of the St. Lawrence County Board of Legislators with the New York State Department of Transportation 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 permanent funding of the local share of federal-aid eligible projects costs and all project costs with appropriations therefore that are not so eligible, 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 that this resolution shall take effect immediately.

Mr. Acres moved to adopt Resolution No. 318-2019, seconded by Mr. Denesha and Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

August 5, 2019

Finance Committee: 7-29-2019

RESOLUTION NO. 319-2019

**AUTHORIZATION TO CREATE AND FILL A LABORER POSITION
IN THE DEPARTMENT OF HIGHWAYS**

By Mr. Acres, Chair, Finance Committee
Co-Sponsored by Mr. Fay, District 9 and Mr. Sheridan, District 4

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 Review Committee to be filled, and now requires approval of the full Board of Legislators, and

WHEREAS, a current employee will move into this newly created position, retroactive June 10, 2019, and the Department of Highways will abolish the next full-time Laborer Position that becomes vacant in order to maintain the current number of Laborer Positions within the Department,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes creating Position No. 306000125, Laborer, as follows:

CREATE:

HM351101 15000	Laborer	\$33,616
	Grade 16, Base	

BE IT FURTHER RESOLVED that the Superintendent of Highways is authorized to fill Position No. 306000125, Laborer, in the Department of Highways, retroactive to June 10, 2019.

Mr. Acres moved to adopt Resolution No. 319-2019, seconded by Ms. Arquiatt and Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

August 5, 2019

Finance Committee: 7-29-2019

RESOLUTION NO. 320-2019

**AUTHORIZATION TO FILL A BRIDGE CONSTRUCTION MECHANIC POSITION
IN THE DEPARTMENT OF HIGHWAYS**

By Mr. Acres, Chair, Finance Committee
Co-Sponsored by Mr. Fay, District 9 and Mr. Sheridan, District 4

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, Resolution No. 198-2011 implemented emergency measures including a freeze on all new hiring with an exclusion of positions that are funded 100% by an outside source of revenue adequate to cover the equivalent of the cost of the position and this request meets that criteria, and

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

WHEREAS, Position No. 312300004, Bridge Construction Mechanic, became vacant on June 10, 2019, and this position is responsible for bridge construction & rehabilitation and snow & ice control activities, and

WHEREAS, nearly a third of County bridges are deficient and in need of rehabilitation, and

WHEREAS, without this position, the Department will not be able to maintain bridge construction & rehabilitation and proper crew size to insure safety,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Superintendent of Highways to immediately fill Position No. 312300004, Bridge Construction Mechanic in the Department of Highways.

Mr. Acres moved to adopt Resolution No. 320-2019, seconded by Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

August 5, 2019

Finance Committee: 7-29-2019

RESOLUTION NO. 321-2019

**AUTHORIZATION TO INCREASE THE CASH DRAWER AMOUNT FOR THE
MASSENA DEPARTMENT OF MOTOR VEHICLES**

By Mr. Acres, Chair, Finance Committee

WHEREAS, several County departments utilize petty cash accounts and/or cash drawers for daily operations, and

WHEREAS, Resolution No. 22-2019 authorized establishing petty cash accounts and departmental cash drawers, and

WHEREAS, the County Clerk's Office has determined that an additional terminal is needed at the Massena Department of Motor Vehicles, increasing from three (3) terminals to four (4) terminals at that location, and in doing so an additional cash drawer is needed,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes increasing the Cash Drawer amount for the Massena Department of Motor Vehicles, and

BE IT FURTHER RESOLVED that the Board of Legislators authorizes the cash drawer in the amount of \$100 for a total cash drawer amount of \$400 (01TG0215 501K0).

Mr. Acres moved to adopt Resolution No. 321-2019, seconded by Ms. Terminelli, and carried unanimously by a voice vote with fifteen (15) yes votes.

Finance Committee: 7-29-2019

RESOLUTION NO. 322-2019

**APPROVING THE ISSUANCE BY THE ST. LAWRENCE COUNTY
INDUSTRIAL DEVELOPMENT AGENCY OF UP TO \$18,000,000
MULTI-FAMILY HOUSING REVENUE BONDS (COMMUNITY
PRESERVATION PARTNERS PROJECT), SERIES 2019**

By Mr. Acres, Chair, Finance Committee

WHEREAS, the St. Lawrence County Board of Legislators (the "Board"), as the elected legislative body of St. Lawrence County, New York (the "County") has been advised by the St. Lawrence County Industrial Development Agency (the "Issuer") that the Issuer proposes to issue, contingent upon the adoption of this resolution, its tax-exempt Multi-Family Housing Revenue Bonds (Community Preservation Partners Project), Series 2019, in an aggregate principal amount

August 5, 2019

sufficient to undertake the below described Project in an amount not to exceed \$18,000,000 (the “Bonds”) for the benefit of Lawrence Avenue Community Partners, LP (the “Company”), and

WHEREAS, the Project consists of (A) the acquisition of approximately 10.483 acres of land located at 3 Debra Drive, Village of Potsdam, Town of Potsdam, St. Lawrence County, State of New York (the “Land”) together with six (6) residential buildings known as Lawrence Avenue Apartments containing 137 affordable multifamily units (collectively, the “Existing Improvements”); (B) the renovation, equipping and modernization of the Existing Improvements, including, but not limited to, reconstruction of eight (8) apartment units made uninhabitable by fire damage, improvements and upgrades to mechanical, life/safety and energy systems, accessibility, façade and amenities, and related improvements (collectively, the “Improvements”); (C) the acquisition and installation in and around the Improvements of certain items of machinery, equipment, fixtures, furniture and other incidental tangible personal property (collectively, the “Equipment”, and together with the Land, the Existing Improvements and the Improvements, the “Facility”); (D) the payment of all or a portion of credit enhancement fees relating to the Bonds, if any, funding a debt service reserve fund, if any, and capitalized interest, if any; (E) paying certain costs and expenses incidental to the issuance of the Bonds (the costs associated with items (A) through (D) above being hereinafter collectively referred to as the “Cost(s) of the Facility” or “Project Costs”), and

WHEREAS, pursuant to Section 147(f) of the Internal Revenue Code of 1986, as amended (the “Code”), interest on the Bonds will not qualify for exclusion from gross income for Federal income tax purposes unless the issuance of the Bonds is approved by the Board after a public hearing to consider both the issuance of the Bonds and the nature and location of the facilities financed therewith has been conducted following reasonable public notice, and

WHEREAS, on April 23, 2019, the Issuer held such a public hearing upon proper notice in compliance with the Code, and

WHEREAS, to aid the Board in its deliberations, the Issuer has made available to the members of the Board prior to this meeting the minutes of such public hearing held on April 23, 2019, and

WHEREAS, the Board, after due consideration of the foregoing, as the “applicable elected representative” of the County, within the meaning of Section 147(f) of the Code desires to approve the issuance of the Bonds; provided neither the Bonds nor any other obligation of the Issuer shall be a debt of the County, the municipality for whose benefit the Issuer was established, nor shall the County be liable thereon,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators approves the issuance by the St. Lawrence County Industrial Development Agency of up to \$18,000,000 Multi-Family Housing Revenue Bonds (Community Preservation Partners Project), Series 2019, and

BE IT FURTHER RESVOLED that for the sole purpose of qualifying the interest payable on the Bonds for exclusion from gross income for Federal income tax purposes, pursuant

August 5, 2019

to the provisions of Sections 103 and 142(d) of the Code, the Board, as the elected legislative body of St. Lawrence County, hereby approves the issuance by the Issuer of the Bonds, provided that the Bonds, and the premium (if any) and interest thereon, shall be special obligations of the Issuer and shall never be a debt of the State of New York or any political subdivision thereof, including without limitation the County, and neither the State of New York nor any political subdivision thereof, including without limitation the County, shall be liable thereon, and

BE IT FURTHER RESOLVED that this resolution shall be deemed to be made for the benefit of the holders, from time to time, of the Bonds, and

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

Mr. Acres moved to adopt Resolution No. 322-2019, seconded by Mr. Forsythe, Mr. Haggard, Ms. Arquiatt, Ms. Curran, and Mr. Arquiatt, and carried unanimously by a voice vote with fifteen (15) yes votes.

Finance Committee: 7-29-2019

RESOLUTION NO. 323-2019

**MODIFYING THE PY18 BUDGET FOR THE WORKFORCE INNOVATION
AND OPPORTUNITY ACT**

By Mr. Acres, Chair, Finance Committee

WHEREAS, St. Lawrence County is the designated grant recipient for Workforce Innovation and Opportunity Act funds and establishes budgets in accordance with obligations received, and

WHEREAS, St. Lawrence County received the Notice of Obligational Authority from New York State for PY18 WIOA formula funds, and

WHEREAS, the total funds received for Program Year 2018 (July 1, 2018 to June 30, 2019) were slightly higher than what was anticipated as per Notice of Obligation Authority Number PY18-4, and

WHEREAS, Notice of Obligation Authority Number PY18-6 indicates that additional local funding was received via increased allotments to each state and additionally an error was made when calculating the Dislocated Worker allocations which results in a decrease in funding,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the PY18 Budget for the Workforce Innovation and Opportunity Act, as follows, and to roll over any remaining funds to future years until fully expended:

August 5, 2019

INCREASE APPROPRIATIONS:

UA862924 461TU	Adult Training Tuition Fees	\$1,170
UC862924 461PW OOS	Work Experience Wage	1,137
UG862904 430WI	WIB Expenses	40
		<u>\$2,347</u>

INCREASE REVENUE:

UA847905 57000	U FA Adult Training	\$1,170
UC847905 57000	Youth Revenue	1,137
UG847905 57000	Administrative Pool Revenue	40
		<u>\$2,347</u>

DECREASE APPROPRIATIONS:

UE862924 461TU	Tuition Fees	\$1,949
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DECREASE REVENUE:

UE847905 57000	Dislocated Worker Revenue	\$1,949
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Mr. Acres moved to adopt Resolution No. 323-2019, seconded by Ms. Curran and Ms. Terminelli, and carried unanimously by a roll call vote with fifteen (15) yes votes.

Finance Committee: 7-29-2019

RESOLUTION NO. 324-2019

MODIFYING THE PY18 BUDGET FOR THE WORKFORCE INNOVATION AND OPPORTUNITY ACT FOR ADDITIONAL FUNDING

By Mr. Acres, Chair, Finance Committee

WHEREAS, St. Lawrence County is the designated Grant Recipient for Workforce Innovation and Opportunity Act (WIOA) funds and establishes budgets in accordance with obligations received, and

WHEREAS, on August 29, 2018 a letter of support of the Trade and Economic Transition National Dislocated Worker Grant (TET-DWG) application was sent to the New York State Department of Labor, and

WHEREAS, St. Lawrence County was approved and received a Notice of Obligational Authority for \$50,000, and

WHEREAS, the funds are available for the period of October 1, 2018 through September

August 5, 2019

30, 2020,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the PY18 WIOA Budget for the Workforce Innovation and Opportunity Act for additional funding, as follows, and to roll over any funds remaining to future years until fully expended:

INCREASE APPROPRIATIONS:

UE862901 12000 TET	Supervisory	\$3,291
UE862901 19501 TET	Longevity	62
UE862908 81000 TET	Retirement	472
UE862908 83000 TET	Social Security	242
UE862908 84000 TET	Workers Comp	94
UE862908 84500 TET	Life Insurance	4
UE862908 86000 TET	Medical Insurance	790
UE862908 86500 TET	Dental Insurance	30
UE862908 89000 TET	Vision Insurance	15
UE862911 11000 TET	Direct Services	3,583
UE862911 19501 TET	Longevity	110
UE862911 19550 TET	Health Insurance Buyout	124
UE862918 81000 TET	Retirement	520
UE862918 83000 TET	Social Security	284
UE862918 84000 TET	Workers Comp	107
UE862918 84500 TET	Life Insurance	5
UE862918 86000 TET	Medical Insurance	463
UE862918 86500 TET	Dental Insurance	36
UE862918 89000 TET	Vision Insurance	18
UE862924 461PM TET	Mileage	500
UE862924 461OJ TET	OJT	15,600
UE862924 461TU TET	Tuition	<u>23,650</u>
		\$50,000

INCREASE REVENUE:

UE847905 57000 TET	TET-DWG Revenue	\$50,000
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Mr. Acres moved to adopt Resolution No. 324-2019, seconded by Ms. Terminelli and Ms. Curran, and carried unanimously by a roll call vote with fifteen (15) yes votes.

August 5, 2019

Finance Committee: 7-29-2019

RESOLUTION NO. 325-2019

**WORKERS' COMPENSATION SELF-INSURANCE APPORTIONMENT
FOR THE YEAR 2020**

By Mr. Acres, Chair, Finance Committee

WHEREAS, the St. Lawrence County Self-Insured Plan has developed its budget for the for the year 2020, and

WHEREAS, the participant allocation of the plan costs is to be provided by September 1, 2019,

NOW, THEREFORE, BE IT RESOLVED, that the following apportionment of Workers' Compensation costs for the year 2020 be applied to the participating municipalities of St. Lawrence County:

	<u>2019 APPORTIONMENT</u>	<u>2020 APPORTIONMENT</u>
St. Lawrence County	\$1,147,404	\$1,150,391
Soil & Water Conservation District	8,671	17,552
<u>CITY</u>		
Ogdensburg	421,998	328,856
<u>TOWN</u>		
Brasher	28,020	27,148
Canton	39,454	42,896
Clare	7,586	6,754
Clifton	32,932	32,583
Colton	0	0
DeKalb	24,203	21,102
DePeyster	10,461	9,259
Edwards	21,277	26,582
Fine	43,592	40,603
Fowler	23,757	25,489
Gouverneur	31,448	30,190
Hammond	16,749	17,782
Hermon	24,295	21,256
Hopkinton	24,122	21,123
Lawrence	19,835	20,530
Lisbon	54,460	58,315
Louisville	35,649	41,979
Macomb	17,890	17,939
Madrid	30,672	26,469

	August 5, 2019	
Massena	973,308	1,059,833
Morristown	25,149	26,154
Norfolk	30,638	35,704
Oswegatchie	34,647	31,664
Parishville	56,665	47,460
Piercefield	0	0
Pierrepoint	39,545	38,709
Pitcairn	12,742	11,178
Potsdam	73,843	70,564
Rossie	13,734	12,121
Russell	34,493	30,569
Stockholm	26,365	32,247
Waddington	24,366	22,640

VILLAGE

Canton	110,640	113,094
Rensselaer Falls	1,496	1,444
Richville	29	22
Gouverneur	78,255	73,492
Hammond	1,985	1,457
Heuvelton	8,036	11,562
Massena	317,970	293,035
Morristown	4,252	0
Norwood	32,156	25,723
Potsdam	193,587	162,463
Waddington	<u>15,608</u>	<u>14,056</u>
TOTAL	\$4,173,984	\$4,100,000

Mr. Acres moved to adopt Resolution No. 325-2019, seconded by Mr. Forsythe, Mr. Denesha, and Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

Finance Committee: 7-29-2019

RESOLUTION NO. 326-2019

**AUTHORIZING THE CHAIR TO SIGN A FACILITIES USE PERMIT
WITH THE STATE UNIVERSITY OF NEW YORK COLLEGE
OF TECHNOLOGY AT CANTON, NEW YORK**

By Mr. Acres, Chair, Finance Committee

WHEREAS, St. Lawrence County has from time to time used space at the State University of New York College of Technology at Canton for the purpose of conducting civil service exams, and

August 5, 2019

WHEREAS, the State University of New York College of Technology at Canton has requested the County sign a Facilities Use Permit in conjunction with that use, and

WHEREAS, due to space constraints it is necessary that St. Lawrence County has opportunities to utilize other facilities when necessary (CP014304 40700),

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a Facilities Use Permit with the State University of New York College of Technology at Canton, New York, upon approval of the County Attorney.

Mr. Acres moved to adopt Resolution No. 326-2019, seconded by Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

Finance Committee: 7-29-2019

RESOLUTION NO. 327-2019

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH NEW YORK STATE OFFICE OF COMMUNITY RENEWAL (OCR) FOR A COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FOR THE COUNTYWIDE HOMEOWNERSHIP ASSISTANCE PROGRAM AND MODIFYING THE 2019 BUDGET FOR THE PLANNING OFFICE

By Mr. Acres, Chair, Finance Committee

WHEREAS, the New York State Office of Community Renewal (OCR) awarded \$550,000 in Community Development Block Grant (CDBG) funds for St. Lawrence County to continue funding for the Direct Homeownership Assistance Program (DHAP 23), and

WHEREAS, these funds will be used to provide housing acquisition and modest rehabilitation assistance to approximately seventeen (17) eligible, income-qualified households in communities across the County,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with New York State Office of Community Renewal (OCR) for a Community Development Block Grant (CDBG) for the Countywide Homeownership Assistance Program, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2019 Budget for the Planning Office, as follows, and to roll over any remaining funds to future budgets until fully expended:

August 5, 2019

INCREASE APPROPRIATIONS:

N1080204 460GP NH51 N CDBG DHAP 23 \$550,000

INCREASE REVENUE:

N1049105 57000 NH51 N FA DHAP 23 \$550,000

Mr. Acres moved to adopt Resolution No. 327-2019, seconded by Ms. Terminelli and Ms. Curran, and carried unanimously by a roll call vote with fifteen (15) yes votes.

Finance Committee: 7-29-2019

RESOLUTION NO. 328-2019

**AUTHORIZING ST. LAWRENCE COUNTY TO APPLY FOR
ACCELERATED TRANSIT CAPITAL GRANT FUNDS**

By Mr. Acres, Chair, Finance Committee

WHEREAS, capital funds are available from the New York State Department of Transportation (DOT) for public transit under the Accelerated Transit Capital (ATC) Program, and

WHEREAS, eligible projects include rehabilitating, restoring and modernizing public transit assets with a minimum service life of at least ten (10) years, and

WHEREAS, if awarded, these funds would be used to enhance the bus stop in front of the Harold B. Smith Building, which has one of the highest ridership counts in the rural transit system of the County,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes St. Lawrence County to apply for Accelerated Transit Capital Grant funds, and

BE IT FURTHER RESOLVED that the Board of Legislators authorizes the Chair to sign the necessary application documentation, and

BE IT FURTHER RESOLVED upon the grant being awarded, and that grant administration and program delivery continue into subsequent fiscal years, a resolution will be brought forward for consideration by the Board of Legislators.

August 5, 2019

Mr. Acres moved to adopt Resolution No. 328-2019, seconded by Ms. Curran, Ms. Terminelli, and Mr. Fay, and carried unanimously by a voice vote with fifteen (15) yes votes.

Finance Committee: 7-29-2019

RESOLUTION NO. 329-2019

**AUTHORIZATION TO ABOLISH A DIRECTOR OF PREVENTIVE SERVICES
POSITION AND CREATE AND FILL A DEPUTY DIRECTOR OF PUBLIC HEALTH
IN THE PUBLIC HEALTH DEPARTMENT**

By Mr. Acres, Chair, Finance Committee
Co-Sponsored by Mr. Fay, District 9 and Mr. Sheridan, District 4

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 Review Committee to be filled, and now requires approval of the full Board of Legislators, and

WHEREAS, Position No. 505200003, Director of Preventive Services, became vacant on May 13, 2019, due to a resignation, and

WHEREAS, upon review it was determined that the Director of Preventive Services Position should be abolished and a Deputy Director of Public Health Position be created, and

WHEREAS, the Deputy Director of Public Health will assist the Director of Public Health with preparation and management of the annual department budget and other required documents, business management, program operation and technical services, planning, coordinating and administering local Public Health programs, representing the Director as requested, ensuring departmental needs are being addressed and services provided are within the scope of requirements and regulations,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes abolishing Position No. 505200003, Director of Preventive Services, and creating and filling a Deputy Director of Public Health in the Public Health Department, as follows:

ABOLISH:

PP040101 12000	Director of Preventive Services Band V, Base	\$70,580
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August 5, 2019

CREATE:

PA040101 12000	Deputy Director of Public Health Band V, Base	\$70,580
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BE IT FURTHER RESOLVED that the Director of Public Health is authorized to fill Position No. 505600002, Deputy Director of Public Health, in the Public Health Department, no earlier than thirty (30) days of the date vacated.

Mr. Acres moved to adopt Resolution No. 329-2019, seconded by Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

Finance Committee: 7-29-2019

RESOLUTION NO. 330-2019

**ADOPTING A SUN SAFETY AND EXTREME HEAT POLICY
FOR ST. LAWRENCE COUNTY**

By Mr. Acres, Chair, Finance Committee

WHEREAS, the Public Health Department is partnering with St. Lawrence Health Initiative's Cancer Prevention Action Project, and

WHEREAS, skin cancer is the most common cancer in the United States and exposure to Ultraviolet (UV) radiation causes nearly all skin cancer cases, and

WHEREAS, employees who are exposed to extreme heat or work in hot environments may be at risk of heat stress, and exposures to extreme heat can result in occupational illnesses and injuries such as heat stroke, heat exhaustion, heat cramps, and heat rashes, and

WHEREAS, the County is committed to the health and safety of its workforce and the citizens it serves, including protection from adverse effects associated with prolonged exposure to outdoor UV radiation, and encourages and provides sun safety behaviors for outdoor workers to help create a healthy and safe environment for all, and

WHEREAS, Department Heads will assess work duties and personal protective equipment to determine if and how they might be modified to better protect outdoor workers from over-exposure to UV radiation and heat, and

WHEREAS, all employees who work outdoors, especially between 10 a.m. and 4 p.m., will be encouraged to wear sun protective clothing and sunglasses that protect from UVA and UVB (full spectrum), and carry and use sunscreen, hydrate themselves, and immediately report to the supervisor any signs or symptoms of heat related illness in themselves or coworkers, and

August 5, 2019

WHEREAS, Department Heads will consider the availability of shade for employees and length of time spent outdoors when planning work and/or activities, to include shaded outdoor break areas and shade structures for off-site jobs whenever feasible, limit time in the heat and/or increase time spent in a cool environment, provide adequate amounts of cool, portable water near the work area and encourage workers to drink frequently, adjust work periods and address rest periods when: temperature, humidity and sunshine increase, there is no air movement, protective clothing or equipment is worn for work activities, and

WHEREAS, training on sun safety and heat stress for certain types of employees of the County who work outdoors will be available, encouraging them to practice sun safety and heat stress behaviors while on the job, and

WHEREAS, new employees will be provided education on information on UV protection, sun safety behavior, skin cancer prevention, heat related illnesses and the procedures that will minimize the risks, and

WHEREAS, County employees will be encouraged and reminded to practice basic strategies for preventing skin cancer through onsite communications through verbal reminders, posters, signs, pamphlets, email notifications, newsletters, social media, and at meetings, and

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators adopts a Sun Safety and Extreme Heat Policy for St. Lawrence County.

Mr. Acres moved to adopt Resolution No. 330-2019, seconded by Ms. Arquiett, Mr. Denesha, and Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

August 5, 2019



**ST. LAWRENCE COUNTY
Policies & Procedures**

Sun Safety and Extreme Heat

Responsible Official: Public Health Department

Effective Date: August 5, 2019

Purpose

Skin cancer is the most common cancer in the United States. Exposure to Ultraviolet (UV) radiation causes nearly all skin cancer cases. Additionally, workers who are exposed to extreme heat or work in hot environments may be at risk of heat stress. Exposure to extreme heat can result in occupational illnesses and injuries such as heat stroke, heat exhaustion, heat cramps, or heat rashes. The County of St. Lawrence is committed to the health and safety of its workers, including protecting our employees from the adverse effects associated with prolonged exposure to outdoor UV radiation and heat. Encouraging and providing education on safe sun and extreme heat behaviors for outdoor work and activities helps create a healthy and safe workforce.

Policy

This policy applies to every department and employee of the County, where outdoor work or work assignments are required and there is a risk of exposure to UV radiation and/or heat as a result of these activities.

Hats, Protective Clothing, Sunglasses, and Sunscreen

For outdoor labor and activities occurring on sunny days, especially between 10 a.m. to 4 p.m., employees will be encouraged to:

- A. Wear sun-protective clothing that includes:
 1. Four-inch or more full-brimmed hats that, when worn, create a shadow that completely covers the head, face, nose, ears, and neck.
 2. Long-sleeve shirts and full length pants made of tightly woven fabric that is lightweight.
- B. Wear sunglasses that protect from 100% of UVA & UVB (full spectrum).
- C. Carry and use sunscreen and lip balm with a minimum of SPF 15.
- D. Encourage workers to hydrate themselves.

August 5, 2019

- E. Encourage workers to immediately report to the supervisor any signs or symptoms of heat-related illness in themselves or in coworkers.

County Department Heads will assess personal protective equipment, including hats, to determine if and how they might be modified to better protect outdoor workers from over-exposure to UV radiation and heat.

Environmental Controls

County Department Heads will consider the availability of shade for employees and length of time spent outdoors when planning work and/or activities. The County will:

- A. Provide shaded outdoor break areas for employees when feasible.
- B. Provide shade structures for off-site jobs when feasible.
- C. Address time in the heat and/or increase recovery time spent in a cool environment.
- D. Provide access to adequate amounts of cool, portable water near the work area and encourage workers to drink frequently.
- E. Address work periods and consider additional rest periods when:
 - 1. Temperature, humidity, and sunshine increase.
 - 2. There is no air movement.
 - 3. Protective clothing or equipment is worn.
 - 4. And for heavier work.

Training and Communication

Outdoor employees of the County will receive sun and heat stress safety training encouraging them to practice sun and heat stress safety behaviors while on the job.

The County new staff orientations will include information on UV protection, sun safety behaviors, skin cancer prevention, heat-related illnesses, and the procedures that will minimize the risks.

County Department Heads will receive UV protection, skin cancer prevention, sun safety training and/or heat stress training encouraging them to practice sun and heat safety behaviors while on the job and be a role model to reinforce use of sun and heat protective equipment for employees. County employees will be encouraged and reminded to practice basic strategies for preventing skin cancer and heat stress through on-site communications through verbal reminders, posters, signs, pamphlets, email notifications, newsletters, social media and at meetings.

Policy Monitoring and Review

Enforcement of this policy is the shared responsibility of all County employees. All employees are encouraged to communicate and partake in the necessary precautions of this policy during the working hours to prevent and reduce the risk of skin cancer.

Evaluation of the effectiveness of the policy will be ongoing.

August 5, 2019

Finance Committee: 7-29-2019

RESOLUTION NO. 331-2019

PROCLAIMING AUGUST AS NATIONAL IMMUNIZATION AWARENESS MONTH

By Mr. Acres, Chair, Finance Committee

WHEREAS, the Public Health Department is observing National Immunization Awareness Month in August to highlight the importance of vaccinations for people of all ages, and

WHEREAS, providing children the vaccines recommended by the Center for Disease Control and Prevention on time is the best way to protect them against (14) serious and potentially deadly diseases before their second birthday, and

WHEREAS, vaccines recommended for individuals are based on age, health conditions, job, lifestyle or travel habits, and

WHEREAS, some childhood vaccines can wear off over time making it necessary for adults to keep vaccinations up to date to help protect themselves and others, and

WHEREAS, it is essential for pregnant women to receive vaccinations, not only to protect themselves, but to create protective antibodies that will be passed on to her baby providing short-term protection, and

WHEREAS, vaccination is one of the most convenient and safest preventive care measures available,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators proclaims August as National Immunization Awareness Month.

Mr. Acres moved to adopt Resolution No. 331-2019, seconded by Ms. Curran, Ms. Terminelli, and Ms. Arquiett, and carried unanimously by a voice vote with fifteen (15) yes votes.

August 5, 2019

Finance Committee: 7-29-2019

RESOLUTION NO. 332-2019

**AUTHORIZING THE CHAIR TO SIGN A REVOCABLE LICENSE AGREEMENT
WITH THE VILLAGE OF WADDINGTON FOR AN
OPIOID EPIDEMIC AWARENESS COMMUNITY EVENT**

By Mr. Acres, Chair, Finance Committee

WHEREAS, the Public Health Department is responsible for the Opioid Epidemic Grant Funding which is part of the Emergency Preparedness Program, and

WHEREAS, the Public Health Department was awarded to receive \$72,000 in funding (PPZ40104 43007 OP) from the New York State Department of Health to address the opioid epidemic in the community, and

WHEREAS, the first year of this grant has come to a close, and

WHEREAS, the Public Health Department, in conjunction with the St. Lawrence County Partners 4 Substance Use Prevention Task Force, has scheduled an Opioid Epidemic Awareness Community Event to be held on August 24th at the Civic Center in the Village of Waddington, and

WHEREAS, this event will include presentations on stigma, current and future opioid grant work, community assessment results, and a dedication ceremony to those in recovery and those lost due to substance use disorder,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a Revocable License Agreement with the Village of Waddington for an Opioid Epidemic Awareness Community Event, upon approval of the County Attorney.

Mr. Acres moved to adopt Resolution No. 332-2019, seconded by Mr. Forsythe, Ms. Arquiatt and Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

August 5, 2019

Finance Committee: 7-29-2019

RESOLUTION NO. 333-2019

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH TONY HOFFMAN FOR THE OPIOID EPIDEMIC AWARENESS COMMUNITY EVENT

By Mr. Acres, Chair, Finance Committee

WHEREAS, the Public Health Department is responsible for the Opioid Epidemic Grant Funding which is part of the Emergency Preparedness Program, and

WHEREAS, St. Lawrence County Public Health was awarded to receive \$72,000 in funding from the New York State Department of Health to address the opioid epidemic in the community, and

WHEREAS, the Public Health Department, in conjunction with the St. Lawrence County Partners 4 Substance Use Prevention Task Force, has scheduled an Opioid Epidemic Awareness Community Event to be held on August 24th at Whittaker Park/Civic Center in the Village of Waddington, and

WHEREAS, Tony Hoffman will be the Keynote Speaker for the event, presenting on the stigma surrounding opioid use for a fee of \$8,700 (PPZ40104 43007 OP),

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with Tony Hoffman for the Opioid Epidemic Awareness Community Event, upon approval of the County Attorney.

Mr. Acres moved to adopt Resolution No. 333-2019, seconded by Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

Finance Committee: 7-29-2019

RESOLUTION NO. 334-2019

MODIFYING THE 2019 BUDGET FOR PUBLIC HEALTH TO ACCEPT DONATIONS FOR THE OPIOID EPIDEMIC AWARENESS COMMUNITY EVENT

By Mr. Acres, Chair, Finance Committee

WHEREAS, the Public Health Department, in conjunction with the St. Lawrence County Partners 4 Substance Use Prevention Task Force, has scheduled an Opioid Epidemic Awareness Community Event to be held on August 24th at Whittaker Park/Civic Center in the Village of Waddington, and

August 5, 2019

WHEREAS, Alltech Integrations, LDR Motion Systems, and The Yoga Studio have made donations to the Opioid Epidemic Awareness Community Event, and

WHEREAS, this funding will be utilized to pay for the cost of providing a petting zoo and bouncy house,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2019 Budget for the Public Health Department to accept donations for the Opioid Epidemic Awareness Community Event, as follows:

INCREASE APPROPRIATIONS:

PPZ40104 43007 OP	P OP Other Fees & Services	\$650
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INCREASE REVENUE:

PPZ27055 55000 OP	P OP Gifts and Donations	\$650
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BE IT FURTHER RESOLVED that if additional donations are received for this event, they be included in this revenue line.

Mr. Acres moved to adopt Resolution No. 334-2019, seconded by Ms. Curran.

Mr. Reagen said he was informed that there will be buses available to transport people from Massena and Ogdensburg to the event. He thanked the Public Health Department for making transportation available.

Mr. Leader moved to amend the resolution to include Civic Center in the first whereas, seconded by Mr. Sheridan, Mr. Fay, and Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

Resolution No. 334-2019 was adopted unanimously by a roll call vote with fifteen (15) yes votes.

August 5, 2019

Finance Committee: 7-29-2019

RESOLUTION NO. 335-2019

**MODIFYING THE 2019 BUDGET FOR THE SHERIFF'S OFFICE
FOR OVERTIME COSTS IN THE CRIMINAL DIVISION**

By Mr. Acres, Chair, Finance Committee

WHEREAS, a budgetary measure during the 2019 budget process identified a percentage of appropriations for departments with overtime expenses and located those funds in the contingency account, and

WHEREAS, the Sheriff's Office Criminal Division will exceed the identified percentage of appropriations that were included for 2019 Budget for overtime costs, and

WHEREAS, the Sheriff's Office finds it necessary to transfer the balance from targeted contingency,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2019 Budget for the Sheriff's Office for overtime expenses in the Criminal Division as follows:

INCREASE APPROPRIATIONS:

S1031101 18000	S CRIM Overtime	\$36,250
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DECREASE APPROPRIATIONS:

B1019904 49700	B SPEC Contingency Account	\$36,250
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Mr. Acres moved to adopt Resolution No. 335-2019, seconded by Mr. Forsythe and Ms. Curran, and carried by a roll call vote with fourteen (14) yes votes, and one (1) abstained (Haggard).

August 5, 2019

Finance Committee: 7-29-2019

RESOLUTION NO. 336-2019

SUPPORTING H.R. 1345 AND REQUESTING ADOPTION OF AN AMENDMENT TO THE SOCIAL SECURITY ACT TO ASSIST COUNTY CORRECTIONAL FACILITIES WITH HEALTHCARE COSTS

By Mr. Acres, Chair, Finance Committee
Co-Sponsored by Ms. Arquiatt, District 11

WHEREAS, rural counties in Northern New York have long been established as some of the poorest rural counties in New York State with county correctional facilities that reach capacity on a regular basis, and

WHEREAS, often the population of individuals that are involuntarily confined are an unhealthy population and arrive in need of medical care as well as mental health and chemical dependency evaluation and support, and

WHEREAS, many of the individuals involuntarily confined are also recipients of benefits such as Medicaid, Medicare, Supplemental Security Income (SSI), or Children's Health Insurance Program (CHIP) prior to the incarceration and tend to resume receiving these benefits upon returning to the community, and

WHEREAS, in the 116th Congress first session, H.R. 1345 has been introduced in an effort to provide an amendment to... "Titles XVI, XVIII, XIX, and XXI of the Social Security Act to remove limitations on benefits for individuals in custody pending the disposition of charges," and

WHEREAS, the presumption of innocence is called into question when benefits cease prior to any charges being resolved within the criminal justice system and the adoption of H.R. 1345 would allow for the correctional facilities to access and provide for the care of individuals already established with the qualifying agency, and

WHEREAS, St. Lawrence County has a well-established relationship between the Department of Social Services and the County Correctional Facility for the purpose of ensuring that individuals who require assistance can be supported upon release, and

WHEREAS, the needs of the population incarcerated prior to sentencing could be better served if those incarcerated were to continue receiving benefits until such time as a disposition was reached with the criminal justice system, and

WHEREAS, as cited in H.R. 1345, "... or the cost of providing health care in prisons and jails has increased exponentially due in part to higher incarceration rates, infectious diseases, chronic conditions, substance abuse treatment, mental illness, aging prison populations, rising prescription drug costs, and mandatory sentencing laws..." and

August 5, 2019

WHEREAS, in the last three years, St. Lawrence County spent approximately \$825,000 on medical and hospitalization costs for incarcerated individuals for an average of \$275,000 per year,

NOW, THEREFORE, BE IT RESOLVED that that Board of Legislators supports H.R. 1345 and requests the adoption of an amendment to the Social Security Act to assist county correctional facilities with healthcare costs, and

BE IT FURTHER RESOLVED that the presumption of innocence should be granted until such time as there is a disposition of the charges, which would not indicate any change to benefits status while charges are pending, and

BE IT FURTHER RESOLVED that copies of this resolution be forwarded to President Donald J. Trump; Chair Richard Neal of the Committee on Ways and Means; and Chair Frank Pallone of the Committee on Energy and Commerce; H.R. 1345 Sponsor and Congresswoman Alcee Hastings; Congressman Anthony Brindisi; Congressman Antonio Delgado; Congresswoman Elise Stefanik; Congressman Paul Tonko; New York State Governor Andrew Cuomo, Senator Joseph Griffo, Senator Elizabeth Little, Senator Patty Ritchie, Assemblyman Mark Walczyk, Assemblyman Billy Jones, Assemblyman Robert Smullen, and Assemblyman Ken Blankenbush.

Mr. Acres moved to adopt Resolution No. 336-2019, seconded by Ms. Arquiett, Mr. Forsythe, and Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

Finance Committee: 7-29-2019

RESOLUTION NO. 337-2019

**APPOINTING A RECORDS MANAGEMENT OFFICER FOR
ST. LAWRENCE COUNTY**

By Mr. Acres, Chair, Finance Committee

WHEREAS, the New York State Local Government Records Law requires all local governments to designate a Records Management Officer, (a non-compensable, non-competitive position) to manage and maintain the development of the Records Management Program,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators hereby appoints Director of Governmental Services, Michael Cunningham, as the St. Lawrence County Records Management Officer.

Mr. Acres moved to adopt Resolution No. 337-2019, seconded by Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

August 5, 2019

Finance Committee: 7-29-2019

RESOLUTION NO. 338-2019

**AUTHORIZING THE CHAIR TO SIGN AN AGREEMENT WITH
THE CANTON FIRE DEPARTMENT FOR USE OF PARKING LOTS
AT THE COUNTY COMPLEX**

By Mr. Acres, Chair, Finance Committee

WHEREAS, the Canton Fire Department will be celebrating its 150th anniversary on September 14, 2019, and has requested the use of the H.B. Smith Building Parking lot and the Courthouse Parking Lot for a Parade on that day with lineup at 11 a.m., and parade beginning at noon, and

WHEREAS, the Canton Fire Department would hold the County harmless from any and all liability arising from the use of the parking lots,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign an agreement with the Canton Fire Department for use of the Parking Lots at the County Complex for a parade to celebrate its 150th anniversary, upon approval of the County Attorney.

Mr. Acres moved to adopt Resolution No. 338-2019, seconded by Ms. Terminelli and Mr. Denesha, and carried unanimously by a voice vote with fifteen (15) yes votes.

Finance Committee: 7-29-2019

RESOLUTION NO. 339-2019

**AUTHORIZING THE CHAIR TO SIGN A NOTICE OF WAIVER TO THE CITY OF
OGDENSBURG PURSUANT TO SECTION 1223(B) OF THE TAX LAW OF THE
STATE OF NEW YORK**

By Mr. Acres, Chair, Finance Committee

WHEREAS, St. Lawrence County and the City of Ogdensburg are parties to a sales tax agreement (“Agreement”) covering the period commencing December 1, 2010 and ending November 30, 2020, and

WHEREAS, the parties are engaging in the process of negotiating a successor agreement pursuant to the terms of the Agreement, and

WHEREAS, the Agreement provides in part that: “In the event a renegotiated agreement or such other agreement is not reached on or before December 1, 2019, then the City may notify

August 5, 2019

the County pursuant thereto of its intention to adopt legislation instituting a city sales tax in an amount otherwise permitted by law, said tax to become effective as of December 1, 2020”, and

WHEREAS, subsequent to the parties execution of the Agreement, Section 1223(b) of the Tax Law was enacted, and

WHEREAS, it is possible that the County and the City may not reach agreement as to the terms of a successor sales tax agreement despite the diligent and good faith efforts of each, and

WHEREAS, Section 1223(b) of the Tax law may require that the City impose sales tax legislation on or prior to June 30, 2019, and give notice thereof to the County, for any City sales tax to become effective as of December 1, 2020, unless the 6 month notice period called for by Section 1223(b) is waived by the County, and

WHEREAS, the City of Ogdensburg has requested a waiver of the 6 month notice provision of Section 1223(b) and any other applicable statute, in order to give the City and the County additional time to negotiate the terms of a successor sales tax agreement,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators grants the waiver and authorizes the Chair to sign the Notice of Waiver to the City of Ogdensburg pursuant to Section 1223 (b) of the Tax Law of the State of New York, retroactive to June 30, 2019.

Mr. Acres moved to adopt Resolution No. 339-2019, seconded by Mr. Forsythe and Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

Finance Committee: 7-29-2019

RESOLUTION NO. 340-2019

**AUTHORIZING THE CHAIR TO SIGN A MASTER COST RECOVERY AGREEMENT
WITH THE POWER AUTHORITY OF THE STATE OF NEW YORK FOR THE
ENERGY SERVICES PROGRAM**

By Mr. Acres, Chair, Finance Committee

WHEREAS, Public Authorities Law §1005(17) permits the Authority, as deemed feasible and advisable by the Trustees, to finance and design, develop, construct, implement, provide and administer energy related projects, programs, and services for any public entity and certain other specified entities, and

WHEREAS, the Trustees have authorized the establishment of the Authority’s Energy Services Program (ESP) to include, among other things, energy efficiency projects and services; clean energy technology projects and services; high performances and sustainable building projects and services; and the construction, installation and/or operation of facilities or

August 5, 2019

equipment done in connection with any such projects, programs or services, and

WHEREAS, St. Lawrence County entered into a Relicensing Settlement Agreement with the Power Authority of the State of New York (“NYPA”) for the St. Lawrence-FDR Power Project No. 2000 (the “2015 RSA”) to memorialize certain agreements reached during its first ten (10) year review of an initial Relicensing Settlement Agreement entered into in 2002 (the “2002 RSA”) that was entered into in connection with the Authority’s relicensing of its St. Lawrence – FDR Power Project, and

WHEREAS, NYPA initiated a BuildSmartNY energy efficiency and renewable energy savings program and grant fund for eligible Task Force member government and school buildings in an amount not to exceed \$1.5 million, and

WHEREAS, in order to carry out the intent of BuildSmartNY requirements of the 2015 RSA, the parties have determined that this Master Cost Recovery Agreement is the appropriate contracting mechanism although it is not limited in scope to such BuildSmartNY requirements, and

WHEREAS, Public Authority Law §1005(17) permits Customer, a public entity, to enter into energy services contract with the Authority for such energy-related projects, programs, and services as authorized by Public Authorities Law, and

WHEREAS, NYPA and the County would like to partner together to develop and implement projects contemplated under the Energy Services Plan, and

WHEREAS, Resolution No. 75-2019 authorized the Chair to sign a contract for Clean Energy Community Program Funds in the amount of \$250,000 to convert approximately 1,100 light fixtures to LED lighting at various County-owned facilities throughout St. Lawrence County, and for other energy efficiency upgrades,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a Master Cost Recovery Agreement with the Power Authority of that State of New York for the Energy Services Program, upon approval of the County Attorney.

Mr. Acres moved to adopt Resolution No. 340-2019, seconded by Ms. Curran, and carried by a voice vote with fourteen (1) yes votes, and one (1) abstention (T. Arquiatt).

August 5, 2019

RESOLUTION NO. 341-2019

AUTHORIZATING THE CHAIR TO SIGN A PERMIT WITH THE NEW YORK POWER AUTHORITY FOR USE OF WHITTAKER PARK IN THE VILLAGE OF WADDINGTON FOR AN OPIOID EPIDEMIC AWARENESS COMMUNITY EVENT

By Ms. Curran, District 15

WHEREAS, the Public Health Department is responsible for the Opioid Epidemic Grant Funding which is part of the Emergency Preparedness Program, and

WHEREAS, the Public Health Department was awarded to receive \$72,000 in funding (PPZ40104 43007 OP) from the New York State Department of Health to address the opioid epidemic in the community, and

WHEREAS, the first year of this grant has come to a close, and

WHEREAS, the Public Health Department, in conjunction with the St. Lawrence County Partners 4 Substance Use Prevention Task Force, has scheduled an Opioid Epidemic Awareness Community Event to be held on August 24th at Whittaker Park in the Village of Waddington, and

WHEREAS, this event will include presentations on stigma, current and future opioid grant work, community assessment results, and a dedication ceremony to those in recovery and those lost due to substance use disorder,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a permit with the New York State Power Authority for use of Whittaker Park in the Village of Waddington for an Opioid Epidemic Awareness Community Event, upon approval of the County Attorney.

Ms. Curran moved to adopt Resolution No. 341-2019, seconded by Mr. Acres, and carried by a voice vote with fourteen (14) yes votes, and one (1) abstention (T. Arquiatt).

August 5, 2019

RESOLUTION NO. 342-2019

AUTHORIZATION TO MODIFY THE 2019 BUDGET FOR BOARD OF ELECTIONS FOR THE PURCHASE OF VOTING MACHINES, ELECTRONIC POLLBOOKS AND WIRELESS AIRBALLOT PRINTERS

By Mr. Arquiatt, District 13

WHEREAS, The New York State Legislature has implemented nine (9) days of early voting for all future Primary and General Elections, and

WHEREAS, New York State Board of Elections has authorized certified vendors to provide electronic pollbooks and voting machines that comply with the stringent standards for security and accuracy set by New York State, and

WHEREAS, the voting machines purchased in 2008 are nearing the end of their useful life and as such, the Board of Elections is taking proactive measures to minimize future repair costs while taking advantage of newer, more efficient technology, and

WHEREAS, the Board of Elections seeks to maximize funds from all other sources to minimize the impact on County taxpayers, and

WHEREAS, New York State will provide \$10 Million Localities Grant Program for the purpose of purchasing equipment for early voting, based on voter registration and sites planned, with the portion for St. Lawrence County being \$47,584, and

WHEREAS, the State will be providing \$14 Million Capital Project Grant Program for the purpose of purchasing equipment for early voting, based on voter registration and sites planned, with the portion for St. Lawrence County being \$68,191, and

WHEREAS, the Board of Elections will also utilize SHOEBOX grant funds that may be used to lease or purchase equipment,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislature authorizes the Treasurer to modify the 2019 Budget for Board of Elections for the purchase of voting machines, electronic pollbooks and wireless airballot printers, as follows:

INCREASE APPROPRIATIONS:

E1Z14502 25000	E Technical Equipment	\$178,800
E1Z14504 42102	E Leased Equipment	<u>104,900</u>
		\$293,700

INCREASE REVENUE:

E1Z30895 56000	E State Aid	\$220,775
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August 5, 2019

DECREASE APPROPRIATIONS:

B1019904 49700	B SPEC Contingency Account	\$62,925
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Mr. Arquiett moved to adopt Resolution No. 342-2019, seconded by Mr. Haggard, Ms. Arquiett, Mr. Forsythe, Ms. Curran, and Ms. Terminelli, and carried unanimously by a voice vote with fifteen (15) yes votes.

COUNTY ADMINISTRATOR'S REPORT:

Ms. Doyle said the REDI Initiative held a meeting in Alexandria Bay on Friday with the next meeting scheduled for the Planning Team on Wednesday. The projects will be shared once determined.

Emergency Services has been requested to submit a budget for a grant consideration of approximately \$6 million dollars. The preliminary budget will be submitted within the next 24 hours. This would offset additional cost of the tower projects, as well as, upgrade equipment in the dispatch center.

Budget review has begun for 2019 projections and 2020 budget requests.

The third meeting of the Sales Tax Negotiations Committee will be held tomorrow at 4 p.m.

On Wednesday, August 7th, there will be a meet and greet for the new Executive Director of the Workforce Innovation Opportunity Act, Barb Lashua, who is taking over for Tom Plastino.

Ms. Doyle said she was contacted by U.S. Government Accountability Office to schedule a conference call on Plan 2014 of the International Joint Commission.

The Indigent Legal Service Contact was approved, and a summary will come to the Operations Committee.

The Operations and Services Committee Meeting for September will be held on September 23rd, as the dates for the NYSAC Conference is on September 16th.

The Audit Committee will meet with Drescher & Malecki, LLP, to discuss and review the final 2018 audit, followed by a presentation at the next Finance Committee Meeting.

A meeting is scheduled on August 27th at 1 p.m. at the Ranger School to consider options for the J&L Site.

Ms. Doyle said there will be an update on two local laws: Sanitation Code and appointments for Veterans, along with updates to IT and Cell Phone Policies

August 5, 2019

COMMITTEE REPORTS: There were no Committee Reports

OLD/NEW BUSINESS:

A. Presentation on Washington D.C. – Legislators N. Arquiett, Terminelli, and Curran

Mr. Forsythe moved to go to Executive Session at 7:37 p.m. to discuss litigation, negotiations, and personnel, seconded by Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

EXECUTIVE SESSION

A straw poll vote was taken in Executive Session regarding litigation.

Mr. Forsythe moved to go to Open Session at 9:33 p.m., seconded by Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

CHAIR'S APPOINTMENTS: Chair Lightfoot appointed Ms. Terminelli as Chair, Ms. Curran, and Mr. Reagen to the Search Committee for Director of Youth Bureau.

ADJOURNMENT: Chair Lightfoot adjourned the August Full Board Meeting at 9:34 p.m., as there was no further business.