

BOARD OF LEGISLATORS
48 Court Street, Court House
Canton, New York 13617-1169
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RUTH A. DOYLE
County Administrator

Chair, Board of Legislators

TO: St. Lawrence County Legislators and Other Interested People
FROM: Kelly S. Bigwarfe, Deputy Clerk
DATE: December 31, 2022
SUBJECT: **BOARD MEETING AGENDA**

Attached is a copy of the agenda for the Board Meeting of the St. Lawrence County Board of Legislators on **Tuesday, January 3, 2023**, in the Legislative Board Room.

When any reference is made to any contracts not set forth in the agenda, the original documents are available for inspection by any and all persons and are filed in the Clerk of the Board of Legislators' Office.

Order of Business:

Deputy Clerk Call the Meeting to Order
Nominations for Temporary Chair & Temporary Chair Comes to the Dais
Roll Call
Prayer and the Pledge of Allegiance
Nomination for Chair & Comments by the Chair
Nominations for Vice Chair
Approval of Agenda
Approval of Minutes
Communications
Citizen Participation
Presentation of Resolutions
County Administrator's Report
Old/New Business
Committee Reports
Executive Session
Appointments
Chair's Appointments
Adjournment

If you have a disability and need accommodations, please call the Board of Legislators Office at (315) 379-2276 at least 48 hours before the scheduled meeting to advise what accommodations will be necessary.

January 3, 2023

Finance Committee: 12-19-2022

RESOLUTION NO. _____

ADOPTION OF THE RULES OF PROCEDURE

By Mr. Acres, Chair, Finance Committee

WHEREAS, each Board must establish its RULES OF PROCEDURE at the Organizational Meeting,

NOW, THEREFORE, BE IT RESOLVED that the enclosed St. Lawrence County Board of Legislators RULES OF PROCEDURE as provided in the Organizational Meeting packet and dated January 3, 2023, are hereby adopted, and

BE IT FURTHER RESOLVED that the Board meeting dates in the attached calendar be set with a start time of 6:00 p.m., and

BE IT FURTHER RESOLVED that Committee meeting dates be tentatively set as in the attached calendar and be set with a start time of 5:30 p.m., and a copy of the schedule will be available in the Board of Legislators' Office.

January 3, 2023

St. Lawrence County

BOARD OF LEGISLATORS

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RULES OF PROCEDURE

Adopted January 3, 2023

Resolution No. _____

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Note: Page numbers will be entered to match the proceedings.

January 3, 2023

ARTICLE I
Quorum

A majority of the duly constituted membership of the Board of Legislators shall constitute a quorum.

ARTICLE II
Meetings

- A. The Organizational Meeting shall be called pursuant to Section 151 of the County Law. At such Organizational Meeting, the Board will elect a Temporary Chair, Chair, and a Vice Chair.
- B. The Regular Meetings of the Board of Legislators shall be held as identified in Attachment A, or by resolution during a regular meeting or special meeting, the Legislature may determine a date and time for the next meeting.
- C. Special Meetings shall be held at the call of the Clerk upon direction of the Chair or upon written request signed by a majority of the members of the Legislature.
1. Call to Order
 2. Suspension of the Rules, if necessary
 3. Roll Call
 4. Approval of Agenda
 5. Presentation of Resolutions
 6. Chair's Appointments
 7. Adjournment
- D. **Pursuant to Chapter 1 of the Laws of 2022 for the State of New York and adopted by Local Law No. 3 for the Year 2022 in Resolution No. 360-2022, Legislators are permitted to attend and participate in Board Meetings where such attendance and participation is occasioned by "extraordinary circumstances" pursuant to the requirements reference above in State and Local Law.**

ARTICLE III
Order of Business

The Order of Business at each session, except as may be set apart for the consideration of matters for which a Special Meeting has been called, shall be as follows:

1. Call to Order
2. Suspension of the Rules, if necessary
3. Roll Call
4. Prayer
5. Pledge of Allegiance
6. Approval of Agenda
7. Approval of Previous Meeting Minutes
8. Reading of Communications
9. Citizen Participation
10. Presentation of Resolutions

11. County Administrator's Report
12. Old/New Business
13. Committee Reports
14. Executive Session
15. Appointments
16. Chair's Appointments
17. Adjournment

ARTICLE IV
Members

- A. All members of the County Board of Legislators shall attend all regular and specially scheduled meetings of the Board of Legislators, all duly called meetings of any special or standing committees of which any of the said Legislators are members, unless they are absent by reason of sickness, or excused by the Chair of the appropriate body.
- B. No member shall speak or debate until he/she has received recognition from the Chair.
- C. No member shall speak a second time to a question, as long as any member desires to speak who has not spoken to the question.

ARTICLE V
Non-members

Citizens may participate before the Board of Legislators in one of the following ways:

- A. During Citizen Participation period, upon recognition by the Chair. The Speaker will state his/her name and is limited to five minutes, or the timeframe to be announced. The total Citizen Participation time period shall not exceed thirty [30] minutes, unless extended at the discretion of the Chair.
- B. During limitations of gathering and/or attendance, Citizen Participation by submitting a text, video, or audio submission to publiccomment@stlawco.org at least forty-eight (48) hours before the start of the meeting. Participation is subject to community standards and file compatibility.
- C. During the "Presentation of Resolutions" by being granted the floor by the Chair upon request of a Legislator. The citizen may speak on the current agenda item only.

ARTICLE VI
Resolutions

- A. The term "resolution" as herein used, shall mean a formal proposed action in writing, by one or more of the Legislators, and/or a Committee of the Legislature. Upon introduction, the resolution shall be read by the Clerk upon request. The motion for adoption shall be properly seconded immediately, preceding any debate on the main question.

- B. A member sponsoring a resolution shall file with the Clerk of the Legislature a copy of said resolution one week prior to the Regular Meeting, at which it is to be introduced. Copies of the resolution and the entire agenda, shall be sent to each Legislator to arrive no later than three days preceding the Regular Meeting.
- C. Any resolution approved by a committee and forwarded to the Board for consideration may only be withdrawn upon the approval of the Board.
- D. Individual Legislators who wish to have their names added, as co-sponsors, to resolutions approved by a Committee may do so at the Committee Meeting by notifying the Deputy Clerk of the Board.

ARTICLE VII
Committees

- A. The Chair and Vice-Chair of the Board of Legislators shall be ex-officio members of all standing and special committees with all the rights & privileges thereof. Except that if both the Chair of the Board and Vice-Chair of the Board are present at a committee meeting, ONLY the Chair will have voting privilege unless the Vice-Chair is a designated member of the Standing Committee, then both would have voting privilege.
- B. The Chair of the Board shall appoint the members and designate the Chair of all standing committees within ten (10) days following his/her election. The Chair of the Board shall also appoint the members and designate the Chair of all special committees or subsequently created standing committees within ten (10) days following creation thereof.
- C. Any vacancy occurring on any standing or special committee shall be filled by the Chair of the Board within thirty (30) days after such vacancy occurs. In the event that such vacancy occurs in the position of Committee Chair, the Board Chair shall designate a new Committee Chair.
- D. All committee appointments serve until new appointments are made by the Chair.
- E. No member shall be Chair of more than one standing committee.
- F. Each Standing or Special Committee shall perform the duties, so designated by the rules of the Board of Legislators, or as assigned by the Chair of the Board.
- G. The Chair of each Standing or Special Committee shall be the presiding officer and shall cause the members thereof to be notified in advance of each meeting. The Committee Chair shall call all necessary meetings. Upon his/her refusal or neglect to call any meetings, the Clerk of the Board, upon written request signed by the Chair of the Board or by a majority of the Committee, shall call such meeting.
- H. A quorum for all committees shall be a majority of the membership of the Committee. Once a quorum has been established, a majority of the Committee members present is sufficient to approve or disapprove a proposed action.

- I. There shall be the following Standing Committees and their duties shall be those required by law, as directed by the Chair of the Board, or as so designated herein:

OPERATIONS COMMITTEE: Issues within the jurisdiction of this committee would be those arising out of the following departments: Board of Elections, Conflict Defender, County Clerk, District Attorney, Emergency Services, Human Resources, Information Technology, Planning, Probation, Public Defender, and Sheriff, the expenditure of money not already appropriated and the transfer of funds.

SERVICES COMMITTEE: Issues within the jurisdiction of this committee would be those arising out of the following departments: Community Services, Office for the Aging, Public Health, Social Services, Veterans Services, Weights and Measures, and Youth Bureau, and the expenditure of money not already appropriated and the transfer of funds.

FINANCE COMMITTEE: Within the jurisdiction of this committee would be issues which would incur the expenditure of money not already appropriated; the issuance of bonds and payments thereon and the transfer of funds. Issues arising from the Board of Legislators, County Attorney, County Treasurer, Real Property, Highway, and Solid Waste shall be under the jurisdiction of this committee, as well as issues involving any outside agencies that are not currently funded within other departmental budgets, such as the Partner Agencies: Cornell Cooperative Extension, Chamber of Commerce, Soil and Water Conservation District, Forestry, Industrial Development Agency, Trails, and the Historical Association.

Special Committees may be created as needed. Any resolution or action by the Chair establishing a Special Committee shall specify powers, duties, and duration. Special Committees shall include the Labor-Management Committee. Each special committee shall report to the appropriate standing committee or full Board as directed by the Chair. These reports shall be at least quarterly, and more often if needed. When the Committee has completed its work, a final written report shall be made.

- J. The Deputy Clerk of the Board shall arrange for the taking of minutes at all committee meetings and be responsible for their safekeeping. The minutes of each committee shall be kept in a separate minute file provided by the Clerk of the Board of Legislators. The minutes shall contain the time and place and persons present at the meeting; a record of all committee votes and other actions. Written statements by members or non-members may be submitted and shall become a part of the record of the committee. Written summaries may be required by the Committee Chair. The minute book shall be filed in the Office of the Clerk of the Board of Legislators and open to the public. Written Committee minutes and agendas will be posted to a digital repository for the Legislators and be available on the St. Lawrence County website for the public.

K. Committee Procedures

1. Committees shall meet in accordance with the 2023 Meetings Schedule. Regular Committee Meetings shall begin at 5:30 p.m. When the Chair of a Committee calls special meetings, it shall be the intent of this Board that public announcement thereof will be done as soon as possible.

2. County Departments must submit any resolution for Committee consideration with the Clerk of the Board by the submission deadline ~~as indicated in~~ **accordance with** the 2023 Meeting Schedule.
3. Rules for Legislators wishing to submit a resolution for committee consideration:
 - a. If the resolution is to be in the committee packet, then it must be submitted by the submission deadline, or
 - b. If the resolution is to be on a revised committee agenda, then it must be received by close of business the Friday before the regular committee meeting, or
 - c. If during discussion of any agenda item then by motion with or without a copy of the resolution, or
 - d. If under old/new business, then by motion with or without a copy of the resolution.
4. Within three (3) days of its introduction, any and every resolution, which has not been acted upon by the Board shall be referred by the Chair to the appropriate committee.
5. Every resolution referred to any committee shall be placed on the regular agenda of that committee.
6. Within six (6) weeks of its referral to committee, every resolution shall be reported back to the Board of Legislators with the committee's recommendation, unless tabled to a specific date, either favorable or unfavorable, and with minority reports, if any.
7. When any resolution is being considered by a committee, its proponent or any other legislator may come before the Committee and speak for or against the resolution. Any member of the public wishing to address the Committee on an agenda item may, upon nomination by a Legislator and recognition by the Chair, speak for or against the measure. The Committee may set a time limit of not more than five minutes on how long each individual may speak.
8. A member of the public who wishes to be on the agenda shall contact the Board Office, by submission date, eleven (11) days in advance of a committee meeting, and request to be put on the agenda. The Board of Legislators' Office will discuss the matter to be put on the agenda with the Chair of the Committee, and at the Chair's discretion, may or may not add the matter to the agenda for the next committee meeting, or a future committee meeting.
9. All presentations to Committees, which are unrelated to resolutions on the agenda, will be limited to a ten-minute presentation and a ten-minute question session.

10. In accordance with County Law Article 4, Section 154, committees have no power to do anything by which the County may become obligated and all of their actions must be reported to and sanctioned by the Board.
11. **Pursuant to Chapter 1 of the Laws of 2022 for the State of New York and adopted by Local Law No. 3 for the Year 2022 in Resolution No. 360-2022, Legislators are permitted to attend and participate in Committee Meetings where such attendance and participation is occasioned by "extraordinary circumstances" pursuant to the requirements reference above in State and Local Law.**

ARTICLE VIII
Limitations and Amendment

- A. Notwithstanding any provisions herein contained, any decision of any committee or Chair thereof, or of the Chair of the Board of Legislators, may be overruled by a majority vote of the Legislature.
- B. These rules may be suspended by a two-thirds (2/3) vote of the total membership of the Legislature at any meeting of the Legislature upon the following conditions:
 1. The Legislator requesting the Suspension of the Rules shall provide an explanation of the necessity for the Suspension of the Rules.
 2. A copy of the resolution to be offered under Suspension of the Rules shall be on the desk of each Legislator at the beginning of the meeting or placed there before a vote is taken.
- C. These rules may be rescinded or changed by a majority vote of the total membership of the Board of Legislators at any meeting of the Board of Legislators, provided each member has had ten (10) days written notice of the proposed change.
- D. Questions of Order and procedure not governed by these rules, or the laws of the State of New York, shall be decided according to Robert's Rules of Order Revised. The Legislature shall provide a desk copy of a current edition of Robert's Rules of Order Revised for each member.
- E. For purposes of a reconsideration vote, the next monthly meeting is considered to be the "next succeeding day" to our previous session. (rf. Roberts Rules of Order Revised, Section 36, page 156).
- F. A Legislator will be permitted to abstain from voting if he/she declares a conflict of interest.
- G. At each meeting of the Board, the roll call votes will be on a rotation basis with the first roll call of the year starting with District One. Thereafter, the first roll call of each Board Meeting shall start with the next person in the rotation as determined by the rotation of the Roll Call Vote Program, **or the designated official vote tally recording program.**

January 3, 2023

- H. In order to maintain the integrity of its proceedings, cellular telephones or other recording devices that are deemed to be distracting and disruptive to the meeting may be limited at the discretion of the Chair.

January 3, 2023

ATTACHMENT A (DRAFT 1)
St. Lawrence County Board of Legislators 2023 Meetings Schedule
 January – December

DATE	MEETING/HOLIDAY	SUBMISSION DATE	PRE-COMM DATE	DATE	MEETING	SUBMISSION DATE	PRE-COMM DATE
January 3	Organizational Meeting			July 3	Board Meeting		
9	Operations	12/29	1/4	10	Operations	6/29	7/5
16	Martin Luther King, Jr.			17	Services	7/6	7/12
23	Services	1/12	1/18	24	Finance	7/13	7/19
30	Finance	1/19	1/25	31	Open		
February 6	Board Meeting			August 7	Board Meeting		
13	Operations / Services	2/2	2/8	14	Operations	8/3	8/9
20	Presidents' Day			21	Services	8/10	8/16
27	Finance / NYSAC	2/16	2/22	28	Finance	8/17	8/23
March 6	Board Meeting			September 4	Labor Day		
13	Operations	3/2	3/8	11	Board Meeting		
20	Services	3/9	3/15	18	Services / Operations	9/7	9/13
27	Finance	3/16	3/22	25	Finance	9/14	9/20
April 3	Board Meeting			October 2	Board Meeting – Tentative Budget		
10	Operations	3/30	4/5	9	Columbus Day		
17	Services	4/6	4/12	16	Operations	10/5	10/11
24	Finance	4/13	4/19	23	Services	10/12	10/18
May 1	Board Meeting			30	Finance	10/19	10/25
8	Operations	4/27	5/3	November 6	Board Meeting – Longevity Ceremony		
15	Services	5/4	5/10	13	Operations	11/2	11/8
22	Finance	5/11	5/17	20	Services	11/9	11/15
29	Memorial Day			27	Finance	11/16	11/22
June 5	Board Meeting			December 4	Board Meeting – Memorial Ceremony		
12	Operations	6/1	6/7	11	Operations / Services	11/30	12/6
19	Services	6/8	6/14	18	Finance	12/7	12/13
26	Finance	6/15	6/21	25	Christmas		

Please Note: The deadline for submission is close of business on the submission date. Pre-Committee Review will tentatively begin at 9:15 a.m. for Operations, Services and Finance Committees with times being confirmed after Chairs are appointed.

January 3, 2023

Operations Committee: 12-12-2022

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN A CONTRACT EXTENSION FOR THE FY19 STATEWIDE INTEROPERABLE COMMUNICATIONS GRANT (FY19 SICG) WITH NEW YORK STATE OFFICE OF HOMELAND SECURITY AND OFFICE OF EMERGENCY SERVICES

By Ms. Curran, Chair, Operations Committee

WHEREAS, Resolution No. 31-2020 approved the contract for the FY19 Statewide Interoperable Communications Grant (FY19 SICG) having an award of \$848,652 for the Office of Emergency Services to concentrate on improving interoperability and operability of communication systems in New York State (X2Z33895-56000-SICG-X SICG) with a contract period of January 1, 2020 to December 31, 2022, and

WHEREAS, New York State Division of Homeland Security and Emergency Services has authorized a one-year extension with a contract end date of December 31, 2023,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign contract extension for the FY19 Statewide Interoperable Communications Grant (FY19 SICG) with New York State Office of Homeland Security and Office of Emergency Services, and any subsequent future extension contracts, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that any remaining funds will be rolled over to future budget until fully expended.

January 3, 2023

Operations Committee: 12-12-2022

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN A CONTRACT EXTENSION FOR THE FY21 PUBLIC SAFETY ANSWERING POINTS GRANT WITH NEW YORK STATE OFFICE OF HOMELAND SECURITY AND THE OFFICE OF EMERGENCY SERVICES

By Ms. Curran, Chair, Operations Committee

WHEREAS, Resolution No. 316-2022 approved the contract for the FY21 PSAP Grant with the New York State Division of Homeland Security for \$207,504 to concentrate on the purchase of equipment to enhance dispatching and 911 call-taking (X2Z33895-56000-PSAP-X PSAP) with a contract period of January 1, 2022 to December 31, 2022, and

WHEREAS, New York State Division of Homeland Security and Emergency Services has authorized a one-year extension with a contract end date of December 31, 2023,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract extension for the FY21 Public Safety Answering Points Grant with New York State Office of Homeland Security and the Office of Emergency Services, and any subsequent future extension contracts, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that any remaining funds will be rolled over to future budget until fully expended.

January 3, 2023

Operations Committee: 12-12-2022

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH NTS DATA SERVICES FOR VOTER REGISTRATION, SIGNATURE DIGITIZATION, FULL DOCUMENT IMAGING, ELECTION REPORTING AND INTERFACE MESSAGING SYSTEM MAINTENANCE AND SUPPORT AGREEMENT FOR THE BOARD OF ELECTIONS

By Ms. Curran, Chair, Operations Committee

WHEREAS, Resolution No. 163-2007 authorized the Board of Elections to proceed with a voter registration database conversion, and approved a contract with NTS Data Services for this system for a term of five (5) years, and

WHEREAS, the Board of Elections would like to continue maintenance and support services related to voter registration, signature digitization, full document imaging, election reporting and interface messaging with NTS Data Services (E1014504 42004) for a contract period of January 3, 2023 through December 31, 2023, and

WHEREAS, NTS Data Services has the knowledge, expertise, required software, associated technology and services to provide a quality solution for the needs of the Board of Elections,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with NTS Data Services for voter registration, signature digitization, full document imaging, election reporting and interface messaging system maintenance and support agreement for the Board of Elections, upon the approval of the County Attorney.

January 3, 2023

Operations Committee: 12-12-2022

RESOLUTION NO. _____

**MODIFYING THE 2022 BUDGET FOR THE BOARD OF ELECTIONS
FOR POLL WORKER TRAINING /VOTER EDUCATION**

By Ms. Curran, Chair, Operations Committee

WHEREAS, the Board of Legislators approved Resolution Nos. 45-2007, 46-2007, and 47-2007 authorizing the Chair to sign Grant Applications for New York State Voting Access for Individual with Disabilities Polling Place Improvement, and HHS Voting Access for Individuals with Disabilities Polling Place Improvement, and Voter Education/Poll Worker Training, and

WHEREAS, Resolution No. 73-2009 allowed for the rollover of these funds annually, and

WHEREAS, Resolution No. 150-2022 authorized the Chair to sign contracts requesting grant extensions for poll worker training/voter education, and

WHEREAS, New York State has notified the Board of Elections that they are extending the grant deadlines to March 31, 2023 for those grants that have an unexpended balance, and

WHEREAS, the unexpended balance for Voter Education/Poll Worker Training is \$42,694, and

WHEREAS, grant funding must be used exclusively for poll worker training and voter education,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2022 Budget for the Board of Elections for Poll Worker Training/Voter Education, as follows:

INCREASE REVENUE:

E3030895 56002	E HAVA-Poll Worker	\$42,694
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INCREASE APPROPRIATIONS:

E3014501 19000	E HAVA Temporary and Part Time	\$9,707
E3014502 22001	E HAVA Computer Hardware	8,000
E3014504 41901	E HAVA Central Printing	10,000
E4014504 43007	E HAVA Other Fees	14,000
E3014508 83000	E HAVA Social Security	742
E3014508 84000	E HAVA Worker's Compensation	<u>245</u>
		\$42,694

BE IT FURTHER RESOLVED that any remaining funds will be rolled over to future budget until fully expended.

January 3, 2023

Operations Committee: 12-12-2022

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH
THE STANDARD LIFE INSURANCE COMPANY OF NEW YORK
FOR GROUP LIFE INSURANCE COVERAGE**

By Ms. Curran, Chair, Operations Committee

WHEREAS, St. Lawrence County currently has a contract with The Guardian Life Insurance Company of America to provide group life insurance coverage for eligible active employees and retirees as well as dependent coverage, and

WHEREAS, the current contract with The Guardian Life Insurance Company of America will expire on February 1, 2023, and the terms of a new contract would represent an increase in monthly premiums of approximately 9.4% compared to 2022 rates, and

WHEREAS, the benefit consultants for St. Lawrence County, Burnham Benefit Advisors, has solicited and reviewed various quotes from other insurance carriers, and

WHEREAS, the lowest proposal was received by The Standard Life Insurance Company of New York and represented a decrease in monthly premiums of approximately 7.3% compared to 2022 rates, and

WHEREAS, The Standard Life Insurance Company of New York will provide a three (3) year rate guarantee of \$0.79 per \$1,000 per month for active employees and retirees and \$2.50 per month for dependent coverage (T5090458 84500) with terms of the contract being February 1, 2023 through January 31, 2026, and

WHEREAS, the cost saving is projected to be approximately \$790 per month for the term of the contract, and

WHEREAS, the current coverage would remain the same: \$10,000 for CSEA, Non-Union, Solid Waste Department, Correction Officer, Correction Officer Supervisors, and Indigent Defense; \$20,000 for Deputies and Deputy Supervisors; \$5,000 for Spouses; and \$1,250 for Dependents,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with The Standard Life Insurance Company of New York for group life insurance coverage, upon approval of the County Attorney.

Operations Committee: 12-12-2022

RESOLUTION NO. _____

REQUESTING THE NEW YORK STATE ENVIRONMENTAL FACILITIES CORPORATION INCLUDE ALL BODIES OF WATER IN THE SEPTIC SYSTEM REPLACEMENT PROGRAM FOR ST. LAWRENCE COUNTY

By Ms. Curran, Chair, Operations Committee
Co-Sponsored by Mr. Forsythe, District 2

WHEREAS, in 2018, the New York State Environmental Facilities Corporation (NYS EFC) awarded a multi-year contract for the County to engage in a septic system replacement work for up to five (5) years with annual contract authorization necessary, and

WHEREAS, a successful program was administered in 2018 with the County receiving \$225,000 and subsequently spending the entire amount on the repair or replacement of forty (40) deficient septic systems along specified waterbodies throughout the County, and

WHEREAS, Resolution No. 163-2021 authorized Round 2 additional funding in the amount of \$340,000 for the Septic System Replacement Program, and Resolution No. 327-2022 authorized Round 3 additional funding in the amount of \$635,000 for the Septic System Replacement Program, and

WHEREAS, all of St. Lawrence County is within the watershed of the Saint Lawrence River, with numerous minor watersheds in the County, all of which run north to the Saint Lawrence River with approximately 93% of the County being drained by one of four major rivers: Raquette, Oswegatchie, St. Regis, and the Grasse, and

WHEREAS, there are numerous major lakes and reservoirs within St. Lawrence County, as well, including Black Lake, Cranberry Lake, Carry Falls Reservoir, Rainbow Falls Reservoir, and Blake Reservoir, and

WHEREAS, there are numerous minor lakes and ponds throughout St. Lawrence County varying in size, and

WHEREAS, the program participation agreement identified five (5) eligible priority geographic areas in the first round: (1) Saint Lawrence River, main stem (0901-0004); (2) Raquette River, lower, and minor tributaries (0903-0059); (3) Little River and tributaries (0905-0090); (4) Indian River, lower, and minor tributaries (0906-0021); and (5) Black Lake Outlet/Black Lake (0906-0001), and three (3) eligible priority geographic areas in Round 2 and 3: (1) Saint Lawrence River, main stem (0901-0004); (2) Raquette River, lower, and minor tributaries (0903-0059); and (3) Little River and tributaries (0905-0090), and

WHEREAS, there is a great need for septic repair across the entire County,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators requests New York State Environmental Facilities Corporation include all bodies of water in the Septic System Replacement Program for St. Lawrence County, and

January 3, 2023

BE IT FURTHER RESOLVED that certified copies of this resolution be forwarded to Governor Kathy Hochul; Senator Joseph Griffo; Senator-elect Mark Walczyk; Senator Dan Stec; Assemblyman Ken Blankenbush; Assemblyman Billy Jones; Assemblyman Robert Smullen; Assemblyman-elect Scott Gray, and NYS Environmental Facilities Corporation.

January 3, 2023

Operations Committee: 12-12-2022

RESOLUTION NO. _____

**ACTING UPON POLICIES AND RECOMMENDATIONS MADE BY THE
ST. LAWRENCE COUNTY ADVISORY BOARDS, COMMITTEES, AND COUNCILS**

By Ms. Curran, Chair, Operations Committee
Co-Sponsored by Ms. Terminelli, District 14

WHEREAS, the Board of Legislators has established advisory boards, committees, and councils to ensure important subject areas are addressed, and

WHEREAS, a list of these advisory boards, committees, and councils may be found at the County Website under the Board of Legislators Department at the Board's Committee and Councils' tab <https://stlawco.org/Departments/BoardofLegislators/BoardsCommittees/Councils/ListOfAdvisoryBoards>, and

WHEREAS, from time to time the Board of Legislators makes requests of its Advisory Boards, Committees, and Councils to prepare policies or to make recommendations to the Board of Legislators, and

WHEREAS, when the Board of Legislators asks an Advisory Board, Committee, or Council to prepare a policy or make a recommendation, the Board of Legislators will consider the policies and/or recommendations made by its Advisory Boards, Committees, and Councils,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators will take action to accept or decline recommendations provided by the Advisory Boards, Committees, and Councils, and

BE IT FURTHER RESOLVED that if the Board of Legislators decides to not act on recommendations made by its Advisory Boards, Committees, and Councils, the Chair of the Board or his or her designee will communicate to the Chair of that Advisory Board, Committee, or Council.

January 3, 2023

Services Committee: 12-12-2022

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT AMENDMENT WITH
HEALTH RESEARCH INC. (HRI) FOR THE NEW YORK STATE
PUBLIC HEALTH CORPS (NYSPHC) FELLOWSHIP PROGRAM**

By Mr. Lightfoot, Chair, Services Committee

WHEREAS, Health Research Inc./New York State Department of Health (HRI/NYSDOH), through a Center for Disease Control and Prevention (CDC) sponsored cooperative agreement for Epidemiology and Laboratory Capacity for Infectious Diseases (ELC) has awarded funding to local health departments (LHDs) for the New York State Public Health Corps (NYSPHC) Fellowship Program, and

WHEREAS, the NYSDOH will work with local health departments (LHDs) and community partners to recruit and deploy NYSPHC fellows across the State (excluding New York City) who will commit to a full-time, paid position and at least a one-year term, and

WHEREAS, this Program will support up to ten (10) fellows annually, of which up to one (1) would be Graduate Fellows, and a local Coordinator to help build public health capacity to support COVID-19 response operations and increase preparedness for future public health emergencies, and provide support for coordination and maintenance of the program, and

WHEREAS, Resolution No. 236-2021 authorized the original contract for a two-year period ending July 31, 2023, and this amendment would extend the contract through June 30, 2024 (PPZ44895 57000 PHC),

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract extension with Health Research Inc./New York State Department of Health (HRI/NYSDOH) for the New York State Public Health Corps (NYSPHC) Fellowship Program, upon approval of the County Attorney.

January 3, 2023

Services Committee: 12-12-2022

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN AN EARLY INTERVENTION PROVIDER AGREEMENT WITH THE NEW YORK STATE DEPARTMENT OF HEALTH

By Mr. Lightfoot, Chair, Services Committee

WHEREAS, the Public Health Department is a current provider of Early Intervention Services, and

WHEREAS, the 2012–2013 New York State Budget contained language which provided the authority for municipalities to contract with providers until March 31, 2013 and gave the New York State Department of Health (NYSDOH) the authority as of April 1, 2013 to enter into Early Intervention Provider Agreements, and

WHEREAS, at that time the New York State Department of Health offered the Public Health Department the opportunity to enter into a five (5) year provider agreement with the Bureau of Early Intervention setting terms and conditions for participation in the Early Intervention Program and to establish obligations, expectations, and relationship between NYSDOH and the Department, and

WHEREAS, the current agreement ends March 31, 2023, and the term of the new (3) three year agreement begins April 1, 2023 through March 31, 2025,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign an Early Intervention Provider Agreement with New York State Department of Health, upon approval of the County Attorney.

January 3, 2023

Services Committee: 12-12-2022

RESOLUTION NO. _____

**MODIFYING THE 2023 BUDGET FOR COMMUNITY SERVICES
FOR THE LOCUM TENENS STAFFING AGENCY CONTRACT**

By Mr. Lightfoot, Chair, Services Committee

WHEREAS, Community Services Clinics are required to provide mental health and addiction services to individuals with mental illness and/or substance and alcohol abuse problems, and

WHEREAS, the Department is experiencing unprecedented difficulty locating and hiring a Mental Health prescriber, and

WHEREAS, Community Services is responsible for providing continuity of care for those individuals admitted to the Mental Health Clinic for the delivery of services in accordance with the rules and regulations made by and established by the Commissioner of OMH, and

WHEREAS, when necessary Community Services will be looking for temporary assistance and would like to enter into contingent agreements with temporary staffing agencies in order to secure temporary providers to provide essential services until such time that permanent staffing can be pursued and secured, and

WHEREAS, Resolution No. 94-2019 authorized contract agreements with Locum Tenens Staffing Agencies, and the County hired a provider and it is necessary to modify the 2023 Budget to meet the appropriations to extend the Locum Tenens Staffing contract for an additional six (6) months, through July 6, 2023, and

WHEREAS, since the departure of the provider for Mental Health in September, the cost has been \$57,492, the County has billed for \$64,251, and anticipates County revenue of \$6,759 at a 90% paid average,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2023 Community Services Budget for the appropriations for the Locum Tenens Staffing contract as follows:

INCREASE APPROPRIATIONS:

A3143204 43007	A MHOC Other Fees & Services	\$128,700
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DECREASE APPROPRIATIONS:

A3143201 11000	A MHOC Direct Service Worker	\$84,984
A3143208 81000	A Retirement	9,467
A3143208 83000	A Social Security	5,864
A3143208 84000	A Workmen's Compensation	2,116
A3143208 84500	A Group Life Insurance	153
A3143208 86000	A Hospital & Medical Insurance	24,790

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A3143208 86500
A3143208 89000

A Dental Insurance
A Vision Insurance

995
331
\$128,700

January 3, 2023

Services Committee 12-12-2022

RESOLUTION NO. _____

MODIFYING THE 2022 BUDGET FOR COMMUNITY SERVICES FOR FUNDING RECEIVED FROM NYS OFFICE OF MENTAL HEALTH TO ST. LAWRENCE COUNTY AS PASS THROUGH FUNDING TO APPROVED AGENCIES

By Mr. Lightfoot, Chair, Services Committee

WHEREAS, Community Services has received an updated NYS Office of Mental Health (OMH) state aid funding authorization to St. Lawrence County as pass through funding for community agencies that includes salary and fringe support adjustments, and

WHEREAS, this is one-hundred percent (100%) pass through funding for contract agencies,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2022 Budget for Community Services for funding received from NYS Office of Mental Health to St. Lawrence County as pass through funding to approved agencies, as follows:

INCREASE APPROPRIATIONS:

A4443224 465UH	A OFS United Helpers Advances	\$1,315
A4243224 465TL	A CRV NCTLS Advances	<u>1,556</u>
		\$2,871

INCREASE REVENUE:

A4434905 56000	A SA OFS Other Mental Health P	\$1,315
A4234905 56000	A SA CR Other Mental Health P	<u>1,556</u>
		\$2,871

Services Committee 12-12-2022

RESOLUTION NO. _____

MODIFYING THE 2022 BUDGET FOR COMMUNITY SERVICES FOR COMPUTER SOFTWARE, SECURITY SYSTEM, MEDICAL MALPRACTICE INSURANCE, AND FURNISHINGS FOR THE OPIOID TREATMENT CLINIC

By Mr. Lightfoot, Chair, Services Committee

WHEREAS, Community Services has changed electronic health record providers, and

WHEREAS, the delay in going live in July 2022 with new software created an overlap of services causing the 2022 expenditures to become exhausted, and

WHEREAS, a new security system and security enhancements were made in the Ogdensburg and Canton Clinics creating an increase in costs, and

WHEREAS, the medical malpractice insurance expenses for 2022 were increased beyond what was projected causing an increase, and

WHEREAS, the construction costs came in higher than the quote for the construction costs of the Opioid Treatment Clinic,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2022 Budget for Community Services for computer software, security system, medical malpractice insurance, and furnishings for the Opioid Treatment Clinic, as follows:

INCREASE APPROPRIATIONS:

A1142504 42004	A PAAC Computer Software	\$14,710
A1342504 42004	A OAAC Computer Software	12,731
A1442302 21000	A OTP Furniture and Furnishings	3,638
A1442304 42004	A OTP Computer Software	254
A1442304 45100	A OTP Medical Supplies & Expenses	3,830
A1442304 414MM	A OTP Medical Malpractice Insurance	364
A1442304 423SS	A OTP Security System	2,540
A3143204 42004 DSRP	A DSRP OTH External Data Proc	1,851
A3143204 43007 DSRP	A DSRP Other Fees and Services	210
A3143204 414MM DSRP	A DSRP Medical Malpractice Insurance	191
A3143204 42004 HHC	A HHC Other Ext Data Process	<u>2,425</u>
		\$42,744

INCREASE REVENUE:

A3134905 56000 DSRP	A DSRP Mental Health	40,319
A3116205 55000 HHC	A HHC Health Home Care	<u>2,425</u>
		\$42,744

Services Committee: 12-12-2022

RESOLUTION NO. _____

**PROCLAIMING THE MONTH OF JANUARY AS NATIONAL SLAVERY AND
HUMAN TRAFFICKING PREVENTION MONTH**

By Mr. Lightfoot, Chair, Services Committee
Co-Sponsored by Ms. Curran, District 15

WHEREAS, it is the practice of this Legislative Body to recognize official days and months that are set aside to increase awareness of serious issues that affect the lives of citizens of St. Lawrence County, and

WHEREAS, in 2007, an interdepartmental taskforce was created which was devoted to evaluating the circumstances of the existence of human trafficking in the State of New York, with the lasting resolution to strengthen existing response infrastructures, while creating strategies to aid victims and increase public awareness of the issue, and

WHEREAS, the Trafficking Victims Protection Act (TVPA) of 2000 preserved the United States' commitment to combating human trafficking domestically and internationally, and in 2010, by presidential proclamation, President Barack Obama declared January as "National Slavery and Human Trafficking Prevention Month" and every year since, each president has followed this tradition, and

WHEREAS, the New York State Office of Children and Family Services (OCFS) along with local agencies within St. Lawrence County collaborate to combat human trafficking through the Safe Harbour New York program that aims to bring awareness, education, and services to those identified as being at-risk of human trafficking, and

WHEREAS, as of October 20, 2022, the St. Lawrence County Safe Harbour Program has identified thirty (30) individuals within the County as having risk factors associated with human trafficking, and

WHEREAS, the Sheriff's Office has been awarded a Howard G. Buffet Foundation Grant to cover costs related with joining a Labor Trafficking Taskforce that serves New York State, excluding New York City, and

WHEREAS, the taskforce also includes victim serving agencies, to include Renewal House, among others, and

WHEREAS, it is imperative that there be greater public awareness of this issue, and more must be done to eradicate slavery and human trafficking at the local, state, and national levels, and

WHEREAS, during National Slavery and Human Trafficking Prevention Month, all individuals are encouraged to direct their attention to this critical issue and to support programs that promote the safety and security of all citizens; we also take the opportunity to acknowledge the many dedicated service providers who devote countless hours to ensuring the welfare and well-being of our citizens,

January 3, 2023

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators recognizes the month of January as National Slavery and Human Trafficking Prevention Month.

Note: Changes made during committee are reflected in bold.

January 3, 2023

Finance Committee: 12-19-2022

RESOLUTION NO. _____

CORRECTING AND REFUNDING ERRONEOUS TAXES

By Mr. Acres, Chair, Finance Committee

WHEREAS, Chapter 515 of the Laws of 1997 provides a local option for erroneously levied taxes in the amount of \$2,500 or less to be corrected or refunded upon application according to Section 554 and 556, respectively, of the Real Property Tax Law upon recommendation of the County Director of Real Property Tax Services and approval of the Treasurer of the County, and

WHEREAS, the County Treasurer and the Director of Real Property Tax Services recommend that this option be adopted in order to make these corrections and/or refunds to the taxpayer erroneously assessed in a more timely and efficient fashion,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes correcting and refunding erroneous taxes, and

BE IT FURTHER RESOLVED that the Board of Legislators adopt the provisions set forth in Chapter 515 of the Laws of 1997 allowing the County Treasurer to correct tax bills or issue a check for the refund where taxes have been paid upon the recommendation of the Director of Real Property Tax Services and the approval of the Treasurer for the calendar year 2023, and

BE IT FURTHER RESOLVED that on or before the 15th day of each month, the Real Property Director shall submit a report to the Board of Legislators of the corrections or refunds processed by the Treasurer during the preceding month indicating the name of each recipient, the location of the property and the amount of the correction or refund.

January 3, 2023

Finance Committee: 12-19-2022

RESOLUTION NO. _____

**MODIFYING THE 2022 BUDGET FOR THE DEPARTMENT OF HIGHWAYS
FOR MACHINERY RENTAL EXPENSES**

By Mr. Acres, Chair, Finance Committee

WHEREAS, the Department of Highways budgets appropriation and revenue accounts to reflect current and projected operations, and

WHEREAS, machinery rental expenses for the Traffic Safety Program are projected to exceed the 2022 Budget, and

WHEREAS, the Department would like to amend the budget to more accurately reflect the cost of operations for 2022,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2022 Budget for the Department of Highways, as follows:

DECREASE APPROPRIATIONS:

HM551104 40600	H MB Machinery Rental	\$15,000
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INCREASE APPROPRIATIONS:

HM433104 40600	H HS Machinery Rental	\$15,000
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Finance Committee: 12-19-2022

RESOLUTION NO. _____

APPROVING THE PURCHASE OF LAWNMOWERS FOR THE HIGHWAY OUTPOSTS IN POTSDAM AND LISBON AND MODIFYING THE 2023 BUDGET FOR THE DEPARTMENT OF HIGHWAYS

By Mr. Acres, Chair, Finance Committee

WHEREAS, the County has constructed new Highway outposts in the Towns of Lisbon and Potsdam, and

WHEREAS, these sites need mowers for lawn care, and funds are available in the contractual accounts to cover the cost of new mowers,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators approves the purchase of lawnmowers for the Highway Outposts in Potsdam and Lisbon, and

BE IT FURTHER RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2023 Budget for the Department of Highways, as follows:

DECREASE APPROPRIATIONS:

HM651974 465CO LSS	H Lisbon SS Subcontracts	\$3,650
HM651974 465CO PSS	H Potsdam SS Subcontracts	<u>3,650</u>
		\$7,300

INCREASE APPROPRIATIONS:

HM651972 24000 LOP	H LOP Highway & Street Equipment	\$3,650
HM651972 24000 POP	H POP Highway & Street Equipment	<u>3,650</u>
		\$7,300

January 3, 2023

Finance Committee: 12-19-2022

RESOLUTION NO. _____

USE OF COUNTY-OWNED MACHINERY

By Mr. Acres, Chair, Finance Committee

WHEREAS, the St. Lawrence County Superintendent of Highways recommends that the Board of Legislators permit the use of County-owned machinery, tools, equipment and personnel by any terms as provided for in Section 133-A of the Highway Law, when it is for the public interest,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators approves the use of any county-owned street or highway machinery, tools or equipment, by New York State, any municipal corporation, political subdivision, district, district corporation or school district located within the state, when recommended, by the County Superintendent of Highways.

January 3, 2023

Finance Committee: 12-19-2022

RESOLUTION NO. _____

MODIFYING THE 2022 BUDGET FOR SOLID WASTE FOR TIPPING FEE EXPENSES

By Mr. Acres, Chair, Finance Committee

WHEREAS, the Solid Waste Department is projected to exceed its budget for tipping fee expenses in 2022, and

WHEREAS, the Solid Waste Department is under budget in other areas within its 2022 budget to offset this overage,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2022 Budget for Solid Waste for tipping fee expenses, as follows:

INCREASE REVENUE:

W1021305 550MW	W LR MSW Tip Fees	\$30,000
W1021305 550RF	W LR Recycling - Tip Fees	<u>20,000</u>
		\$50,000

DECREASE APPROPRIATIONS:

WA017104 49700	W Admin Contingency Account	\$6,000
WO081601 13000	W OPR Technical	45,000
WLM81604 40800	W MAS Building & Property Maintenance	2,000
WT081604 465CO	W TRS Subcontracts	<u>25,000</u>
		\$78,000

INCREASE APPROPRIATIONS:

WH081604 43018 MSW	W MSW Tipping Fees	\$39,000
WH081604 43018 RECY	W RECY Tipping Fees	<u>89,000</u>
		\$128,000

January 3, 2023

Finance Committee: 12-19-2022

RESOLUTION NO. _____

**AUTHORIZING BLANKET BOND IN LIEU OF INDIVIDUAL SURETIES
FOR COUNTY OFFICIALS AND EMPLOYEES**

By Mr. Acres, Chair, Finance Committee

WHEREAS, official undertakings are required for certain public officials, and

WHEREAS, the surety on such undertakings may be a fidelity or surety corporation, and

WHEREAS, the reasonable expense of procuring such surety shall be a charge against the State or political subdivision or municipal corporation, respectively, in and which the official or employee is elected, and

WHEREAS, the County of St. Lawrence wishes to provide such a surety for its elected officials and employees as follows:

- A. \$200,000/loss coverage for the Sheriff, the District Attorney, and all other employees required to be bonded;
- B. \$200,000/loss coverage for the County Clerk;
- C. \$900,000/loss coverage for the Treasurer;
- D. \$5,000 deductible on all of the above,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to obtain a blanket bond in lieu of individual sureties in the above amount and not to exceed \$9,000.

Finance Committee: 12-19-2022

RESOLUTION NO. _____

BANK DEPOSITORIES AND INVESTMENT OF COUNTY FUNDS

By Mr. Acres, 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.	\$75,000,000
Key Bank N.A.	\$75,000,000
Upstate National Bank	\$10,000,000
NBT	\$10,000,000
Citizens Bank	\$10,000,000
Municipal Investors Service Corporation	\$10,000,000
First Empire Securities	\$10,000,000
NYCLASS	\$50,000,000
NY MuniTrust	\$50,000,000
Webster Bank	\$10,000,000
Tioga State Bank	\$10,000,000
TD Bank	\$10,000,000

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 that the County Treasurer may use his/her discretion in selecting any allowable bank under NY General Municipal Law for investment purposes only, up to a limit of \$10,000,000 per bank unless otherwise noted in this policy, a report of such investments must be provided to the Board of Legislators at the subsequent Finance Committee meeting, 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.

INVESTMENT POLICY FOR ST. LAWRENCE COUNTY

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.

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 Legislature 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 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. Additionally, the County Treasurer may select any bank allowable under New York General Municipal Law for investment purposes only, up to a limit of \$10,000,000 per bank, unless otherwise noticed in this policy. Should the Treasurer invest in any bank not already designated at the annual organizational meeting, yet allowable under New York Municipal Law, the Treasurer must provide a report to the Board of Legislators at the monthly Finance Committee following any such investment.

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 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.

X. PERMITTED INVESTMENTS

As authorized by General Municipal Law Section 11, 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
- * General obligation bonds and notes of any state other than this state, provided that such bonds and notes receive the highest rating of at least one independent rating agency designated by the state comptroller
- * Obligations of any corporation organized under the laws of any state in the United States maturing within two hundred seventy days, provided that such obligations

- * receive the highest rating of two independent rating services designated by the state comptroller and that the issuer of such obligations has maintained such ratings on similar obligations during the preceding six months, provided, however, that the issuer of such obligations need not have received such rating during the prior six month period if such issuer has received the highest rating of two independent rating services designated by the state comptroller and is the successor or wholly-owned subsidiary of an issuer that has maintained such ratings on similar obligations during the preceding six month period or if the issuer is the product of a merger of two or more issuers, one of which has maintained such ratings on similar obligations during the preceding six month period, provided, however, that no more than two hundred fifty million dollars may be invested in such obligations of any one corporation
- * Bankers' acceptances maturing within two hundred seventy days which are eligible for purchase in the open market by federal reserve banks and which have been accepted by a bank or trust company which is organized under the laws of the United States or of any state thereof and which is a member of the federal reserve system and whose short-term obligations meet the criteria outlined in clause (7). Provided, however, that no more than two hundred fifty million dollars may be invested in such bankers' acceptances of any one bank or trust company; or
- * Obligations of, or instruments issued by or fully guaranteed as to principal and interest by, any agency or instrumentality of the United States acting pursuant to a grant of authority from the Congress of the United States, including but not limited to, any federal home loan bank or banks, the Tennessee valley authority, the federal national mortgage association, the federal home loan mortgage corporation and the United States postal service, provided, however, that no more than two hundred fifty million dollars may be invested in such obligations of any one agency
- * No-load money market mutual funds registered under the Securities Act of 1933, as amended, and operated in accordance with Rule 2a-7 of the Investment Company Act of 1940, as amended, provided that such funds are limited to investments in obligations issued or guaranteed by the United States of America or in obligations of agencies or instrumentalities of the United States of America where the payment of principal and interest are guaranteed by the United States of America (including contracts for the sale and repurchase of any such obligations) and are rated in the highest rating category by at least one nationally recognized statistical rating organization, provided, however, that no more than two hundred fifty million dollars may be invested in such funds

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.
2. By participation in a cooperative investment program with another authorized governmental entity pursuant to Articles 5G and 3A 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:

January 3, 2023

- * 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.

January 3, 2023

Finance Committee: 12-19-2022

RESOLUTION NO. _____

**AUTHORIZING PETTY CASH ACCOUNTS
AND DEPARTMENTAL CASH DRAWERS**

By Mr. Acres, Chair, Finance Committee

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes petty cash accounts and departmental cash drawers, as follows:

Petty Cash Accounts		Departmental Cash Drawers	
Public Health	\$250	Sheriff Civil Department	\$100
Probation	\$400	Mental Health	\$100
Sheriff	\$1,500	Chemical Dependency, Ogdensburg	\$50
Social Services	\$1,500	Chemical Dependency, Canton	\$100
Highway	\$150	Treasurer	\$250
Community Services	\$250	County Clerk	\$410
		County Clerk DMV, Canton	\$600
		County Clerk DMV, Massena	\$400
		County Clerk DMV, Ogdensburg	\$400
		County Clerk DMV, Gouverneur	\$300
		Real Property	\$100
		Solid Waste Transfer, Ogdensburg	\$450
		Solid Waste Transfer, Massena	\$450
		Solid Waste Transfer, Star Lake	\$450
		Solid Waste Transfer, Gouverneur	\$450
		Social Services	\$200
Total	\$4,050	Total	\$5,060

BE IT FURTHER RESOLVED that each Department will submit an annual reconciliation of each petty cash account and cash drawer to the Treasurer at the end of each year.

January 3, 2023

Finance Committee: 12-19-2022

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH ODIN ENVIRONMENTAL FOR ENVIRONMENTAL INVESTIGATION ON PROPERTY OWNED BY THE REDDICK REVOCABLE TRUST, ELENOR R. MALLETTE, SCOTT T. FERRY, DORIS E. MILLER, AND BRADLEY L. FINLEY, JR.

By Mr. Acres, Chair, Finance Committee

WHEREAS, the County has commenced an In Rem real property tax foreclosure proceeding for delinquent taxes pursuant to Article 11 of the Real Property Tax Law against properties owned by The Reddick Revocable Trust located at 45 Murdock St, Town of Gouverneur, County of St. Lawrence, State of New York with Tax Map No. 173.039-1-9 and 51 Owl Rd, County of St. Lawrence, State of New York with Tax Map No. 173.001-4-8 and against property owned by Elenor R. Mallette located at 58 SH 3, Town of Pitcairn, County of St. Lawrence, State of New York with Tax Map No. 221.001-1-29.1 and against property owned by Scott T. Ferry located at 6911 SH 56, Town of Potsdam, County of St. Lawrence, State of New York with Tax Map No. 53.066-1-6 and against property owned by Doris E. Miller located at 6917 SH 56, Town of Potsdam, County of St. Lawrence, State of New York with Tax Map No. 53.066-1-5 and against property owned by Bradley L. Finley, Jr. located at 463 Oswegatchie Trail Rd, Town of Fine, County of St. Lawrence, State of New York with Tax Map No. 213.051-2-16 (hereinafter referred to as the "Properties"), and

WHEREAS, there are currently delinquent real property taxes due and owing in the amount of \$18,857.70, together with fees, penalties and interest in the amount of \$9,073.78 for a total of \$27,931.48 on the parcel owned by The Reddick Revocable Trust with Tax Map No. 173.039-1-9, there are currently delinquent real property taxes due and owing in the amount of \$9,936.12 together with fees, penalties and interest in the amount of \$5,452.66 for a total of \$15,388.78 on the parcel owned by The Reddick Revocable Trust with Tax Map No. 173.001-4-8 and there are currently delinquent real property taxes due and owing in the amount of \$15,164.54, together with fees, penalties and interest in the amount of \$13,068.47 for a total of \$28,233.01 on the parcel owned by Elenor R. Mallette with Tax Map No. 221.001-1-29.1, and there are currently delinquent real property taxes due and owing in the amount of \$28,002.30, together with fees, penalties and interest in the amount of \$68,030.31 for a total of \$96,032.61 on the parcel owned by Scott T. Ferry with Tax Map No. 53.066-1-6, and there are currently delinquent real property taxes due and owing in the amount of \$6,051.85, together with fees, penalties and interest in the amount of \$5,560.31 for a total of \$11,612.16 on the parcel owned by Doris E. Miller with Tax Map No. 53.066-1-5, and there are currently delinquent real property taxes due and owing in the amount of \$15,757.32, together with fees, penalties and interest in the amount of \$13,743.41 for a total of \$29,500.73 on the parcel owned by Bradley L. Finley, Jr. with Tax Map No. 213.051-2-16, and

WHEREAS, the Properties are each known to have had historic storage and/or sale of gasoline and other petroleum products and are believed to be potentially contaminated with petroleum, and

WHEREAS, the County wants to have an initial Phase I environmental investigation conducted on the properties to obtain information about the environmental conditions and to

January 3, 2023

identify any recognized environmental conditions that may need further investigation, including subsurface exploration, so that the County can make an informed decision concerning the properties prior to a judgment of foreclosure being entered, and

WHEREAS, Odin Environmental has submitted a proposal whereby they will perform a Phase I examination of the properties (T1013254 43007) for eleven thousand, eight hundred and forty dollars (\$11,840) to determine whether any subsurface exploration is required, and

WHEREAS, the Phase I environmental investigation will include a review of available databases, literature, mapping, aerial photography, and fire insurance mapping obtained by Odin Environmental to identify obvious uses of the property back to 1940 or its first developed use, and

WHEREAS, in addition, Odin Environmental will perform a physical inspection of the properties, and

WHEREAS, the County Attorney and Consultant, Gary Bowitch, Esq. have reviewed the proposal and recommend awarding the contract to Odin Environmental,

NOW, THEREFORE, BE IT RESOLVED the Board of Legislators authorizes the Chair to sign a contract with Odin Environmental for Environmental Investigation on property owned by the Reddick Revocable Trust, Elenor R. Mallette, Scott T. Ferry, Doris E. Miller and Bradley L. Finley, Jr., upon approval of the County Attorney.

January 3, 2023

Finance Committee: 12-19-2022

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN A CUSTOMER AGREEMENT WITH SADA SYSTEMS, INC. FOR THE ACQUISITION OF GOOGLE WORKSPACE LICENSES

By Mr. Acres, Chair, Finance Committee

WHEREAS, the Information Technology Department has been participating in a Proof of Concept evaluation of Google Workspace for several months in 2022, and

WHEREAS, many favorable features were identified as potentially useful to the County, and

WHEREAS, the IT Department built and saved a considerable amount of work material in this Workspace and use it on a daily basis, and

WHEREAS, the pilot period has ended and licenses must be purchased (\$2,448) to continue use of this workspace, and

WHEREAS, competitive pricing is being offered through the NYS OGS Contract and is affordable under the IT Budget (CD016804 42004),

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a Customer Agreement with SADA Systems, Inc. for the purchase and acquisition of Google Workspace licenses, upon approval of the County Attorney.

January 3, 2023

Finance Committee: 12-19-2022

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN AN AGREEMENT WITH SLIC NETWORK SOLUTIONS, INC. FOR INSTALLATION AND SUPPORT SERVICES OF COMMUNICATIONS LINE FOR THE DEPARTMENT OF SOCIAL SERVICES SATELLITE OFFICE IN MASSENA

By Mr. Acres, Chair, Finance Committee

WHEREAS, the space requirements of the staff of the Department of Social Services continue to grow, and

WHEREAS, outreach to the public from the Massena area would be improved with Social Services staff working daily in a Massena-based office, and

WHEREAS, in the analysis of the pilot program, the Board of Legislators agreed to expand services in the Massena area, and support services for a communications for 280 Main Street Massena will be needed, and

WHEREAS, the terms of the agreement will begin the date of installation and continue for 24 months (DAS60104 42302), at which time it will continue on a monthly basis,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign an agreement with Slic Network Solutions, Inc. for the installation and support services for a communications line for the Department of Social Services Satellite Office in Massena, upon approval of the County Attorney.

January 3, 2023

Finance Committee: 12-19-2022

RESOLUTION NO. _____

OPPOSING ANY ALTERATIONS TO NEW YORK STATE LAW THAT WOULD CHANGE THE MISSION AND FUNCTION OF SOIL AND WATER DISTRICTS WITHOUT INPUT FROM THE COUNTY BOARD OF LEGISLATORS AND SUPERVISORS, NEW YORK FARM BUREAU, NYS DEPARTMENT OF AGRICULTURE AND MARKETS, AND THE FOUR-WAY PARTNERSHIP OF THE SOIL AND WATER DISTRICT SYSTEM THAT INCLUDE NATURAL RESOURCES CONSERVATION SERVICE (NRCS), NEW YORK ASSOCIATION OF CONSERVATION DISTRICTS (NYACD), THE STATE COMMITTEE, AND THE EMPLOYEE ASSOCIATIONS

By Mr. Acres, Chair, Finance Committee
Co-Sponsored by Mr. Denesha, District 6 and Ms. Curran, District 15

WHEREAS, there are 58 County Soil and Water Districts in New York State that provide programs and services to conserve, enhance, and protect soil and water resources across the State, and

WHEREAS, a group known as the “NYS Watershed Health Coalition” recently introduced a 35-page draft legislative bill that would fundamentally change State Soil and Water Conservation Law, and

WHEREAS, titles in the draft want to change the makeup of local Soil and Water Conservation Boards by weaving the environmental justice groundwork laid by the New York Climate Leadership and Community Protection Act and the Climate Action Council’s Draft Scoping Plan more deeply into the Soil and Water Conservation Districts law and the Agriculture and Markets law through a greater representation at the SWCC and SWCDs and in stakeholder engagement, and

WHEREAS, the proposed changes to the Soil and Water Conservation District Law would marginalize districts and empower environmental groups and lake associations, and

WHEREAS, there are serious concerns that this proposed legislation would negatively affect farmers across that State, including a proposed fertilizer tax and removing key Farm Bureau expertise from the Soil and Water Boards, and

WHEREAS, the changes being proposed would limit the ability of the Soil and Water Conservation Districts to protect the natural resources of New York, to implement conservation practices and to serve its farmers and landowners,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators opposes any alterations to New York State law that would change the mission and function of Soil And Water Districts without input from the County Board of Legislators and Supervisors, New York Farm Bureau, NYS Department of Agriculture and Markets, and the four-way partnership of the Soil and Water District System that include Natural Resources Conservation Service (NRCS), New York Association of Conservation Districts (NYACD), the State Committee, and the Employees Associations, and

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BE IT FURTHER RESOLVED that certified copies of this resolution be forwarded to Governor Kathy Hochul; Senator Joseph Griffo; Senator-elect Mark Walczyk; Senator Dan Stec; Assemblyman Ken Blankenbush; Assemblyman Billy Jones; Assemblyman Robert Smullen; Assemblyman-elect Scott Gray, and NYS Soil and Water Conservation District.

Note: Changes made at Committee are reflected in bold.

January 3, 2023

Finance Committee: 12-19-2022

RESOLUTION NO. _____

MODIFYING THE 2023 BUDGET FOR MOTOROLA SOLUTIONS, INC. FOR THE PURCHASE OF PUBLIC SAFETY COMMUNICATIONS EQUIPMENT, SOFTWARE, AND APPLICABLE MAINTENANCE SERVICES

By Mr. Acres, Chair, Finance Committee

WHEREAS, Emergency Services currently maintains a Very-High Frequency (VHF) analog un-encrypted radio system for fire departments, ambulance services, and law enforcement agencies operating within the County, and

WHEREAS, the current VHF radio system, which was implemented in 1988, replaced the previous low-band option owned and maintained by St. Lawrence County, and

WHEREAS, the current VHF radio system relies on antiquated and outdated equipment that is no longer supported by the manufacturer, some of which has started to fail in a faster progression than anticipated, and

WHEREAS, the current VHF radio system is experiencing frequent interruption, consistent static, intentional and unintentional unauthorized transmission on public safety frequencies, and overall coverage degradation as technology evolves causing an extreme deficit to public safety and the safety of responders in the County, and

WHEREAS, to explore the mitigation of these issues, Resolution No. 141-2014 authorized the use of Blue Wing Services to conduct a Communications Study and act as the public safety communications consultant, and

WHEREAS, Blue Wing Services assisted in the planning and construction of multiple public safety radio towers in Colton, Waddington, Hammond, Gouverneur, Massena, Russell, and Ogdensburg to assist in increasing the overall radio coverage, and

WHEREAS, Blue Wing Services recommends that in addition to the towers constructed, an overhaul of the current radio system is required to mitigate the issues faced and increase overall coverage, which will include switching from the current Very-High Frequency (VHF) band to a Ultra-High Frequency (UHF) band, and

WHEREAS, the Office of Emergency Services Radio Committee endorses the recommendations and plans set forth by Blue Wing Services, and

WHEREAS, St. Lawrence County issued a Request for Proposals on March 28, 2022, utilizing the recommendations of Blue Wing Services, to which St. Lawrence County received three (3) responses, and

WHEREAS, utilizing a scoring matrix, Motorola Solutions (Hereinafter referred to as "Motorola") was selected as the optimal company to provide the services required to completely overhaul the St. Lawrence County Radio system by Blue Wing Services, the Office of Emergency Services Radio Committee, and the Office of Emergency Services, and

WHEREAS, the proposal from Motorola was the lowest cost out of all the proposals received, totaling \$12,150,000, and

WHEREAS, the proposal includes the supply of tower-related radio hardware and equipment, dispatch center-related radio hardware and equipment, subscriber portable and mobile radios, applicable software, installation services, training, and warranty and maintenance services for ten years, and

WHEREAS, the Office of Emergency Services is able to provide \$8,000,000 in funding; \$5,000,000 has been dedicated from County American Rescue Plan Act Funds per Resolution #181-2022, and \$3,000,000 from the New York State Division of Homeland Security FY18 Statewide Interoperable Communications Targeted Grant (X2Z36402 25000 SICG), and

WHEREAS, the remaining \$4,150,000 will be paid by entering into a municipal lease with Motorola at an interest rate of 4.99%, equating to an annual payments of \$958,227.74,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with Motorola Solutions for the purchase of Public Safety Communications Equipment, Software, and Applicable Maintenance Services, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the Treasurer is authorized to modify the 2023 Budget for Emergency Services, as follows:

INCREASE APPROPRIATIONS:

XP930202 25000 ARP6	X ARP 6.1 Communication Equipment	\$5,000,000
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INCREASE REVENUE:

XP940895 57000 ARP6	X ARP 6.1 Revenue Communication Equipment	\$5,000,000
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BE IT FURTHER RESOLVED that the Chair be authorized to enter into a municipal lease purchase for the balance due and owing on the 12.15M Radio Communication Project, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with Motorola Solutions for warranty and maintenance services with a contract duration of ten (10) years, upon approval of the County Attorney,

BE IT FURTHER RESOLVED that any remaining funds will be rolled over to future budgets until fully expended.

January 3, 2023

Finance Committee: 12-19-2022

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN CONTRACTS

By Mr. Acres, Chair, Finance Committee

WHEREAS, the following organizations have appropriations in the 2023 St. Lawrence County Budget,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign contracts with each of the organizations listed, upon approval of the County Attorney:

<u>ORGANIZATIONS:</u>	<u>ACCOUNT NUMBERS:</u>	<u>AMOUNT:</u>
ABS Solutions (IT)	CDO16804 43007	\$3,000
Alzheimer's Disease & Related Disorders Assoc.	OA067724 43007	Rate Schedule
Catholic Charities (Incest Offenders)	DAS60104 430CA	\$42,000
Catholic Charities (CSS)	A4143224 465CC	\$234,310
Catholic Charities (CRV)	A4243224 465CC	\$122,823
Childcare Coordinating Council of North Country	Various Accounts	Rate Schedule
Children's Home of Jefferson County	A4443224 465CH	\$20,498
Children's Home of Jefferson County (Fost. Futures)	DSC61194 465IL	\$71,000
Citizen Advocates	A4143224 465CA	\$19,145
Claxton-Hepburn Medical Center (Lifeline) (DSS)	Various Accounts	\$30 per month per case
Claxton-Hepburn Medical Center (Lifeline) (OFA)	Various Accounts	\$30 per month per case
Cornell Cooperative Extension (BOL)	B1A87504 465CE	\$323,646
Cornell Cooperative Extension (OFA)	ON067724 430SF	\$6,000
Cornell Cooperative Extension (PH)	PP040104 465CE	\$109,211
Mental Health Counseling Services of NNY	Various Accounts	Rate Schedule
DeKalb Development Fund	ON067724 40700	\$4,140
Dr. Michael Sikirica, Medical Examiner	PC011854 43016	Rate Schedule
Family Counseling Services of NNY, Inc.	Various Accounts	Rate Schedule
Gouverneur Community Center, Inc.	ON067724 40700	\$7,800
Glens Falls Hospital	PC011854 451000 and PC011854 407MF	Rate Schedule
SLC CDP Gouv Neigh Center (HEAP Outreach)	DAH60104 430OF HEAP	\$35 per unit
Health Services of Northern New York	OA067724 43007	Rate Schedule
Homemakers of Western NY	OA067724 43007	Rate Schedule
Horizon Information Systems, Inc.	DAS60104 47801	(up to) \$1,300
Horizon Information Systems, Inc. (Programming)	DAS60104 47801	Rate Schedule
James McGuinness & Associates, Inc.	PK040504 42004	\$9,500
LabCorp	DAC60104 43004	\$51 per unit
Linda Buchanan	ON067724 43007	Rate Schedule
Legal Aid Society of Northeastern NY, Inc.	OA067724 43002	\$10,000
Massena Meals on Wheels	ON067724 430CA	\$43,000
Morristown Fire District	ON067724 40700	\$6,600
Network Experts of NY (IT)	CD016804 43007	\$3,000
Neurodevelopmental Health Services	Various Accounts	Rate Schedule
North Country Freedom Homes	A2342504 46500	\$615,920
North Country Transitional Living Services (CRV)	A4243224 465TL	\$104,335
North Country Transitional Living Services (OFS)	A4443224 465TL	\$146,307
Northern Border Counseling Services	Various Accounts	Rate Schedule
Northern Border Counseling Services (employee)	Various Accounts	Rate Schedule
Northern Lights Home Health Care	OA067724 43007	Rate Schedule

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Northern Regional Center (OFS)	A4443224 465NR	\$178,202
NYS DOCCS Office	ON067724 45200	\$2,000
NYSID, Inc.	DAA60104 43006	(up to) \$185,000
Our Lady of Lourdes Hospital and Twin Tier Pathology	PC011854 451000 and PC011854 407MF	Rate Schedule
Peter Ladd, PhD	Various Accounts	Rate Schedule
Qualified Individuals	DAS60104 430QI	Rate Schedule
Reachout, Inc. (CSS)	A4143224 465RO	\$53,103
Reachout, Inc. (CRV)	A4243224 465RO	\$285,750
Reachout, Inc. (CRV)	A4243224 465RO HLINE	\$27,000
Reachout, Inc. (CPP)	A4343224 465RO	\$35,781
RelComm	CD016804 43007	\$2,000
Renewal House (Services Non-Residential)	DPF61094 46500 ADC	(up to) \$105,034
Renewal House (Indirects/Residential)	DSG60704 46500 DVIO	(up to) \$101,207
Renewal House (TANF, Non-Residential)	DSG61094 46500 DVIO	(up to) \$36,473
Residential Treatment and Detention Centers	Various Accounts	Rate Schedule
Rubenzahl, Knudsen & Assoc. Psych Services	Various Accounts	Rate Schedule
Safe Harbour	Various Accounts	\$44,217
School Districts	Various Accounts	Rate Schedule
Scientific Consulting of Western, New York, Inc.	PC011854 43016	Rate Schedule
SL Child Care Council (Registration Activities)	DSD60554 46500 CCBG	\$116,487
SL Child Care Council (Legally Exempt)	DSD60554 46500 CCBG	\$77,685
SLC Chamber of Commerce	B1064104 465CC	\$238,562
SLC Dept. of Community Services	DAS60104 43007 CCDS	(up to) \$210,000
SLC Dept. of Community Services (Empl. Csling)	DAS60104 45100	Rate Schedule
SLC Dept. of Community Services (Qualified Ind.)	DSC61194 465PS	Rate Schedule
SLC District Attorney (Investigations)	DAB60104 430FI	(up to) \$81,815
SLC Historical Association	B1M75104 46000	\$16,222
SLC Information Technology	DAA60104 47802	(up to) \$189,108
SLC Sheriff's Department Forensics	A4443224 465SH	\$125,062
SLC Soil & Water Conservation District	B1S87304 46000	\$40,423
SLC Trails Services Agreement	B1070204 46000	\$72,000
SLC Forestry	BF087104 43007	\$80,000
SL-Lewis BOCES (Parenting Education)	DSG60704 465PE	\$179,545
Seaway Valley Prevention Council (SVPC)	A2442504 46500	\$1,076,057
Seaway Valley Prevention Council	A4143224 465SV	\$43,672
Seniors Helping Seniors	OA067724 43007	Rate Schedule
St. Joseph's Rehabilitation Center	A2142304 46500	\$171,024
St. Lawrence Health System	PC011854 451000 and PC011854 407MF	Rate Schedule
STEP-BY-STEP (CSS)	A4143224 465SS	\$100,638
STEP-BY-STEP (CRV)	A4243224 465SS	\$98,333
STEP-BY-STEP (CPP)	A4343224 465SS	\$185,267
Transitional Emp. Advancement Program (TEAP)	Various Accounts	Rate Schedule
The Arc Jefferson-St. Lawrence NY (CSS)	A4143224 465AR	\$222,554
The Arc Jefferson-St. Lawrence NY (CRV)	A4243224 465AR	\$61,101
The Arc Jefferson-St. Lawrence NY (OFS)	A4443224 465AR	\$257,259
Town of Fine	ON067724 40700	\$4,200
United Helpers (CRV)	A4243224 465UH	\$29,255
United Helpers (OFS)	A4443224 465UH	\$646,593
Usherwood Office Technologies	CD016804 43007	\$2,000
Venesky & Company	PA040104 43003	\$32,650
Volunteer Transportation Center	OA067724 443VT	\$50,000
Volunteer Transportation Center (DSS)	Various Accounts	Rate Schedule
Wendy's Wonderful Kids	DAS60104 430HF	Rate Schedule
Youth Advocate Programs, Inc. /YAP (CORE)	DSC61194 465YA	\$762,280
YAP (Raise the Age)	Various Accounts	\$399,926
YAP (Reunification)	DSC61094 465YA PRP	\$1,206,025
YAP (YES)	DSC61094 465YA PJDC	\$417,534

January 3, 2023

Finance Committee: 12-19-2022

RESOLUTION NO. _____

NEWSPAPER DESIGNATION

By Mr. Acres, Chair, Finance Committee

WHEREAS, Section 214, Subdivision 2, of the New York State County Law, requires that the Board of Legislators annually designate at least two (2) newspapers published within the County as official newspapers for the publication of all local law notices and other matters required by law to be published, and

WHEREAS, said section requires that the designation take into consideration two major political parties,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators hereby designates the following newspapers for various publication purposes for the year 2023:

LOCAL LAWS AND OTHER MATTERS REQUIRED BY LAW TO BE PUBLISHED

Johnson Newspapers

North Country This Week

Gouverneur Tribune Press

January 3, 2023

Finance Committee: 12-19-2022

RESOLUTION NO. _____

MODIFYING THE 2022 BUDGET FOR THE COUNTY ADMINISTRATOR’S OFFICE FOR COSTS ASSOCIATED WITH COURT-ORDERED TREATMENT SERVICES AT NEW YORK STATE OPERATED INPATIENT MENTAL HYGIENE FACILITIES

By Mr. Acres, Chair, Finance Committee

WHEREAS, New York Mental Hygiene Law, Section 43.03 (c) mandates a county cost for persons receiving services, pursuant to a court order, at a state-operated inpatient facility for indefinite/extended periods of time, and

WHEREAS, counties are mandated to incur the cost of court ordered charge backs which are haphazard, disproportionate, and cannot be accurately budgeted, forecasted or planned for, and

WHEREAS, in 2020 an administrative change was made by New York State to the payment structure for these costs which shifted a former shared expense between the State and the County to a one-hundred percent (100%) county cost, and

WHEREAS, since the change (2020-2021), St. Lawrence County has spent in excess of \$3.6M, on the care and treatment of individuals being held pursuant to order of a criminal court, and

WHEREAS, invoices for 2022 have been paid through September totaling \$1,528,251, and the invoice due for October is \$78,951 with the anticipation of receiving bills each month after that through December 2022,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2022 Budget for the County Administrator’s Office for costs associated with court-ordered treatment services at New York State operated inpatient mental hygiene facilities, as follows:

DECREASE APPROPRIATIONS

B1019904 49700 B SPEC Contingency Account \$146,094

DECREASE UNAPPROPRIATED FUND BALANCE:

01TG0911 50300 Fund Balance, Unreserved Unappropriated \$10,000

INCREASE APPROPRIATED FUND BALANCE:

01TG0910 50300 Fund Balance, Unreserved Appropriated \$10,000

INCREASE APPROPRIATIONS:

BL010104 43007 B Other Fees & Services \$156,094

January 3, 2023

Finance Committee: 12-19-2022

RESOLUTION NO. _____

MODIFYING THE 2022 BUDGET FOR THE ASSIGNED COUNSEL PROGRAM

By Mr. Acres, Chair, Finance Committee

WHEREAS, the cost for Assigned Counsel for Indigent Defense has exceeded the 2022 budgeted appropriations, and

WHEREAS, the cost of providing indigent defense continues to increase with eligibility standards changing and it is the intent of the County to access some of the proposed funding to address the cost associated with criminal and appeal cases,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2022 Budget for the Assigned Counsel Program, as follows:

DECREASE APPROPRIATIONS:

IP011701 12000	I PDP Supervisory/Administrative	\$90,000
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DECREASE UNAPPROPRIATED FUND BALANCE:

01TG0911 50300	Fund Balance, Unreserved Unappropriated	\$20,000
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INCREASE APPROPRIATED FUND BALANCE:

01TG0910 50300	Fund Balance, Unreserved Appropriated	\$20,000
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INCREASE APPROPRIATIONS:

IA011704 430AC	IA AC Appeals Cases	\$25,000
IA011704 430CC	IA AC Criminal Cases	46,000
IA011704 430FC	IA AC Family Court Cases	<u>39,000</u>
		\$110,000

January 3, 2023

RESOLUTION NO. _____

AUTHORIZING FILLING OF VACANCIES

By Mr. Sheridan, District 4 and Mr. Perkins, District 7

WHEREAS, Resolution Nos. 281-2008 and 198-2011 implemented a non-essential hiring freeze and created a thirty day delay of filling positions and implemented emergency measures that provided an exception for positions completely funded by an outside source to be filled, respectively in response to the fiscal challenges faced by the County, and

WHEREAS, Resolution No. 222-2015 that affirmed the 2008 hiring freeze and extended the standard delay for filling vacancies to 60 days, and Resolution No. 226-2015 reinstated the Vacancy Review Committee to be inclusive of Legislators and staff to return recommendations for filling vacancies going forward, and

WHEREAS, Resolution No. 369-2019 and Resolution No. 253-2020 authorized the continuance of the current vacancy review process with a recommendation that the vacancies continue to be deliberated at each jurisdictional committee, but one resolution be created for all approved positions to be considered at the Regular Board Meeting,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the fill of each of the following vacancies which have been reviewed and recommended to be filled or created and filled by the Vacancy Review Committee:

Department/Unit:	Title:	Position	Type	Duration	Timeline
Probation	Probation Officer	610000030	FT	Permanent	60 days
Community Services	Deputy Director of Community Services*	519700002	FT	Provisional	30 days
Social Services/Medicaid	Social Welfare Examiner	814000068	FT	Contingent	Immediate
Social Services/TA/SNAP	Social Welfare Examiner	814000065	FT	Contingent	Immediate
Social Services/TA/SNAP	Administrative Assistant	005200005	FT	Contingent	Immediate
Social Services	Secretary to the Commissioner of DSS*	819900001	FT	Provisional	Immediate
Highway	Motor Equipment Operator*	310100037	FT	Permanent	Immediate
Solid Waste	Heavy Equipment Operator*	309800020	FT	Permanent	Immediate
District Attorney	Legal Secretary*	005300012	FT	Permanent	Immediate
District Attorney	Legal Secretary*	005300014	FT	Permanent	Immediate
District Attorney	Secretary I*	005100028	FT	Permanent	Immediate

*new position

**these positions were authorized to be added at the December Finance Committee.

BE IT FURTHER RESOLVED that Position No. 312700003, Sign Maintenance Worker, be abolished in the Highway Department, and

BE IT FURTHER RESOLVED that Position Nos. 005300012; 005300014; and 005100028 in the District Attorney’s Office were authorized directly by the Board of Legislators to be included on this resolution and to be filled once the positions become vacant, and

BE IT FURTHER RESOLVED for any positions funded by grants, and the grant goes away, those positions will be abolished,

January 3, 2023

BE IT FURTHER RESOLVED that the appointing authorities are authorized to fill the positions as provided for in the resolution.

January 3, 2023

RESOLUTION NO. _____

REAPPOINTMENT OF THE COUNTY ATTORNEY

By Mr. Acres, Chair, Finance Committee

WHEREAS, New York State Law mandates that each County appoint an Attorney-at-Law as the County Attorney for the term of office for which the members of the Board are elected, and

WHEREAS, Resolution No. 32-2019 reappointed Stephen Button as County Attorney to a term that commenced January 1, 2019 and ended December 31, 2022, and

WHEREAS, a review has been completed by the County Administrator and a recommendation for a four (4) year reappointment has been made, and

WHEREAS, a reappointment is recommended for a term of January 1, 2023 through December 31, 2026,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators reappoints Stephen Button as the County Attorney, at a salary of \$164,609, with a term retroactive to January 1, 2023 through December 31, 2026.

January 3, 2023

RESOLUTION NO. _____

REAPPOINTMENT OF THE PUBLIC DEFENDER

By Mr. Acres, Chair, Finance Committee

WHEREAS, Resolution No. 230-2019 appointed James McGahan to a one-year term as the Public Defender for St. Lawrence County, and

WHEREAS, Resolution No. 176-2020 reappointed James McGahan with a term to end December 31, 2022, and

WHEREAS, a review has been completed by the County Administrator and a recommendation for a four (4) year reappointment has been made, and

WHEREAS, a reappointment is recommended for a term of January 1, 2023 through December 31, 2026,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators reappoints James McGahan as the Public Defender, at a salary of \$105,821, with a term retroactive to January 1, 2023 through December 31, 2026.

January 3, 2023

RESOLUTION NO. _____

**MODIFYING THE 2022 BUDGET FOR THE OFFICE OF THE DISTRICT ATTORNEY
FOR INCREASED COSTS OF TRIALS IMPACTING ACCOUNTS FOR WESTLAW,
WITNESS FEES, FUEL CHARGES, AND OTHER FEES AND SERVICES**

By Ms. Curran, District 15

WHEREAS, due to an increase in cases and the cost of trials, additional expenses were incurred above the 2022 budgeted amounts, and

WHEREAS, it is necessary to modify the 2022 Budget for the Office of the District Attorney Budget to cover these additional costs,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2022 Budget for the Office of the District Attorney for increased costs of trials including westlaw, witness fees, fuel charges, and other fees and services, as follows:

DECREASE APPROPRIATIONS:

J1030895 56000	J State Aid Special Items	\$27,000
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INCREASE APPROPRIATIONS:

J1011654 42600	J Books and Periodicals	\$3,110
J1011654 43001	J Witness Fees	7,300
J1011654 43007	J Other Fees and Services	14,590
J1011654 44100	J I/D Fuel Charges	<u>2,000</u>
		\$27,000