

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

ROLL CALL: All Legislators were present.

Mr. Denesha led everyone in prayer followed by the pledge of allegiance.

APPROVAL OF THE AGENDA: Mr. Timmerman moved to approve the agenda, seconded by Mr. Forsythe, and carried unanimously by a voice vote with fifteen (15) yes votes.

APPROVAL OF MINUTES: Mr. Timmerman moved to approve the June 4, 2018, meeting minutes, seconded by Mr. Perkins, and carried unanimously by a voice vote with fifteen (15) yes votes.

COMMUNICATIONS: The Secretary to the Board of Legislators read the following correspondence:

1. A resolution was received from Tioga County requesting New York State Legislature to support acts to amend the executive law in relation to the cost of maintenance and operation of Veteran's Service Agencies.
2. The Village of Morristown sent a letter expressing their gratitude to the St. Lawrence County Board of Elections for their assistance in conducting a special election concerning dissolution of the Village.
3. The Adirondack Park Local Government Review Board sent a resolution requesting suspension of demolition of the Gooley Club Camp on Third Lake of the Essex Chain pending further review.

CITIZEN PARTICIPATION:

Mr. Kevin Barry said Governor Cuomo's Red Flag Bill was poorly written. Although the Bill has been presented as a way to keep dangerous students from acquiring guns, students are not specifically mentioned in the Bill. The Bill itself would allow school employees to initiate gun confiscation.

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PRESENTATION OF RESOLUTIONS:

Services Committee: 6-11-2018

RESOLUTION NO. 239-2018

APPROVING THE 2018 RESOURCE ALLOCATION PLAN (RAP) PROGRAM OF THE OFFICE OF CHILDREN AND FAMILY SERVICES AND AUTHORIZING THE CHAIR TO SIGN CONTRACTS FOR YOUTH DEVELOPMENT PROGRAMS WITH VARIOUS ORGANIZATIONS

By Mr. Colbert, Chair, Services Committee

WHEREAS, for many years the Office of Children and Family Services (OCFS) has made Resource Allocation Plan (RAP) funds available to provide youth development programs, and

WHEREAS, a number of organizations have submitted Requests for Proposals (RFPs) for Youth Development Program funding through the Youth Bureau, and the 2018 Budget for the Youth Bureau has funding (Y4073204 46000JY) and revenue (Y4038205 560GY) to provide the funding to the various agencies listed below,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators approves the 2018 Resource Allocation Plan (RAP) Program of the Office of Children and Family Services, and authorizes the Chair to sign contracts, upon approval of the County Attorney, for Youth Development Programs with the following organizations:

Boys & Girls Club of Massena	\$5,529
Brasher Stockholm Recreation	5,265
Canton Free Library	3,910
Canton Recreation	6,261
Destiny Club	910
Fowler Recreation	2,410
Gouverneur Youth Development Program	9,261
Hammond Recreation	910
Louisville Recreation	1,170
Massena Summer Recreation	1,910
Ogdensburg Boys & Girls Club	9,261
Ogdensburg Recreation Camp Scholarship	2,410
Parishville Recreation	2,410
Potsdam Recreational Opportunity Program (PROP)	4,510
Waddington Library Tweens Gateway	<u>910</u>
Total	\$57,037

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Mr. Colbert moved to adopt Resolution No. 239-2018, seconded by Ms. Bell, and carried unanimously by a voice vote with fifteen (15) yes votes.

Services Committee: 6-11-2018

RESOLUTION NO. 240-2018

**AUTHORIZING THE CHAIR TO SIGN THE 2018 RESOURCE ALLOCATION
PLAN (RAP) SIGNATURE PAGE**

By Mr. Colbert, 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 2018 Youth Development Program Year, and

WHEREAS, signing the RAP Signature Page will qualify the County for State reimbursement in the 2018 Program Year, and

WHEREAS, the amount allocated to the County in 2018 for youth development programs is \$136,456, 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 2018 RAP,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign the 2018 Resource Allocation Plan (RAP) Signature Page, upon approval of the County Attorney.

Mr. Colbert moved to adopt Resolution No. 240-2018, seconded by Mr. Forsythe, and carried unanimously by a voice vote with fifteen (15) yes votes.

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Services Committee: 6-11-2018

RESOLUTION NO. 241-2018

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH
JACK VENESKY, CPA AND ASSOCIATES TO PREPARE THE
PRESCHOOL/SCHOOL SUPPORTIVE HEALTH SERVICES (SSHSP) ANNUAL
MEDICAID COST REPORT FOR PUBLIC HEALTH DEPARTMENT FOR
THE JULY 1, 2018 TO JUNE 30, 2019 PROGRAM YEAR**

By Mr. Colbert, Chair, Services Committee

WHEREAS, the Public Health Department is required to file an annual Preschool/School Supportive Health Services Program (SSHSP) Medicaid Cost Report, and

WHEREAS, the firm of Jack Venesky, CPA & Associates has been providing this service to the Public Health Department, and

WHEREAS, a proposal has been received for the firm of Jack Venesky, CPA & Associates to continue providing these services,

NOW, THEREFORE, BE IT RESOLVED the Board of Legislators authorizes the Chair to sign a contract with Jack Venesky, CPA and Associates to prepare the Preschool/School Supportive Health Services (SSHSP) Annual Medicaid Cost Report for the Public Health Department for July 1, 2018 to June 30, 2019 (PPK40504 43003) for \$4,500 yearly, upon approval of the County Attorney.

Mr. Colbert moved to adopt Resolution No. 241-2018, seconded by Mr. Lightfoot, and carried unanimously by a voice vote with fifteen (15) yes votes.

Services Committee: 6-11-2018

RESOLUTION NO. 242-2018

**AUTHORIZING THE CHAIR TO SIGN THE EMERGENCY PREPAREDNESS
PROGRAM CONTRACT FOR THE PUBLIC HEALTH DEPARTMENT**

By Mr. Colbert, Chair, Services Committee

WHEREAS, the Public Health Emergency Preparedness Program HRI Contract for the Public Health Department has been renewed for July 1, 2018 through June 30, 2019, and

WHEREAS, the Emergency Preparedness Program Contract is \$90,972 (PP044895 57000 EP),

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WHEREAS, the Emergency Preparedness Program Contract is used to promote and protect the health of County residents by planning for health emergencies caused by deliberate acts, accidents, and naturally occurring events, to ensure that the Public Health Department is ready to respond to such threats, and the Public Health Departments must conduct a health emergency preparedness program as a condition of State Aid eligibility.

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign the Emergency Preparedness Program Contract for the Public Health Department and any COLAs to said contract, upon approval of the County Attorney.

Mr. Colbert moved to adopt Resolution No. 242-2018, seconded by Mr. Denesha, and carried unanimously by a voice vote with fifteen (15) yes votes.

Services Committee: 6-11-2018

RESOLUTION NO. 243-2018

**AUTHORIZATION TO FILL A PUBLIC HEALTH PROGRAM AIDE
POSITION IN THE PUBLIC HEALTH DEPARTMENT**

By Mr. Colbert, Chair, Services Committee

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 500400003, Public Health Program Aide, was vacated on May 23, 2018, due to a promotion, and

WHEREAS, this position will be responsible for compiling data for statistical reports, ordering and maintaining appropriate immunization clinic inventory, conducts preliminary interviews at clinics, and completes data entry for immunization documentation, and

WHEREAS, this position will also require a consistent rapport with physician offices for mandated AFIX visits (Assessment/Feedback/Incentives/Exchange), as well as meeting data entry deadlines for reporting sensitive confidential material to New York State Department of Health,

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BE IT FURTHER RESOLVED that the Board of Legislators authorizes the Director of Public Health to fill Position No. 500400003, Public Health Program Aide, in the Department of Public Health, no earlier than thirty (30) days of the date vacated.

Mr. Colbert moved to adopt Resolution No. 243-2018, seconded by Mr. Fay, and carried unanimously by a voice vote with fifteen (15) yes votes.

Services Committee: 6-11-2018

RESOLUTION NO. 244-2018

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH THE DEPARTMENT OF HOMELAND SECURITY FOR PARTICIPATION IN E-VERIFY

By Mr. Colbert, Chair, Services Committee

WHEREAS, the ability to confirm the eligibility of an employee to work in the United States is required as part of background investigations of certain County employees with access to federal tax information, and

WHEREAS, the County employs several individuals in various departments who must review federal tax information as a part of the performance of their duties (e.g. child support collection unit, etc.), and

WHEREAS, E-Verify is a program that electronically confirms the eligibility of an employee to work in the United States after completion of Employment Eligibility Verification Form I-9, and

WHEREAS, authority for the E-Verify program is found in Title IV, Subtitle A, of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 (IIRIRA), Pub. L. 104-208, 110 Stat. 3009, as amended (8 U.S.C. § 1324a note), and

WHEREAS, the Office of Temporary and Disability Assistance (OTDA) has issued an administrative directive to the Department of Social Services to use E-Verify to confirm eligibility to work in the United States and OTDA has requested that each County execute a Memorandum of Understanding (MOU) outlining the terms of use of the E-Verify program, and

WHEREAS, this MOU explains certain features of the E-Verify program and describes specific responsibilities of the County, the Social Security Administration (SSA), and Department of Homeland Security (DHS), and

WHEREAS, the use of E-Verify will help ensure proper confirmation of eligibility to work for employees who will have access to federal tax information,

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NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with the Department of Homeland Security for participation in E-Verify, upon approval of the County Attorney.

Mr. Colbert moved to adopt Resolution No. 244-2018, seconded by Mr. Forsythe, and carried unanimously by a voice vote, with fifteen (15) yes votes.

Services Committee: 6-11-2018

RESOLUTION NO. 245-2018

**AUTHORIZATION TO FILL AN EMPLOYMENT AND TRAINING COUNSELOR
POSITION IN THE DEPARTMENT OF SOCIAL SERVICES
AND ONE STOP CAREER CENTER**

By Mr. Colbert, Chair, Services Committee

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. 701000012, Employment and Training Counselor, was vacated on April 20, 2018, due to a promotion, and

WHEREAS, this position is needed to address employment needs of the dislocated workers, youth, and adults, and 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 in the employment programs would be 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 of Social Services to fill Position No. 701000012, Employment and Training

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Counselor, in the Department of Social Services, no earlier than sixty (60) days from the date vacated.

Mr. Colbert moved to adopt Resolution No. 245-2018, seconded by Mr. Hooper, and carried unanimously by a voice vote with fifteen (15) yes votes.

Operations Committee: 6-11-2018

RESOLUTION NO. 246-2018

AUTHORIZING THE CHAIR TO SIGN A MEMORANDUM OF UNDERSTANDING (MOU) WITH THE NORTH COUNTRY CRIME ANALYSIS CENTER (NCCAC) FOR DATA SHARING ACTIVITIES

By Mr. Hooper, Chair, Operations Committee

WHEREAS, this Memorandum of Understanding is between the Probation Department and the North Country Crime Analysis Center (NCCAC), located in Malone, New York, and

WHEREAS, the NCCAC was created through a partnership between New York State Law Enforcement Agencies and the New York State Division of Criminal Justice Services division to develop and produce a comprehensive picture of crime incidents through in-depth crime analysis, pattern identification, incident mapping, emerging crime trend recognition, and other related activities, and

WHEREAS, the NCCAC would like to partner with the Probation Department for information sharing of data among the law enforcement community through the Caseload Explorer Database of the Probation Department,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a Memorandum of Understanding (MOU) with the North Country Crime Analysis Center (NCCAC) for data sharing activities, upon approval of the County Attorney.

Mr. Hooper moved to adopt Resolution No. 246-2018, seconded by Mr. Lightfoot and Mr. Fay, and carried unanimously by a voice vote with fifteen (15) yes votes.

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Operations Committee: 6-11-2018

RESOLUTION NO. 247-2018

**PROCLAIMING JULY 15-21, 2018 AS PROBATION, PAROLE,
AND COMMUNITY SUPERVISION WEEK**

By Mr. Hooper, Chair, Operations Committee

WHEREAS, community corrections is an essential part of the justice system, and

WHEREAS, community corrections professionals uphold the law with dignity, while recognizing the right of the public to be safe-guarded from criminal activity, and

WHEREAS, community correctional professionals are responsible for supervising adult and juvenile offenders in the community, and

WHEREAS, community corrections professionals are trained professionals who provide services and referrals for offenders, and work in partnership with other community agencies to promote prevention, intervention, and advocacy, and

WHEREAS, community corrections professionals provide services, support, and protection to victims,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators proclaims July 15-21, 2018 as Probation, Parole, and Community Supervision Week, and encourages all citizens to honor the men and women working in these professions and recognize their achievements.

Mr. Hooper moved to adopt Resolution No. 247-2018, seconded by Mr. Forsythe, and carried unanimously by a voice vote with fifteen (15) yes votes.

Operations Committee: 6-11-2018

RESOLUTION NO. 248-2018

**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. Hooper, Chair, Operations Committee

WHEREAS, the Human Resources Department has from time to time used the State University of New York College of Technology at Canton, and

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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 authorizes this permit (CP014304 40700),

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign the 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. Hooper moved to adopt Resolution No. 248-2018, seconded by Ms. Bell, and carried unanimously by a voice vote with fifteen (15) yes votes.

Finance Committee: 6-25-2018

RESOLUTION NO. 249-2018

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH INTEGRATED BUSINESS SOLUTIONS FOR A VENDOR MANAGED INVENTORY SYSTEM FOR THE DEPARTMENT OF HIGHWAYS

By Mr. Timmerman, Chair, Finance Committee

WHEREAS, the current contract with Gillee's Auto Truck & Marine, Inc., Ogdensburg, NY for the Department of Highways' Vendor Managed Inventory System expires on November 1, 2018, and

WHEREAS, the Department of Highways must advise Gillee's Auto Truck & Marine, Inc. at least sixty (60) days in advance of its intent to renew the existing contract, and

WHEREAS, the Department of Highways would like to continue the Vendor Managed Inventory System (VMIS), and

WHEREAS, Integrated Business Solutions (IBS), Staples, Minnesota, has been awarded the VMIS through the National Joint Powers Alliance (NJPA), and

WHEREAS, IBS will be providing service through Gillee's Auto Truck & Marine, Inc. (HR051304 42200), and

WHEREAS, the cost proposal includes provisions for a net monthly profit of ten percent (10%) based on a total of all purchased parts and monthly service fee, and

WHEREAS, the Superintendent of Highways has reviewed this proposal and recommends the Board of Legislators accept the proposal,

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NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with Integrated Business Solutions for a Vendor Managed Inventory System for the Department of Highways, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the term of the contract will be November 2, 2018 through July 20, 2020.

Mr. Timmerman moved to adopt Resolution No. 249-2018, seconded by Mr. Colbert, and carried unanimously by a voice vote with fifteen (15) yes votes.

Finance Committee: 6-25-2018

RESOLUTION NO. 250-2018

**AUTHORIZATION TO FILL A HEAVY EQUIPMENT OPERATOR
POSITION IN THE DEPARTMENT OF HIGHWAYS**

By Mr. Timmerman, Chair, Finance Committee

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. 310100007, Heavy Equipment Operator, was vacated on May 30, 2018, due to retirement, and

WHEREAS, this position is responsible for the operation of specialized heavy equipment used in snow and ice control, highway repair, construction and maintenance projects,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Superintendent of Highways to fill Position No. 310100007, Heavy Equipment Operator, in the Department of Highways, no earlier than thirty (30) days of the date vacated.

Mr. Timmerman moved to adopt Resolution No. 250-2018, seconded by Mr. Colbert, and carried unanimously by a voice vote with fifteen (15) yes votes.

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Finance Committee: 6-25-2018

RESOLUTION NO. 251-2018

**MODIFYING THE 2018 BUDGET FOR THE DEPARTMENT OF HIGHWAYS
FOR OVERTIME**

By Mr. Timmerman, Chair, Finance Committee

WHEREAS, the Department of Highways is responsible for maintaining safe and passable roads in St. Lawrence County, and

WHEREAS, due to prolonged winter weather conditions in 2018, the Department of Highways has incurred additional overtime costs in snow and ice control and equipment repairs, and

WHEREAS, it is necessary to transfer the balance from the targeted contingency,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2018 Budget for the Department of Highways for overtime expenses as follows:

INCREASE APPROPRIATIONS:

HM351101 18000	H MR Overtime	\$114,330
HM433101 18000	H HS Overtime	4,000
HR051301 18000	H RM Overtime	<u>7,000</u>
		\$125,330

DECREASE APPROPRIATIONS:

HR019904 49700	H RM Contingency Account	\$118,330
HR019904 49700	H RM Contingency Account	<u>7,000</u>
		\$125,330

INCREASE APPROPRIATIONS:

T6499019 90300	T IFT RM Transfers to CR	\$118,330
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INCREASE REVENUE:

T6328019 90400	T IFT CR Transfers from RM	\$118,330
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Mr. Timmerman moved to adopt Resolution No. 251-2018, seconded by Mr. Forsythe, and carried unanimously by a roll call vote with fifteen (15) yes votes.

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Finance Committee: 6-25-2018

RESOLUTION NO. 252-2018

SUPPORTING THE APPLICATION BY THE DEPARTMENT OF HIGHWAYS FOR THE NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION (DEC) GRANT FOR A WATER QUALITY IMPROVEMENT PROJECT (WQIP) FOR LARGE CULVERT REPLACEMENTS

By Mr. Timmerman, Chair, Finance Committee

WHEREAS, there is funding available through the New York State Department of Environmental Conservation (NYS DEC) for Water Quality Improvement Projects (WQIP), and

WHEREAS, the Department of Highways is in need of replacing various substandard large culverts, and these replacements will decrease silt/sediment loading the waterways, and will conserve and restore native fish and wildlife biodiversity and habitats, as well as enhance community resiliency and ecosystem integrity, and

WHEREAS, seventy-five percent (75%) of the total cost of this project will be funded with the WQIP Grant, and

WHEREAS, the remaining twenty-five percent (25%) will be local matching funds, and

WHEREAS, a portion of the matching funds will be satisfied using in-kind services of Highway equipment and staff who will be working on the project,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators supports the application by the Department of Highways for the New York State Department of Environmental Conservation (DEC) Grant for a Water Quality Improvement Project (WQIP) for large culvert replacements.

Mr. Timmerman moved to adopt Resolution No. 252-2018, seconded by Mr. Colbert, and carried unanimously by a voice vote with fifteen (15) yes votes.

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Finance Committee: 6-25-2018

RESOLUTION NO. 253-2018

**AUTHORIZATION TO ABOLISH TWO (2) TEMPORARY FULL-TIME
LANDFILL ATTENDANTS AND CREATE AND FILL ONE (1) TEMPORARY
FULL-TIME HEAVY EQUIPMENT OPERATOR POSITION
IN THE SOLID WASTE DEPARTMENT**

By Mr. Timmerman, Chair, Finance Committee

WHEREAS, the 2018 Budget included four (4) temporary Landfill Attendant Positions in the Solid Waste Department to improve awareness and assist with the requirement for recycling that the County is required to follow, and

WHEREAS, there have been some unanticipated leaves associated with staff in the Solid Waste Department that suggest a modification from staffing levels presented in the budget would more adequately be addressed in the recommendation below, and

WHEREAS, a request has been reviewed and recommended to modify staffing levels by the Labor Management Committee that include abolishing two (2) Temporary Full-Time Landfill Attendant Positions and, create and fill one (1) Temporary Full-Time Heavy Equipment Operator Position, and this action now requires approval by the full Board of Legislators, and

WHEREAS, this position will assist in addressing the needs of the Department at this time,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Superintendent of Highways to abolish Position Nos. 306400003 and 306400004, Temporary Landfill Attendant, and create and fill a Temporary Heavy Equipment Operator Position in the Solid Waste Department as follows:

ABOLISH:

WO081601 19000	W OPR Temporary & Part Time Base	\$9,984
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CREATE:

WO081601 19000	W OPR Temporary & Part Time Base	\$8,510
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BE IT FURTHER RESOLVED that the Board of Legislators authorizes the Highway Superintendent to immediately fill Position No. 309800018, Temporary Part-time Heavy Equipment Operator, in the Solid Waste Department.

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Mr. Timmerman moved to adopt Resolution No. 253-2018, seconded by Mr. Lightfoot, and carried unanimously by a voice vote with fifteen (15) yes votes.

Finance Committee: 6-25-2018

RESOLUTION NO. 254-2018

**MODIFYING THE 2018 BUDGET FOR THE SOLID WASTE DEPARTMENT
FOR RECYCLING COSTS**

By Mr. Timmerman, Chair, Finance Committee

WHEREAS, the global market value of recyclables has eroded, and

WHEREAS, the processing fee for recycling materials has exceeded \$100/ton in recent months, and

WHEREAS, in 2018 the Solid Waste Department has nearly exceeded its budget for recycling tipping fees due to recycling costs far exceeding expectations, and

WHEREAS, the Solid Waste Department has appropriations within its 2018 budget to offset this overage, and

WHEREAS, the St. Lawrence County Solid Waste Department continues to work with DANC to explore alternative marketing strategies,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2018 Budget of the Solid Waste Department as follows:

INCREASE APPROPRIATIONS:

WH081604 43018 RECY	W RECY Tipping Fees	\$127,000
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DECREASE APPROPRIATIONS:

WO081602 24000	W OPR Highway & Street Equipment	\$127,000
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Mr. Timmerman moved to adopt Resolution No. 254-2018, seconded by Mr. Arquiett, and carried unanimously by a roll call vote with fifteen (15) yes votes.

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Finance Committee: 6-25-2018

RESOLUTION NO. 255-2018

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH THE ST. LAWRENCE COUNTY FIRE TRAINING FACILITY, INC. FOR PRIORITY USE OF THE TRAINING FACILITY BY THE PARTICIPANTS OF THE ST. LAWRENCE COUNTY SELF-INSURANCE PLAN

By Mr. Timmerman, Chair, Finance Committee

WHEREAS, the St. Lawrence County Self-Insurance Plan had previously contracted with the St. Lawrence County Fire Training Facility, Inc., to provide priority access to the facility and training of the participants of the St. Lawrence County Self-Insurance Plan, and that agreement expired December 17, 2017, and

WHEREAS, the St. Lawrence County Self-Insurance Plan wishes to sign a new contract for a two year period to begin January 1, 2018, expiring on December 31, 2019, and

WHEREAS, an annual payment of \$35,000 (LI017104 46000) will be made in quarterly payments to the St. Lawrence County Fire Training Facility,

NOW, THEREFORE, BE IT RESOLVED the Board of Legislators authorizes the Chair to sign a contract with the St. Lawrence County Fire Training Facility, Inc., for priority use of the facility by the participants of the St. Lawrence County Self-Insurance Plan, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that an annual payment of \$35,000 be made, payable in quarterly payments, to the St. Lawrence County Fire Training Facility.

Mr. Timmerman moved to adopt Resolution No. 255-2018, seconded by Mr. Colbert, and carried unanimously by a voice vote with fifteen (15) yes votes.

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Finance Committee: 6-25-2018

RESOLUTION NO. 256-2018

AUTHORIZING THE CHAIR TO SIGN AN AGREEMENT WITH NEW YORK ENVIRONMENTAL PROTECTION AND SPILL COMPENSATION FUND AND COUNTY OF ST. LAWRENCE, NEW YORK, REGARDING TAX DELINQUENT PROPERTIES OWNED BY JAMES DALTON

By Mr. Timmerman, Chair, Finance Committee

WHEREAS, the New York Environmental Protection and Spill Compensation Fund (the "Fund") was created by Navigation Law § 179 and commenced cleanup response actions ("Removal Actions") pursuant to the Navigation Law, at the following sites located in St. Lawrence County:

- Owner: James Dalton
- Address: 82 Main St & Main St, Dekalb, NY
- Tax Map # : 145.047-2-1 & 145.047-2-3
- Spill Nos. 1005990, 0105778, 0485021

WHEREAS, St. Lawrence County ("County") has commenced an action against the Dalton Sites due to tax delinquencies by a real property tax foreclosure proceeding for unpaid ad valorem real property taxes, and

WHEREAS, pursuant to Navigation Law § 180, the Administrator of the Fund is authorized to settle claims on behalf of the Fund, and

WHEREAS, the Fund has expended certain monies for the cleanup and removal of petroleum based contaminants at 82 Main Street and Main Street, Dekalb, New York, also known as the 'Dalton Sites', and

WHEREAS, the County desires that the Fund release its potential claims against County, for past and future cleanup and removal costs incurred by the State, including interest thereon and applicable penalties with respect to Spill Nos. 1005990, 0105778 and 0485021 assigned to the Sites ("Potential Claims"), in order to facilitate redevelopment through the sale of the Sites, and

WHEREAS, the Fund is willing to release its potential claims in consideration of certain payments by the County upon sale of the Sites as partial reimbursement of cleanup and removal costs incurred and which may be incurred by the Fund, as applicable, and

WHEREAS, an agreement between the Fund and the County is necessary to release any potential claims the Fund may have with respect to the Sites prior to the County taking title to the Sites through tax foreclosure, and sell at the annual foreclosure sale as one parcel,

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NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign an agreement containing the terms described herein with the New York Environmental Protection and Spill Compensation Fund and County of St. Lawrence, New York, regarding the Dalton Sites, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the sites will be sold at the tax sale auction as one parcel, and

BE IT FURTHER RESOLVED such an agreement between the Fund and the County would require that, in consideration of the Fund releasing the potential claims, the County, shall, within sixty (60) days following the tax auction and sale of the Sites, pay to the Fund fifty percent (50%) of the sale proceeds which were paid to the County by the buyer of the Sites, respectively, and

BE IT FURTHER RESOLVED the releases provided by the Fund to the County shall extend to the successors or assigns of the County with respect to the Sites, however, such releases shall not extend, nor can they be transferred to any successors or assigns of the County who are persons deemed legally responsible for the discharge of petroleum at the Sites, respectively.

Mr. Timmerman moved to adopt Resolution No. 256-2018, seconded by Mr. Denesha, and carried unanimously by a voice vote with fifteen (15) yes votes.

Finance Committee: 6-25-2018

RESOLUTION NO. 257-2018

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH C&S COMPANIES TO PERFORM AN ENVIRONMENTAL INVESTIGATION ON PROPERTY OWNED BY DP 12 WEST STREET, CANTON, LLC

By Mr. Timmerman, Chair, Finance Committee

WHEREAS, the Board of Legislators has agreed to an environmental investigation of property owned by DP 12 West Street, Canton, LLC which is included in the 2016 real property tax foreclosure proceeding (TM# 88.042-10-22), located at 12 West Street, Village of Canton, NY, and

WHEREAS, St. Lawrence County and its affiliates and agents have been granted, through an Agreement, access to the DP 12 West Street, Canton, LLC property permitting C&S Companies to perform an environmental investigation, and

WHEREAS, the County has issued a Request for Proposal, with the scope of work involving a limited site environmental investigation of the parcel, and preparation of a written

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report describing environmental liabilities, if any, to the County if it proceeds with tax foreclosure and acquisition of this parcel, and

WHEREAS, there have been three responses to the Request for Proposal, and the County Attorney and Consultant, Bowitch & Coffey, P.C., have reviewed these proposals and recommend awarding the contract to C&S Companies,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with C&S Companies to perform an environmental investigation on property owned by DP 12 West, Canton, LLC, upon approval of the County Attorney.

Mr. Timmerman moved to adopt Resolution No. 257-2018, seconded by Mr. Colbert, and carried by a voice vote with fourteen (14) yes votes, and one (1) abstention (Fay).

Finance Committee: 6-25-2018

RESOLUTION NO. 258-2018

AUTHORIZING THE DIRECTOR OF COMMUNITY SERVICES TO SIGN BUSINESS ASSOCIATE AGREEMENTS BETWEEN COMMUNITY SERVICES AND ENTITIES RECEIVING PROTECTED HEALTH INFORMATION

By Mr. Timmerman, Chair, Finance Committee

WHEREAS, St. Lawrence County, through the Department of Community Services, regularly enters into business relationships with third parties for the provision of services under which the third party, referred to as a “business associate” may receive, use, obtain, access, or create protected health information, and

WHEREAS, protected health information is confidential and must be afforded the special treatment and protection set forth in detail in business associates contracts and in accordance with the Health Insurance Portability and Accountability Act (HIPAA) set forth at 45 CFR Parts 142, 160, and 164, and Confidentiality of Alcohol and Drug Abuse Patient Records 42 CFR Part 2, and

WHEREAS, federal law and regulations require that in such a business relationship the parties have a special written agreement containing the conditions under which protected health information is shared, and

WHEREAS, given the routine nature of such agreements, it would be counterproductive to operations to require separate resolutions be sought prior to signing business associate agreements as they are required,

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NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Director of Community Services to sign Business Associate Agreements between Community Services and entities receiving protected health information, upon approval of the County Attorney.

Mr. Timmerman moved to adopt Resolution No. 258-2018, seconded by Mr. Colbert and Mr. Burke, and carried unanimously by a voice vote with fifteen (15) yes votes.

Finance Committee: 6-25-2018

RESOLUTION NO. 259-2018

MODIFYING THE 2018 BUDGET TO ESTABLISH ACCOUNTS FOR A NEW YORK STATE 2018 SPECIAL TRAFFIC OPTIONS PROGRAM

By Mr. Timmerman, Chair, Finance Committee

WHEREAS, Resolution No. 255-2017 authorized the a temporary part-time Clerk (Position No. 002300055), and acceptance of a 2018 Special Traffic Options Program Grant from the New York State for the STOP-DWI Program, and

WHEREAS, the grant provides funding that will cover cost related to collection of County court-ordered fines and other courts specifically associated with DWI/DWAI fines and surcharges, and

WHEREAS, funding not used for the clerk position will cover travel expenses for Drug Recognition Training in Batavia for one law enforcement officer and other appropriate law enforcement/legal trainings covering DWI issues,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2018 Budget as follows:

INCREASE APPROPRIATIONS:

A7Z33151 19000	A Stop Grant Clerical	\$11,400
A7Z33154 42000	A Stop Grant Office Supplies	300
A7Z33154 42001	A Stop Grant Computer Program	2,394
A7Z33154 42101	A Stop Copying Equipment	250
A7Z33154 42303	A Stop I/D Phone Charges	650
A7Z33154 42402	A Stop I/D Postage	1,507
A7Z33154 44300	A Stop Mileage Reimbursement	700
A7Z33154 44500	A Stop Other Travel	2,334
A7Z33158 81000	A Stop Grant Retirement	1,614
A7Z33158 83000	A Stop Grant Social Security	797
A7Z33158 84000	A Stop Workman's Comp	<u>554</u>

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\$22,500

DECREASE REVENUE:

A7Z33895 56000

A Special Options Grant Rev

\$22,500

BE IT FURTHER RESOLVED that the Treasurer roll over any remaining appropriations and revenues to future budgets until the grant is expended.

Mr. Timmerman moved to adopt Resolution No. 259-2018, seconded by Mr. Colbert, and carried unanimously by a roll call vote with fifteen (15) yes votes.

Finance Committee: 6-25-2018

RESOLUTION NO. 260-2018

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH BEACON HEALTH STRATEGIES, LLC FOR BEHAVIORAL HEALTH PROVIDER SERVICES

By Mr. Timmerman, Chair, Finance Committee

WHEREAS, Beacon Health Strategies, LLC contracts with managed care organizations under which they arrange for the provision of mental health and substance abuse services to members of the Plan and provides certain management services to the Plan in connection with such programs, and

WHEREAS, Beacon Health Strategies, LLC desires to engage the Provider to offer certain mental health or substance abuse services as part of the programs, and the Provider is able and willing to provide such services, and

WHEREAS, this provider would like to become a recognized provider of mental health and substance abuse services for the Program on the terms and conditions as set forth in the agreement,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with Beacon Health Strategies, LLC, for behavioral health provider services, upon approval of the County Attorney.

Mr. Timmerman moved to adopt Resolution No. 260-2018, seconded by Mr. Colbert, and carried unanimously by a voice vote with fifteen (15) yes votes.

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Finance Committee: 6-25-2018

RESOLUTION NO. 261-2018

**AUTHORIZATION TO FILL A SECRETARY I POSITION
IN COMMUNITY SERVICES**

By Mr. Timmerman, Chair, Finance Committee

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. 005100009, Secretary I, will be vacated on July 27, 2018, due to a retirement, and

WHEREAS, the filling of a clerical staff position within the Stop-DWI, Traffic Safety, Victim Impact Panel, and IDP Programs is paramount to the viability of this department 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. 005100009, Secretary I, in Community Services.

Mr. Timmerman moved to adopt Resolution No. 261-2018, seconded by Mr. Burke and Mr. Fay, and carried unanimously by a voice vote with fifteen (15) yes votes.

Finance Committee: 6-25-2018

RESOLUTION NO. 262-2018

**AUTHORIZATION TO FILL A SECRETARY I POSITION
IN COMMUNITY SERVICES**

By Mr. Timmerman, Chair, Finance Committee

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

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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. 005100030, Secretary I, was vacated on June 4, 2018, due to a resignation, and

WHEREAS, the filling of clerical staff positions within both the Chemical Dependency and Mental Health Clinics is paramount to the viability of this department 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. 005100030, Secretary I, in Community Services.

Mr. Timmerman moved to adopt Resolution No. 262-2018, seconded by Mr. Colbert, and carried unanimously by a voice vote with fifteen (15) yes votes.

Finance Committee: 6-25-2018

RESOLUTION NO. 263-2018

**RECOMMENDATION FOR SALARY EQUITY COMPENSATION ADJUSTMENT
OF MEDICAL STAFF POSITIONS AND MODIFYING THE 2018 BUDGET FOR
COMMUNITY SERVICES**

By Mr. Timmerman, Chair, Finance Committee

WHEREAS, a re-evaluation of salaries for medical positions was conducted for equity purposes and to determine if any changes were warranted, and

WHEREAS, part of this review included a recommendation for placement of a medical staff title to be moved to flat rate, after it has been mistakenly added to the Step System, and

WHEREAS, after review of all medical staff titles, the adjustment listed below is recommended to provide the opportunity for St. Lawrence County to be more competitive in meeting the needs with talented workers in departments where medical staff are needed,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators accepts the recommendation for salary equity compensation adjustment of medical positions in Community Services, and authorizes the adjustment to the following positions:

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Position No.	Title	2018 Salary	Salary Recommendation
510800001	Medical Consultant (PT)	\$33,600	\$50,400
516500001	Physician's Assistant (FT)	\$86,300	\$132,150
499700001	Psychiatric Nurse Practitioner (PT)	\$18,503	\$24,434

BE IT FURTHER RESOLVED that the Treasurer is authorized to modify the 2018 Budget for Community Services as follows:

INCREASE APPROPRIATIONS:

A3143201 11000	A MHOC Direct Service Workers	\$45,850
A3143201 19000	A MHOC Temporary & Part Time	9,800
A3743201 19000	A FMH Temporary & Part Time	<u>8,000</u>
		\$63,650

DECREASE APPROPRIATIONS:

A1142501 11000	A CACD Direct Service Workers	\$10,000
A1142501 19507	A CS Out of Title Pay	3,200
A1342501 11000	A OGCD Direct Service Workers	<u>50,450</u>
		\$63,650

BE IT FURTHER RESOLVED following a twelve (12) month period, the workload of the full-time Registered Physician Assistant and Nurse Practitioner in Community Services will be reviewed to determine the level of performance based on the average number of visits per day, and the base pay of these employees will be adjusted to reflect that performance level.

Mr. Timmerman moved to adopt Resolution No. 263-2018, seconded by Mr. Arquiett, and carried unanimously by a roll call vote with fifteen (15) yes votes.

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Finance Committee: 6-25-2018

RESOLUTION NO. 264-2018

**AUTHORIZING THE CHAIR TO SIGN AN AGREEMENT BETWEEN THE
DEPARTMENT OF SOCIAL SERVICES AND COMMUNITY SERVICES FOR
COUNSELING SERVICES**

By Mr. Timmerman, Chair, Finance Committee

WHEREAS, a Labor Management Committee Meeting was held to address concerns of the caseworkers and child protective workers and this is one effort to address these issues in an effective manner, and

WHEREAS, the Department of Social Services is responsible for carrying out casework that sometimes involves unusually challenging and traumatic work in which opportunities to receive counseling at work would be beneficial, and

WHEREAS, Community Services has counselors who could provide helpful counseling to caseworkers and their supervisors that would enhance the ability to adequately engage in casework, and

WHEREAS, it is appropriate that the Department of Social Services and Community Services enter into a written agreement setting forth their respective duties,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign an agreement between the St. Lawrence County Department of Social Services and the Community Services for counseling services for the period between July 3, 2018, and December 31, 2018, with an expected annual cost of salary and overhead expenses not to exceed \$5,000, upon approval of the County Attorney.

Mr. Timmerman moved to adopt Resolution No. 264-2018, seconded by Mr. Leader, and carried unanimously by a voice vote with fifteen (15) yes votes.

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Finance Committee: 6-25-2018

RESOLUTION NO. 265-2018

MODIFYING THE 2018 BUDGET FOR THE OFFICE FOR THE AGING TO RECEIVE FUNDS FROM THE NEW YORK STATE DEPARTMENT OF TRANSPORTATION ACCELERATED TRANSIT CAPITAL PROGRAM GRANT

By Mr. Timmerman, Chair, Finance Committee

WHEREAS, the Accelerated Transit Capital Program provides 100% state capital funding to rehabilitate, restore, and modernize public transportation services, and

WHEREAS, the funds are to be used to purchase shop equipment items approved by the New York State Department of Transportation, and

WHEREAS, the grant funds will be received by the County (OB056304 43007) and are to be reimbursed to NYSARC, and the total reimbursement is not to exceed the amount approved in the Grant,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modifying the 2018 Budget for the Office for the Aging to receive funds from the New York State Department of Transportation Accelerated Transit Capital Program as follows:

INCREASE APPROPRIATIONS:

OBB56304 43007	Other Fees and Services	\$64,779
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INCREASE REVENUE:

OBB35945 56003	O SA Bus Ogds / Potsdam (STOA)	\$64,779
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Mr. Timmerman moved to adopt Resolution No. 265-2018, seconded by Mr. Denesha, and carried unanimously by a roll call vote with fifteen (15) yes votes.

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Finance Committee: 6-25-2018

RESOLUTION NO. 266-2018

**AUTHORIZING THE CHAIR TO SIGN AN AMENDED CONTRACT WITH
ST. LAWRENCE NYSARC FOR THE OPERATION OF THE PUBLIC
TRANSPORTATION SERVICE**

By Mr. Timmerman, Chair, Finance Committee

WHEREAS, St. Lawrence NYSARC has been the contracted operator of Public Transportation for St. Lawrence County since May 2013 in accordance with New York State Department of Transportation regulations and Federal Transit Authority regulations, and an amendment is needed to this contract to reflect updated public transit routes and operational costs, and

WHEREAS, this transportation service is widely utilized by County residents with an average monthly ridership of 4,150 one way trips, the public transit buses travel an average of 45,000 miles per month, and there are 17 Public Transit routes available, and

WHEREAS, NYSARC has estimated the actual cost of Public Transit to be \$809,724 and there is a need to request additional revenue from the Department of Transportation to cover this cost (OB056304 43007), the operation of the public transportation system does not have any County Cost,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign an amended contract with St. Lawrence NYSARC for the operation of the public transportation service, upon approval of the County Attorney.

Mr. Timmerman moved to adopt Resolution No. 266-2018, seconded by Mr. Denesha, and carried unanimously by a voice vote with fifteen (15) yes votes.

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Finance Committee: 6-25-2018

RESOLUTION NO. 267-2018

**AUTHORIZING THE CHAIR TO SIGN AN AMENDED CONTRACT WITH
VOLUNTEER TRANSPORTATION CENTER, INC. FOR FIRST MILE, LAST MILE
MOBILITY SERVICES TO PUBLIC TRANSPORTATION RIDERS IN
ST. LAWRENCE COUNTY**

By Mr. Timmerman, Chair, Finance Committee

WHEREAS, the Office for the Aging is currently operating a First Mile, Last Mile Mobility Service Program with funding from the Department of Transportation (DOT) Services in St. Lawrence County (OB056304 43007), and

WHEREAS, DOT has requested a Disability Compliance Plan be added to the contract, and Volunteer Transportation Center, Inc. is the operator of the First Mile, Last Mile Program, and has drafted said Disability Compliance Plan,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign an amended contract with Volunteer Transportation Center Inc. for First Mile, Last Mile Mobility Services to public transportation riders in St. Lawrence County, upon approval of the County Attorney.

Mr. Timmerman moved to adopt Resolution No. 267-2018, seconded by Mr. Hooper, and carried unanimously by a voice vote with fifteen (15) yes votes.

Finance Committee: 6-25-2018

RESOLUTION NO. 268-2018

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT
FOR THE COURTHOUSE PROJECT AND MODIFYING THE 2018 BUDGET**

By Mr. Timmerman, Chair, Finance Committee

WHEREAS, Resolution No. 199-2018 accepted funding from Senator Patricia A. Ritchie to assist in an update to the entrances and aesthetics of the historic St. Lawrence County Court House, and

WHEREAS, a multiyear project is underway to address the energy efficiency of the doors and windows in the Court House, and

WHEREAS, the project will focus on new doors and entrances to the historic section of the Building, and include replacement doors to the newer section of the Court House, and

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WHEREAS, a competitive bid process has taken place and determined that Northern Tier Contracting, Inc. from Gouverneur is the low bidder that meets all qualifications, and

WHEREAS, additional funding from capital reserve, in targeted contingency, is necessary to fully fund this project,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract for the Court House project, and

BE IT FURTHER RESOLVED that the Treasurer is authorized to modify the 2018 Budget for Governmental Services, as follows:

DECREASE APPROPRIATIONS:

B1019904 49700	B SPEC Contingency Account	\$160,000
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INCREASE APPROPRIATIONS:

T6199509 90600	T IFT GF Transfer to CP	\$160,000
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INCREASE APPROPRIATIONS:

GB619974 43007 2306	County Facilities Improvement	\$160,000
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INCREASE REVENUE:

T6650319 90100	T IFT CP Transfers from GF	\$160,000
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Mr. Timmerman moved to adopt Resolution No. 268-2018, seconded by Mr. Perkins, and carried unanimously by a roll call vote with fourteen (14) yes votes, and one (1) abstention (LaPierre).

Finance Committee: 6-25-2018

RESOLUTION NO. 269-2018

ADOPTING A BANK RECONCILIATION POLICY FOR ST. LAWRENCE COUNTY

By Mr. Timmerman, Chair, Finance Committee

WHEREAS, St. Lawrence County has been working diligently to address the reconciliation of accounts in the Treasurer's Office starting with the 2015 audit, and

WHEREAS, in concert with a local firm, work completed in 2017 provided for a system review and a reconciliation of all bank accounts in the County, and

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WHEREAS, the Board of Legislators has been supportive of these efforts by hiring the local firm and by creating a new position in the Treasurer's Office to support the accounting functions, and

WHEREAS, it is crucial to follow the efforts to reconcile these accounts with policy that supports maintaining excellence in these aspects of county government in St. Lawrence County, and

WHEREAS, St. Lawrence County is audited annually by Drescher and Malecki, LLP, and two findings noted that the County had not reconciled its bank accounts during the fiscal years 2015 and 2016, and

WHEREAS, the recommendation was for the County to develop a formal written bank reconciliation policy, which details the bank reconciliation process and ensures that reconciliations are prepared and reviewed in a timely manner,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes adopting the attached Bank Reconciliation Policy for St. Lawrence County, and

BE IT FURTHER RESOLVED that the St. Lawrence County Treasurer shall provide to the Board of Legislators, at the monthly meeting of the Finance Committee, a copy of the bank account reconciliation summary for the preceding month showing the dates the accounts were reconciled.

Mr. Timmerman moved to adopt Resolution No. 269-2018, seconded by Mr. Colbert, Mr. Lightfoot, and Mr. Hooper, and carried unanimously by a voice vote with fifteen (15) yes votes.



ST. LAWRENCE COUNTY
Policies & Procedures
Bank Reconciliation



Responsible Official: St. Lawrence County Treasurer

Effective Date: July 10, 2018

Policy Sections:

- I. Purpose and Scope
- II. Policy Statement
- III. Definitions

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I. PURPOSE AND SCOPE

It is the policy of St. Lawrence County that all incoming or outgoing funds to the County's bank accounts are recorded in the general ledger (MUNIS) on a timely basis. Frequent bank reconciliation is essential to prevent fraud and to ensure the County's funds are handled with fiscal and fiduciary responsibility.

Bank account reconciliation is a key component of good controls over cash and should be done in a timely manner. Reconciling the bank statement balance with the book balance (general ledger) is necessary to ensure that (1) all receipts and disbursements are recorded (an essential process in ensuring complete and accurate monthly financial statements); (2) checks are clearing the bank in a reasonable time; (3) reconciling items are appropriate and are being recorded; and (4) the reconciled cash balance agrees to the general ledger cash balance.

This policy applies to all bank accounts held by St. Lawrence County.

II. POLICY STATEMENT

Each bank account will be reconciled on a monthly basis and within 20 business days of the end of the month. Each department shall reconcile their off book accounts and provide copies of the reconciliations quarterly.

The Treasurer Office staff will work together with the departmental finance representatives to identify and resolve reconciling items on a timely basis. Any unmatched book/bank lines or other reconciling items should be corrected within 45 days of the reconciled month.

After bank account reconciliations are prepared, they will be reviewed and approved by the Treasurer or Deputy Treasurer. Their signatures will be placed on the bank account reconciliation summary will confirm that current procedures were followed and that the reconciliation accurately presents the status of the account at the bank as well as on the general ledger.

The original bank account reconciliation summary will be filed in a central file in the Treasurer's Office. Both hard copy and electronic files will be maintained in accordance with appropriate record retention guidelines and will be made available to the County Administrator upon request, and copies of the bank reconciliation summary, reviewed and approved by the Treasurer or Deputy Treasurer, shall be provided to the Board of Legislators at the monthly meeting of the Finance Committee.

III. DEFINITIONS

Bank Statement: A paper or electronic record of all financial activity for the prior month is provided by each bank.

General Ledger: The main accounting book of record for an entity which includes accounts for

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assets, liabilities, revenue, expense, gains and losses. The County's general ledger is MUNIS in which "actual" transactions are posted to the official book of record. The balance for each cash account is reflected a general ledger account.

Reconciling Item: Any activity on either the bank statement or the general ledger, but not recorded in the other. Examples include:

- Bank not Book – this is an unmatched bank line that represents a deposit/withdrawal that appears on bank statement, but not on general ledger
- Book not Bank – this is an unmatched book line that represents deposit/withdrawal on general ledger, but not on bank statement

Bank account reconciliation: Process of confirming that the bank statement is valid and accurate, that transactions are reflected properly in the general ledger account and that the ending balance on the general ledger account is accurate. Any differences should be identified, reconciling items investigated, and balances adjusted appropriately.

Bank account reconciliation summary: A one page summary for each bank account that shows the bank balance, book balance, timing differences and all reconciling items.

Finance Committee: 6-25-2018

RESOLUTION NO. 270-2018

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH
THREE+ONE ADVISORS TO PROVIDE LIQUIDITY ANALYSIS AND
DATA SERVICES TO ST. LAWRENCE COUNTY AND MODIFYING THE 2018
BUDGET FOR THE TREASURER'S OFFICE**

By Mr. Timmerman, Chair, Finance Committee

WHEREAS, three+one advisors is a public sector focused liquidity analysis and data firm that identifies all levels of cash within the County structure, and

WHEREAS, as an independent, sole source provider, three+one advisors is able to identify the time horizon of all funds and align the marketplace value of such cash, leading to higher levels of interest earnings with the financial providers of St. Lawrence County, and

WHEREAS, three+one advisors will include on-going analyses of all funds within the County, as well as quarterly cashVest reports which will outline the time horizon on all funds and the marketplace value of such funds, and

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WHEREAS, this information will be used in accordance with the County Investment Policy and the regulations established under the guidelines of the Comptroller of the State Of New York, and

WHEREAS, the cost of the three+one advisor services will be \$15,000 per year and can be terminated with a thirty (30) days' notice, and

WHEREAS, as a result of this initiative, the County can expect to experience an increase in annual revenue in excess of \$250,000 annually,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with three+one advisors to provide liquidity analysis and data services to St. Lawrence County, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2018 Budget for the Treasurer's Office as follows:

INCREASE REVENUE:

T2024015 55000	T LR Interest and Earnings	\$7,500
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INCREASE APPROPRIATIONS:

T2042504 43003	T Cont Exp, Acct & Financial	\$7,500
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Mr. Timmerman moved to adopt Resolution No. 270-2018, seconded by Mr. Hooper, and carried unanimously by a roll call vote with fifteen (15) yes votes.

Finance Committee: 6-25-2018

RESOLUTION NO. 271-2018

BANK DEPOSITORIES AND INVESTMENT OF COUNTY'S FUNDS

By Mr. Timmerman, Chair, Finance Committee

NOW, THEREFORE, BE IT RESOLVED that in accordance with County Law and General Municipal Law the following banks be and hereby are designated as depositories for County funds received by the County Treasurer with permitted maximum deposits at any one time listed below:

<u>Depository Name</u>	<u>Maximum</u>
Community Bank N.A.	\$30,000,000
Key Bank N.A.	\$50,000,000

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Upstate National Bank	\$ 2,000,000
NBT	\$ 2,000,000
Citizens National Bank of Hammond	\$ 2,000,000
Municipal Investors Service Corporation	\$ 2,000,000
First Empire Securities	\$ 2,000,000

BE IT FURTHER RESOLVED that the County Treasurer is authorized to deposit money in accordance with the St. Lawrence County Investment Policy, and this policy authorizes the Treasurer to deposit funds, not needed temporarily, in certificates of deposit, Money Market Accounts, United States Treasury Bills, repurchase agreements, and day-of-deposit to day-of-withdrawal savings account, at prevailing interest rates in any bank authorized for the deposit of County funds as per this resolution, and

BE IT FURTHER RESOLVED that the total deposits, excluding United States Treasury Bills, are not to exceed the amounts authorized by this resolution, and are to be secured as required by Article 10 of the General Municipal Law and as outlined by the County's Investment Policy.

Mr. Timmerman moved to adopt Resolution No. 271-2018, seconded by Mr. Colbert, and carried unanimously by a voice vote with fifteen (15) yes votes.



ST. LAWRENCE COUNTY
Policies & Procedures
INVESTMENT POLICY



I. SCOPE

This investment policy applies to all moneys and other financial resources available for investment by the County or on behalf of any other entity or individual.

II. OBJECTIVES

The primary objectives of the County's investment activities are, in priority order:

- * To conform with all applicable federal, state and other legal requirements;
- * To adequately safeguard principal;
- * To provide sufficient liquidity to meet all operating requirements;
- * To obtain a reasonable rate of return;
- * To make every effort to invest locally.

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III. DELEGATION OF AUTHORITY

The responsibility of the Board of Legislators for administration of the investment program is delegated to the County Treasurer, who shall maintain written procedures for the operation of the investment program consistent with these investment guidelines. Such procedures shall include an adequate internal control structure to provide a satisfactory level of accountability based on a database or records incorporating description and amount of investments, transaction dates, and other relevant information and regulate the activities of subordinate employees.

IV. PRUDENCE

All participants in the investment process shall seek to act responsibly as custodians of the public trust and shall avoid any transaction that might impair public confidence in the St. Lawrence County Board of Legislators to govern effectively.

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the safety of the principal as well as the probable income to be derived.

All participants involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

V. DIVERSIFICATION

It is the policy of the County to diversify its deposits and investments by financial institution, by investment instrument, and by maturity scheduling.

VI. INTERNAL CONTROLS

It is the policy of the County for all moneys collected by any officer or employee of the government to transfer those funds to the Treasurer within five (5) days of deposit, or within the time period specified in law, whichever is shorter.

The Treasurer is responsible for establishing and maintaining an internal control structure to provide reasonable assurance that deposits and investments are safeguarded against loss from unauthorized use or disposition, that transactions are executed in accordance with management's authorization and recorded properly, and are managed in compliance with applicable laws and regulations.

VII. DESIGNATION OF DEPOSITORIES

The Board of Legislators, at its annual organizational meeting each January, shall designate the banks authorized for the deposit of moneys and the maximum amount, which can be deposited at each bank.

VIII. COLLATERALIZING OF DEPOSITS

In accordance with the provisions of General Municipal Law, all deposits of St. Lawrence County, including certificates of deposit and special time deposits, in excess of the amount insured under the provisions of the Federal Deposit Insurance Act shall be secured:

1. By a pledge of eligible securities with an aggregate market value as provided by General Municipal Law, equal to aggregate amount of deposits.
2. By an eligible irrevocable letter of credit issued by a qualified bank other than the bank with the deposits in favor of the government for a term not to exceed ninety (90) days with an aggregate value equal to 140% of the aggregate amount of deposits and the agreed upon interest, if any. A qualified bank is one whose commercial paper and other unsecured short-term debt obligations are rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization or by a bank that is in compliance with applicable federal minimum risk-based capital requirements.
3. By an eligible surety bond payable to the government for an amount at least equal to 100% of the aggregate amount of deposits and the agreed upon interest, if any, executed by an insurance company authorized to do business in New York State, whose claims-paying ability is rated in the highest rating category by at least two nationally recognized statistical rating organizations.

IX. SAFEGUARDING AND COLLATERALIZATION

Eligible securities used for collateralizing deposits shall be held by the depository or a third party bank or trust company subject to security and custodial agreements.

The security agreement shall provide that eligible securities are being pledged to secure County deposits together with agreed upon interest, if any, and any costs or expenses arising out of the collection or such deposits upon default. It shall also provide the conditions under which the securities may be sold, presented for payment, substituted or released and the events, which will enable the County to exercise its rights against the pledged securities. In the event that the securities are not registered or inscribed in the name of the County, such securities shall be delivered in a form suitable for transfer or with an assignment to the County or its custodial bank.

The custodial agreement shall provide that securities held by the bank or trust company, or agent of and custodian for, the County, will be kept separate and apart from the general assets of the custodial bank or trust company and will not, in any circumstances, be commingled with or become part of the backing for any other deposit or other liabilities. The agreement should also describe that the custodian shall confirm the receipt, substitution or release of the securities. The agreement shall provide for the frequency of revaluation of eligible securities and for the substitution of securities when a change in the rating of a security may cause ineligibility. Such agreement shall include all provisions necessary to provide the County a perfected interest in the securities.

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X. PERMITTED INVESTMENTS

As authorized by General Municipal Law, the County Legislature authorizes the County Treasurer to invest moneys not required for immediate expenditure for terms not to exceed its projected cash flow needs in the following types of investments:

- * Special time deposit accounts
- * Certificates of deposits
- * Obligations of the United States of America
- * Obligations guaranteed by agencies of the United States
- * Obligations of the State of New York
- * Obligations issued by a municipality, school district or district corporation in New York State, other than the County
- * Obligations of public authorities, public housing authorities, urban renewal agencies and industrial development agencies where the general state statutes governing such entities or whose specific enabling legislation authorizes such investments
- * Through a Deposit Placement Program, certificates of deposit in one or more “banking institutions”, as defined in Banking Law Section 9-r

All investment obligations shall be payable or redeemable at the option of the County within such times as the proceeds will be needed to meet expenditures for purposes for which the monies were provided and, in the case of obligations purchased with the proceeds of bonds or notes, shall be payable or redeemable at the option of the County within two years of the date of purchase. When applying this requirement to repurchase agreements, the repurchase date and not the maturity of the underlying maturity, shall govern.

XI. AUTHORIZED FINANCIAL INSTITUTIONS AND DEALERS

The County shall maintain a list of financial institutions and dealers approved for investment purposes and establish appropriate limits to the amount of investments, which can be made with each financial institution or dealer. All financial institutions with which the local government conducts business must be credit worthy. Banks shall provide their most recent Consolidated Report of Condition (Call Report) at the request of the County. Security dealers not affiliated with a bank shall be required to be classified as reporting dealers affiliated with the New York Federal Reserve Bank, as primary dealers. The Treasurer is responsible for evaluating the financial position and maintaining a listing of proposed depositories, trading partners and custodians. Such listing shall be evaluated at least annually.

XII. PURCHASE OF INVESTMENTS

The Treasurer is authorized to contract for or place orders for the purchase of investments:

1. Directly, including through a repurchase agreement, from an authorized trading partner.

July 9, 2018

2. By participation in a cooperative investment program with another authorized governmental entity pursuant to Article 5G of the General Municipal Law where such program meets all the requirements set forth in the Office of the State Comptroller Opinion No. 88-46, and the specific program has been authorized by the governing board.
3. By utilizing an ongoing investment program with an authorized trading partner pursuant to a contract authorized by the governing board.
4. By utilizing an ongoing investment program with an authorized investment adviser provided that all investments are directed by authorized personnel of the County, all trading partners are authorized by the designated Bank and the investment advisory agreement is approved by the Treasurer.

All purchased obligations, unless registered or inscribed in the name of the County, shall be purchased through, delivered to and held in the custody of a bank or trust company. Such obligations shall be purchased, sold or presented for redemption or payment by such bank or trust company only in accordance with prior written authorization from the officer authorized to make the investment. All such transactions shall be confirmed in writing to the Treasurer by the bank or trust company. Any obligation held in custody of a bank or trust company shall be held pursuant to a written custodial agreement as described in General Municipal Law.

The custodial agreement shall provide that securities held by the bank or trust company, as agent of and custodian for, the County, will be kept separate and apart from the general assets of the custodial bank or trust company and will not, in any circumstances, be commingled with or become part of the backing for any other deposit or other liabilities. The agreement shall describe how the custodian shall confirm the receipt and release of the securities. Such agreement shall include all provisions necessary to provide the County a perfected interest in the securities.

XIII. REPURCHASE AGREEMENTS

Repurchase agreements are authorized subject to the following restrictions:

- * All repurchase agreements must be entered into subject to a Master Repurchase Agreement.
- * Trading partners are limited to banks or trust companies authorized to do business in New York State and primary reporting dealers.
- * Obligations shall be limited to obligations of the United States or guaranteed by agencies of the United States.
- * No substitution of securities will be allowed unless the substitute securities are delivered to an independent custodian for the account of the County before the previously purchased securities are released.
- * The custodian shall be a party other than the trading partner.

July 9, 2018

Finance Committee: 6-25-2018

RESOLUTION NO. 272-2018

**AUTHORIZATION TO ABOLISH A SENIOR ACCOUNT CLERK POSITION
AND CREATE AND FILL A PRINCIPAL ACCOUNT CLERK
POSITION IN THE TREASURER'S OFFICE**

By Mr. Timmerman, Chair, Finance Committee

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, with the implementation of the financial software system in 2013, there are changes in accounting and payroll, and processing the duties and roles of the Treasurer's Office have changed, and

WHEREAS, based on a review of the needs of the Treasurer's Office and necessary responsibilities, the creation of a Principal Account Clerk is warranted and would result in a more efficient operation of the Department,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes abolishing a Senior Account Clerk and creating and filling a Principal Account Clerk Position in the Treasurer's Office as follows:

ABOLISH:

T1013251 14000	Senior Account Clerk Grade 19, Step 10	\$43,638
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CREATE:

T1013251 14000	Principal Account Clerk Grade 21, Base	\$39,030
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BE IT FURTHER RESOLVED that the Treasurer is authorized to immediately fill Position No. 100300008, Principal Account Clerk, in the Treasurer's Office.

July 9, 2018

Mr. Timmerman moved to adopt Resolution No. 272-2018, seconded by Mr. Denesha, and carried unanimously by a voice vote with fifteen (15) yes votes.

Finance Committee: 6-25-2018

RESOLUTION NO. 273-2018

**ESTABLISHING THE WORKFORCE INNOVATION AND
OPPORTUNITY ACT BUDGET FOR 2018-2019**

By Mr. Timmerman, 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 has been provided with funding levels by New York State for WIOA formula funds and TANF funds, and

WHEREAS, total funds anticipated for Program Year 2018 (July 1, 2018 to June 30, 2019) are \$1,399,841,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to establish the budgets totaling \$1,399,841 for the St. Lawrence County effective July 1, 2018 and any funds remaining at the end of the program year will be rolled over to future years until fully expended:

	<u>2017</u>	<u>2018</u>
Admin	\$93,283	\$99,112
Title I Adult	282,713	325,792
Youth	343,573	371,721
Dislocated Workers	213,262	194,491
TAA Rapid Response Training	49,000	49,000
TANF	<u>342,354</u>	<u>359,725</u>
Total Appropriation	\$1,324,185	\$1,399,841
Total Revenue	\$1,324,185	\$1,399,841

Mr. Timmerman moved to adopt Resolution No. 273-2018, seconded by Mr. Forsythe, and carried unanimously by a voice vote with fifteen (15) yes votes.

July 9, 2018

Finance Committee: 6-25-2018

RESOLUTION NO. 274-218

AUTHORIZATION TO ABOLISH A SENIOR EMPLOYMENT AND TRAINING COUNSELOR POSITION AND CREATE AND FILL A SENIOR EMPLOYMENT COORDINATOR POSITION IN THE ONE STOP CAREER CENTER

By Mr. Timmerman, Chair, Finance Committee

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, upon review by Human Resources, it was determined that Position No. 701500002, Senior Employment and Training Counselor, should be abolished and a Senior Employment Coordinator Position be created and filled, and

WHEREAS, this position will be responsible for job duties as a Senior Employment Counselor and the a One Stop Network Operator, and

WHEREAS, it is required by the Workforce Innovation and Opportunity Act of 2014 to have an entity oversee the service delivery and coordination of the required One Stop partners and service providers across the American Job Center Network in St. Lawrence County and to provide employment and training services to WIOA eligible residents of St. Lawrence County,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the County Administrator to abolish Position No. 701500002, Senior Employment and Training Counselor, and create and fill a Senior Employment Coordinator Position in the One Stop Career Center, as follows:

ABOLISH:

UA762911 11000	One (1) Senior Employment Counselor Grade 26, Step 10	\$57,473
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CREATE:

UA862911 12000	One (1) Senior Employment Coordinator	\$17,299
UC862911 12000	Grade 28, Base	17,808
UE862911 12000		10,176

July 9, 2018

UY862911 12000

5,597
\$50,880

BE IT FURTHER RESOLVED that the County Administrator is authorized to immediately fill Position No. 701000012, Senior Employment Coordinator, in the One Stop Career Center.

Mr. Timmerman moved to adopt Resolution No. 274-2018, seconded by Mr. Colbert, and carried unanimously by a voice vote with fifteen (15) yes votes.

Finance Committee: 6-25-2018

RESOLUTION NO. 275-2018

AUTHORIZATION TO ABOLISH A SECRETARY I POSITION AND CREATE AND FILL A KEYBOARD SPECIALIST POSITION IN THE ONE STOP CAREER CENTER

By Mr. Timmerman, Chair, Finance Committee

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, upon review, it was determined that Position No. 005100008, Secretary I, should be abolished and a Keyboard Specialist Position be created and filled, and

WHEREAS, this position will be responsible for reception, and will have the initial contact with the public, and will also be answering phones, giving routine information, preparing participant files, and scheduling meetings and appointments, and

WHEREAS, it is essential to provide quality customer service and ensure that the public is being served in a timely and efficient manner,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the County Administrator to abolish Position No. 005100008, Secretary I, and create and fill a Keyboard Specialist position in the One Stop Career Center, as follows:

July 9, 2018

ABOLISH

UA762911 14000	One (1) Secretary	\$45,295
UC762911 14000	Grade 20, Step 10	
UE762911 14000		

CREATE:

UA862911 14000	One (1) Keyboard Specialist	\$11,462
UE862911 14000	Grade 15, Base	6,368
UC862911 14000		12,099
UY862911 14000		<u>1,910</u>
		\$31,839

BE IT FURTHER RESOLVED that the County Administrator is authorized to immediately fill Position No. 003100094, Keyboard Specialist, in the One Stop Career Center.

Mr. Timmerman moved to adopt Resolution No. 275-2018, seconded by Mr. Hooper and Mr. Colbert, and carried unanimously by a voice vote with fifteen (15) yes votes.

Finance Committee: 6-25-2018

RESOLUTION NO. 276-2018

**PROCLAIMING JULY 8 – 14, 2018, AS
“INVASIVE SPECIES AWARENESS WEEK” IN ST. LAWRENCE COUNTY**

By Mr. Timmerman, Chair, Finance Committee
Co-Sponsored by Mr. Denesha, District 6

WHEREAS, invasive species are non-native species that can cause harm to the environment, the economy, or to human health, and

WHEREAS, in 2016 New York State was found to have a greater number of invasive species than any other state in the country, and

WHEREAS, New York State has begun to address an increased awareness among the public about the issues and problems associated with invasive species, and

WHEREAS, in St. Lawrence County efforts have also begun to warn and engage people about risks posed by invasive species that are affecting our County, including but not limited to Blacklegged (Deer) Ticks; Emerald Ash Borer; Eurasian Watermilfoil; Swallow-wort; and Wild Parsnip; and

July 9, 2018

WHEREAS, since 2014 New York State has observed “Invasive Species Awareness Week” as an opportunity to call for greater public attention to problems associated with invasive species , and

WHEREAS, in 2018 New York State has declared the week of July 8 – 14 to be the fifth annual “Invasive Species Awareness Week”,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators proclaims the week of July 8 – 14 to be “Invasive Species Awareness Week” in St. Lawrence County, and

BE IT FURTHER RESOLVED that the Board of Legislators encourages all persons throughout the County to participate in programs and activities, during this “Invasive Species Awareness Week” and throughout the year, that promote prevention strategies to limit the spread of invasive species; develop management strategies to address the negative impacts of these species on our environment, our health and our economy; and that improve general awareness about the interactions between people and the environment.

Mr. Timmerman moved to adopt Resolution No. 276-2018, seconded by Mr. Denesha, and carried unanimously by a voice vote with fifteen (15) yes votes.

Finance Committee: 6-25-2018

RESOLUTION NO. 277-2018

**MODIFYING THE 2018 BUDGET FOR THE COUNCIL 82S, LOCAL 2390
CONTRACT SETTLEMENT**

By Mr. Timmerman, Chair, Finance Committee

WHEREAS, Resolution No. 162-2018 authorized the Chair to sign a contract with Counsel 82S, Local 2390, to settle a four year collective bargaining agreement for 2018-2021, and

WHEREAS, the previous agreement expired at the end of 2017 and therefore funds were not appropriated in the 2018 Sheriff’s Office Budget to provide for the terms of the new agreement, and

WHEREAS, in years that occur without collective bargaining agreements in place January 1st, funding is set aside in targeted contingency to support the financial obligations of the contract,

WHEREAS, in the last few years, efforts have been made to transfer appropriations to the budget lines that will be impacted by the settlement of collective bargaining agreements,

July 9, 2018

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2018 Budget for the Sheriff's Office for the Council 82S, Local 2390 contract settlement:

DECREASE APPROPRIATIONS:

B1019904 49700	B SPEC Contingency Account	\$23,000
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INCREASE APPROPRIATIONS:

S4031501 12000	S Jail Supervisory/Admiration	\$15,780
S4031501 18000	S Jail Overtime	1,768
S4031501 19500	S Jail Contractual Miscellaneous	3,000
S4031501 19501	S Jail Longevity	<u>2,452</u>
		\$23,000

Mr. Timmerman moved to adopt Resolution No. 277-2018, seconded by Mr. Lightfoot, Mr. Hooper, and Mr. Forsythe, and carried unanimously by a roll call vote with fifteen (15) yes votes.

Finance Committee: 6-25-2018

RESOLUTION NO. 278-2018

AUTHORIZING THE CHAIR TO SIGN DOCUMENTS NECESSARY TO ACCEPT GRANT FUNDING FOR BUILDING RENOVATIONS AND ENERGY EFFICIENT IMPROVEMENTS FOR THE GATEWAY MUSEUM OF MORRISTOWN AND MODIFYING THE 2018 BUDGET FOR THE COUNTY ADMINISTRATOR'S OFFICE

By Mr. Timmerman, Chair, Finance Committee

WHEREAS, The Gateway Museum of Morristown provides a full summer of concerts, lectures, classes and displays for the residents of Morristown, tourists and surrounding communities, and

WHEREAS, the building that houses the Gateway Museum was built in 1910, by the Comstock family as a community center for the employees at their factory, Dr. Morse's Indian Root Pills, and

WHEREAS, Senator Patricia A. Ritchie and the New York State Legislature have made grant funds available for building renovations and energy efficient improvements for the Gateway Museum of Morristown located in Senate District 48 in St. Lawrence County, and

WHEREAS, a grant in the amount of \$50,000 in funding was secured and will be distributed for the purposes of renovations and energy efficient improvements to the building that houses the Gateway Museum,

July 9, 2018

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign documents necessary to accept grant funding for building renovations and energy efficient improvements for the Gateway Museum of Morristown, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the Treasurer is authorized to modify the 2018 Budget for the County Administrator's Office as follows:

INCREASE APPROPRIATIONS:

B1Z74504 43007	B Museum-Art Gallery, Contractual	\$50,000
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INCREASE REVENUE:

B1Z38455 56000	B SA Museum	\$50,000
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Mr. Timmerman moved to adopt Resolution No. 278-2018, seconded by Mr. Lightfoot, and carried unanimously by a roll call vote with fifteen (15) yes votes.

Finance Committee: 6-25-2018

RESOLUTION NO. 279-2018

AUTHORIZING THE CHAIR TO SIGN DOCUMENTS NECESSARY TO ACCEPT GRANT FUNDING FOR CAPITAL IMPROVEMENTS AND ENERGY EFFICIENT IMPROVEMENTS FOR THE ST. LAWRENCE COUNTY HISTORICAL ASSOCIATION MUSEUM AND MODIFYING THE 2018 BUDGET FOR THE COUNTY ADMINISTRATOR'S OFFICE

By Mr. Timmerman, Chair, Finance Committee

WHEREAS, The St. Lawrence County Historical Association is a not-for-profit membership organization and museum which serves as an educational resource for the use and benefit of the citizens of St Lawrence County and others interested in the County's history and traditions, and

WHEREAS, Senator Patricia A. Ritchie and the New York State Legislature have made grant funds available for capital improvements and energy efficient improvements for the SLCHA Museum located in Senate District 48 in St. Lawrence County, and

WHEREAS, a grant in the amount of \$50,000 in funding was secured and will be distributed for the purposes of capital improvements and energy efficient improvements to the building that houses the SLCHA Museum,

July 9, 2018

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign documents necessary to accept grant funding for capital improvements and energy efficient improvements for the SLCHA Museum, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the Treasurer is authorized to modify the 2018 Budget for the County Administrator's Office as follows:

INCREASE APPROPRIATIONS:

B1Z74504 43007	B Museum-Art Gallery, Contractual	\$50,000
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INCREASE REVENUE:

B1Z38455 56000	B SA Museum	\$50,000
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Mr. Timmerman moved to adopt Resolution No. 279-2018, seconded by Mr. Denesha, and carried unanimously by a roll call vote with fifteen (15) yes votes.

COUNTY ADMINISTRATOR'S REPORT:

Ms. Doyle said she had one transfer of funds to report: \$30.68 was transferred in the Probation Department for microfilming.

The first Walk with the Doc was a success with one Board of Health member, three physicians, one physician's assistant, and approximately 30 participants attending. The next walk will be on July 8th in Waddington.

The senior picnic will be on July 13th from 9 a.m. to 3 p.m. at the Gouverneur Community Center.

Entry for the 2019 Budget began today.

Senator Schumer visited the Eisenhower Locks on July 3rd.

Ms. Doyle said she met with the City of Ogdensburg on June 28th for the entrance meeting for the restructuring board.

Negotiations with continue tomorrow with the Deputies and Deputy Supervisors at 9 a.m.

The Vacancy Review Committee will meet tomorrow at 3:30 p.m.

The July Finance Committee meeting has been moved to July 30th and will be held at the St. Lawrence County Fairgrounds.

July 9, 2018

The DEC will be hosting an event on July 20th at the Clifton Fine School with regards to the cleanup of the J&L Site.

Work is continuing on Raise the Age.

Ms. Doyle is requesting that the Chair call a Special Board Meeting on July 16th to consider some environmentally contaminated properties.

COMMITTEE REPORTS: Mr. Paquin reported on the Soil & Water Committee Meeting.

OLD/NEW BUSINESS:

Mr. Acres said he has been married for thirty-five years today.

Mr. Colbert moved to go into Executive Session at 6:37 p.m. to discuss litigation, negotiations, personnel and appointments, seconded by Mr. Forsythe and Mr. Hooper, and carried unanimously by a voice vote with fifteen (15) yes votes.

EXECUTIVE SESSION

Mr. Forsythe moved to go to Open Session at 7:20 p.m., seconded by Mr. Timmerman, and carried unanimously by a voice vote with fifteen (15) yes votes.

Mr. Timmerman moved to reappoint the following individuals to the **St. Lawrence County Workforce Development Board**, seconded by Mr. Leader, Mr. Forsythe, Mr. Colbert, and Mr. Hooper, and carried unanimously by a voice vote with fifteen (15) yes votes.

Lynn Blevins, 122 Delaney Road, Ogdensburg NY 13669 (Term to expire: 8/31/2021)
Eric Tessmer, 636 Battlehill Road, Gouverneur NY 13642 (Term to expire: 7/6/2021)
Leo J. Villeneuve, 391 Arbuckle Pond Road, Colton NY 13625 (Term to expire: 7/6/2021)

CHAIR'S APPOINTMENTS: There were no Chair's appointments.

ADJOURNMENT: Chair Acres adjourned the July Full Board Meeting at 7:23 p.m., as there was no further business.