

**Members Attending:** Mr. Denesha, Mr. Acres, Ms. Arquiatt, Mr. Arquiatt, Mr. Burke, Ms. Curran, Mr. Fay, Mr. Forsythe, Mr. Haggard, Mr. Leader, Mr. Lightfoot, Mr. Perkins, Mr. Reagen, Mr. Sheridan, and Ms. Terminelli

**Others Attending:** Ruth Doyle, Dylan Soper, Kelly Pearson, Renee Cole, Steve Button, Jonnie Dorothy, Jonathan Mitchell, Sandy Santamoor, Kevin Wells, Jason Pfothenauer, Tim LePage, Gary Pasqua, Dana Maguire, Andrea Montgomery, Chris Rediehs, Jay Ulrich, Keith Zimmerman, Barb Lashua, James McGahan, Adam Simmons, and Media Representative, Sue Mende.

**1. CALL TO ORDER AND APPROVAL OF AGENDA** – Chair Denesha called the meeting to order at 5:30 p.m. Mr. Acres moved to amend the agenda to hold an executive session as Item 3A to discuss a personnel matter, seconded by Mr. Perkins, and carried unanimously by a voice vote with fifteen (15) yes votes. Mr. Acres moved to approve the amended agenda, seconded by Ms. Terminelli and carried unanimously by a voice vote with fifteen (15) yes votes.

**2. APPROVAL OF MINUTES** – Mr. Arquiatt moved to approve the August 12<sup>th</sup> meeting minutes, seconded by Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

**3. BURNHAM BENEFIT ADVISORS US-RxCARE PRESENTATION** – Mark Crawford, Partner

Ms. Terminelli moved to go to Executive Session at 5:56 p.m. to discuss Personnel, seconded by Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

### **3A. EXECUTIVE SESSION**

A straw poll was taken during Executive Session regarding a personnel matter.

Mr. Forsythe moved to go to Open Session at 6:08 p.m., seconded by Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

### **4. EMERGENCY SERVICES – JON MITCHELL**

A. Modifying the 2019 Budget for the Office of Emergency Services for the FY17 State Homeland Security Program Grant (Res) – Mr. Forsythe moved to forward this resolution to Full Board, seconded by Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

B. Modifying the 2019 Budget for the Office of Emergency Services for the FY18 PSAP Grant (Res) – Mr. Lightfoot moved to forward this resolution to Full Board, seconded by Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

C. Project Update (Discussion) – Jon Mitchell

## **5. COUNTY CLERK – SANDY SANTAMOOR**

A. Modifying the 2019 Budget for County Clerk’s Office for Overtime Expenses for the Department of Motor Vehicles (Res) – Mr. Forsythe moved to forward this resolution to Full Board, seconded by Mr. Lightfoot, and carried unanimously by a voice vote with fifteen (15) yes votes.

## **6. SHERIFF – KEVIN WELLS**

A. Proclaiming September 22 - 28, 2019 as Sheriffs’ Week in St. Lawrence County (Res) – Mr. Acres moved to forward this resolution to Full Board, seconded by Ms. Arquiatt, and carried unanimously by a voice vote with fifteen (15) yes votes.

B. Modifying the 2019 Budget for the Sheriff’s Office to accept a 2018 Domestic Violence Training Law Enforcement Grant from the NYS Division of Criminal Justice Services (Res) – Mr. Burke moved to forward this resolution to Full Board, seconded by Ms. Curran, and carried unanimously by a voice vote with fifteen (15) yes votes.

C. Amending Resolution No. 23-2017, “Authorizing the Chair to Sign a FY16 Operation Stonegarden Program (OPSG) Grant from New York State Division of Homeland Security” and Modifying the 2019 Budget of the Sheriff’s Office for Stone Garden Grant Overtime (Res) – Ms. Curran moved to forward this resolution to Full Board, seconded by Mr. Perkins, and carried unanimously by a voice vote with fifteen (15) yes votes.

D. Modifying the 2019 Budget of the Sheriff’s Office for the Purchase of Replacement Furniture for the Sheriff’s Office (Res) – Ms. Curran moved to forward this resolution to Full Board, seconded by Mr. Burke, and carried unanimously by a voice vote with fifteen (15) yes votes.

E. Modifying the 2019 Budget of the Sheriff’s Office for Upgrades to the Security System at the St. Lawrence County Correctional Facility (Res) – Mr. Forsythe moved to forward this resolution to Full Board, seconded by Mr. Sheridan, and carried unanimously by a voice vote with fifteen (15) yes votes.

F. Authorizing the Creation of a Work Release Program at the St. Lawrence County Correctional Facility (Res) (Info) – Mr. Forsythe moved to forward this resolution to Full Board, seconded by Ms. Terminelli, and carried unanimously by a voice vote with fifteen (15) yes votes.

Ms. Curran left the meeting at 6:26 p.m.

## **7. PLANNING – JASON PFOTENHAUER**

A. Authorizing the Chair to Sign a Contract with The Arc of Jefferson and St. Lawrence to Submit an Application to the Department of Transportation for the Creation of a New Public Bus Route in Massena and Akwesasne (Res) (Info) – Ms. Terminelli moved to forward this resolution to Full Board, seconded by Mr. Perkins, and carried by a voice vote with fourteen (14) yes votes, and one (1) absent (Curran).

**8. PROBATION – TIM LEPAGE**

A. Authorizing the Chair to Sign a Contract with Casella Waste Services for Refuse Services at Massena Harrowgate Commons Building for the District Offices of Probation, Department of Motor Vehicles and Community Services (Res) – Mr. Perkins moved to forward this resolution to Full Board, seconded by Mr. Fay, and carried by a voice vote with fourteen (14) yes votes, and one (1) absent (Curran).

**9. DISTRICT ATTORNEY – GARY PASQUA**

A. Authorizing the Chair to Sign a Contract with New York Prosecutor’s Training Institute and Digital Evidence Management System for Licenses, Maintenance, Technical Support, Improvements, Enhancements, Storage, and Terms of Use for PCMS/DEMS Program (Res) – Mr. Forsythe moved to forward this resolution to Full Board, seconded by Mr. Burke, and carried by a voice vote with thirteen (13) yes votes, one (1) abstention (Haggard), and one (1) absent (Curran).

**10. HUMAN RESOURCES – JONNIE DOROTHY**

- A. Sexual Harassment Awareness Training (Info) – Jonnie Dorothy
- B. Modifying the 2019 Budget for Human Resources for Advertising Expenses (Res) – Mr. Perkins moved to forward this resolution to Full Board, seconded by Ms. Terminelli, and carried by a voice vote with fourteen (14) yes votes, and one (1) absent (Curran).

**11. VACANCY REVIEW COMMITTEE**

- A. SHERIFF:
  - a) Fill Deputy/Criminal Division (Position No. 6055000xx)

**12. COMMITTEE REPORTS**

- A. Agriculture & Farmland Protection Board – no report
- B. Alternatives to Incarceration Board – no report

Mr. Acres left the room at 7:03 p.m.

- C. Board of Trustees for Supreme Court Library – no report
- D. Emergency Medical Services Advisory Board – no report
- E. Environmental Management Council – no report
- F. Fire Advisory Board – no report
- G. Intercounty Legislative Committee – Ms. Arquiett
- H. Jury Board – no report
- I. Planning Board – Mr. Fay

Mr. Acres returned to the room at 7:05 p.m.

**13. OLD/NEW BUSINESS – There was no old or new business.**

**14. EXECUTIVE SESSION** – Executive Session will be held in conjunction with the following Services Committee.

**15. ADJOURNMENT** – Chair Denesha adjourned the September Operation Committee meeting at 7:06 p.m., as there was no further business.