

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

RUTH A. DOYLE
County Administrator

WILLIAM J. SHERIDAN
Chair, Board of Legislators

OPERATIONS COMMITTEE AGENDA

MS. RITA CURRAN, CHAIR

MONDAY, OCTOBER 18, 2021

*****BOARD ROOM AND LIVE VIA YOUTUBE*****

***** IMMEDIATELY FOLLOWING SERVICES COMMITTEE *****

- 1. CALL TO ORDER AND APPROVAL OF AGENDA**
- 2. APPROVAL OF MINUTES** – September 20
- 3. PLANNING – JASON PFOTENHAUER**
 - A. Authorizing the Creation of a Reserve for Public Transportation Revenue (Res)
 - B. Authorizing the Chair to Appoint the County Planning Director as Certifying Officer for Environmental Review as Required by FY 2021 CDBG - Cares Grant Award (Res)
 - C. Authorizing the Chair to Sign a Contract with New York State Office of Community Renewal for a Community Development Block Grant FY 2021 CDBG - Cares Grant Award
- 4. LEGISLATOR RITA CURRAN**
 - A. Establishing a Foster Care Resource Policy Ceasing the Future Placement of Children into Foster Care Owned and Operated by Employees of the Department of Social Services (Res)
- 5. COUNTY ADMINISTRATOR’S REPORT**
 - A. Authorizing the Closure of a Capital Project for County Website Redesign Project (Res)
- 6. VACANCY REVIEW COMMITTEE – RUTH DOYLE**
 - A. Sheriff
 1. Fill four (4) Deputy Positions, Position Nos. 605000xx
 2. Fill Sergeant, Position No. 6051000xx
- 7. COMMITTEE REPORTS**
 - A. Agriculture & Farmland Protection Board (Denesha)
 - B. Alternatives to Incarceration Board (Burke)
 - C. Board of Trustees for Supreme Court Library (Fiacco)

- D. Emergency Medical Services Advisory Board (Curran)
- E. Environmental Management Council (Terminelli)
- F. Fire Advisory Board (Denesha)
- G. Intercounty Legislative Committee (Curran)
- H. Jury Board (Sheridan)
- I. Planning Board (Fay)

8. OLD/NEW BUSINESS

9. EXECUTIVE SESSION

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

10. ADJOURNMENT – If there is no further business.

November 1, 2021

Operations Committee: 10-18-2021

RESOLUTION NO. _____

**AUTHORIZING THE CREATION OF A RESERVE FOR
PUBLIC TRANSPORTATION REVENUE**

By Ms. Curran, Chair, Operations Committee

WHEREAS, Resolution No. 265-2020 authorized the Chair to sign bus advertising agreements, and

WHEREAS, the revenue that is generated from these agreements is used to offset public transportation operating expenses and to satisfy the local match requirement of the County for State and Federal rural transit funds, and

WHEREAS, a reserve account is needed for net proceeds of bus advertising revenue to pay for future public transportation expenses (N2B17895 55000),

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to create the Public Transportation Fund Reserve (01TG0899 50300 PT) for the exclusive use of public transportation equipment and operations.

November 1, 2021

Operations Committee: 10-18-2021

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO APPOINT THE COUNTY PLANNING DIRECTOR
AS THE CERTIFYING OFFICER FOR ENVIRONMENTAL REVIEW
AS REQUIRED BY FY 2021 CDBG - CARES GRANT AWARD**

By Ms. Curran, Chair, Operations Committee

WHEREAS, in 2021 St. Lawrence County successfully applied for \$580,000 through the New York State Office of Community Renewal (OCR) under the Community Development Block Grant COVID-19 Program (CDBG-CARES) in order to assist low-income households that have been impacted by the COVID-19 pandemic to make repairs to their homes, and

WHEREAS, the County was notified of its grant award on October 15, 2021, and

WHEREAS, the CDBG Program requires that the County compile an Environmental Review Record (ERR), and to appoint a Certifying Officer for that purpose, and

WHEREAS, the County Planning Office has experience in administering CDBG-funded programs, and the Planning Director has previously served as Certifying Officer for CDBG ERRs,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the County Planning Director to serve as the Certifying Officer for environmental review as required by FY 2021 CDBG - Cares Grant, upon approval of the County Attorney.

November 1, 2021

Operations Committee: 10-18-2021

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH NEW YORK STATE
OFFICE OF COMMUNITY RENEWAL FOR A COMMUNITY DEVELOPMENT
BLOCK GRANT FY 2021 CDBG - CARES GRANT AWARD**

By Ms. Curran, Chair, Operations Committee

WHEREAS, the New York State Office of Community Renewal (OCR) awarded \$580,000 in Community Development Block Grant (CDBG) funds for St. Lawrence County to establish and administer the CDBG-CARES Housing Rehabilitation Program, and

WHEREAS, these funds will be used to provide housing rehabilitation assistance to approximately ten (10) eligible, income-qualified households in communities across the County that have been impacted by the COVID-19 pandemic,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract and related documents with New York State Office of Community Renewal to establish a CDBG-CARES Housing Rehabilitation Program, upon approval of the County Attorney.

November 1, 2021

Operations Committee: 10-18-2021

RESOLUTION NO. _____

ESTABLISHING A FOSTER CARE RESOURCE POLICY REGARDING THE FUTURE PLACEMENT OF CHILDREN INTO FOSTER CARE OWNED AND OPERATED BY EMPLOYEES OF THE DEPARTMENT OF SOCIAL SERVICES

By Ms. Curran, Chair, Operations Committee

WHEREAS, the goal of the foster care system is to ensure the safety and well-being of children, and

WHEREAS, in order to provide a safe, stable environment it is sometimes necessary to temporarily place children in homes to live while the Court and the various parties in Family Neglect and Abuse Legal Actions develop a case plan, and

WHEREAS, federal law requires the Department of Social Services to establish a "Permanency Plan" for each child in foster care (meaning, a plan for where the child will live when they leave foster care - whether they go home to their family [reunification], live permanently with a relative [kinship care], or are placed for adoption), and

WHEREAS, Permanency Plans are established and reviewed by Family Court every six (6) months in which a child remains in foster care, and

WHEREAS, Permanency Plans also include services that families must complete in order for children to return home, and

WHEREAS, in most cases, if a child remains in foster care for fifteen (15) out of twenty-two (22) months the law requires the child welfare agency to ask the court to terminate parental rights ending the legal parent/child relationship, and

WHEREAS, during these periods of times in which a child is not placed in the home of their parent or biological guardian but is instead placed in the home of another (e.g. // grandparent, aunt, foster care home, emergency certified foster care placement, etc.) through the care of the Commissioner of Social Services, the child is deemed to be in 'foster care', and

WHEREAS, as has been the case with many counties, due to a scarcity of foster care resources, the St. Lawrence County Department of Social Services has permitted employees to act as foster care resources, and

WHEREAS, while not prohibited by law, questions have arisen from the public regarding the continued practice of permitting employees of the Department of Social Services from acting as foster care placement options, and

WHEREAS, there are currently approximately ten (10) children in the care of the Department of Social Services Commissioner who are placed in a foster care with an employee of the Department of Social Services, and

November 1, 2021

WHEREAS, the Board wishes to adopt a policy that recognizes the concerns of the general public while simultaneously recognizing that many of these children have become comfortable and are well cared for in their current settings, and

WHEREAS, establishing a policy that ceases future placements of children in care in employee foster care settings, while permitting those currently placed to remain there, may be in the best interests of both the County and the children, and

WHEREAS, the Board recognizes that any policy is subject to the determination of the Court of what is in the best interests of the children as well any applicable federal, state, and local law that governs the placement of children in foster care to include sibling placement, and

NOW, THEREFORE, BE IT RESOLVED the Board of Legislators authorizes establishing a Foster Care Resource Policy regarding the future placement of children into foster care owned and operated by employees of the Department of Social Services, and

BE IT FURTHER RESOLVED that the policy will be subject to any countervailing requirement imposed by federal, state, or local law, and

BE IT FURTHER RESOLVED that the policy will be establish no later than December 31, 2021, and

BE IT FURTHER RESOLVED nothing in this resolution should be construed as a prohibition on County employees from acting as foster care placement resources where the child, or children, are not placed in the care of the St. Lawrence County Commissioner of the Department of Social Services.

November 1, 2021

Operations Committee: 10-18-2021

RESOLUTION NO. _____

**AUTHORIZING THE CLOSURE OF A CAPITAL PROJECT
FOR THE WEBSITE REDESIGN PROJECT**

By Ms. Curran, Chair, Operations Committee

WHEREAS, Resolution No. 282-2019 authorized the Chair to sign a contract with Catalog & Commerce Solutions, LLC, dba Discover eGov, for the Website Redesign Project and authorized Treasurer created a Capital Project (CD616804 43007 2702) in the amount of \$35,000, and

WHEREAS, a newly redesigned St. Lawrence County website went live in July of 2020, and the new website presents some new features, streamlines information, and provides an updated design to maximize the utilization for all visitors to the County Website, and

WHEREAS, the new County website is averaging over forty thousand (40,000) hits per month and quickly became a central location for COVID-19 Information for St. Lawrence County, and

WHEREAS, in addition, an entirely new concept has been introduced for county employees called 'My SLC' Intranet which is a centralized repository for internal software applications, information, documents, reservation calendars, events, employee appreciation, trainings, and more went live in August of 2021, and

WHEREAS, the Capital Project met its goals, came in on budget, and the project is now complete, and

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the closure of the Capital Project created for the Website Redesign Project.

St. Lawrence County Vacancy Authorization Form

Sheriff



Type: Fill

Deputy

Subunit (If Applicable):

Date Submitted: 9/23/2021

Reason Vacated: Promotion

Position Number: 6050000XX

Date Vacated:

Position # Abolished:

Position Will Be: Fulltime

Last Fill Date:

Hours Per Week: 40

Appointee Will Be: Contingent-Permanent

Budget

Fill Request Timeline: Immediately

Temporary Position? No

Salary of Person Leaving: \$61,942

Revenue Generating: No 0 %

Benefits: Yes \$29,825

Reimbursed by State or Federal Funds: No 0 %

Base Salary: \$42,489

Budget Mod Attached, If Required?

Grade:

Net County Cost: \$91,767

Detailed Justification

What is the impact on your department if this position is not filled? Please provide, in detail, the need to fill the position. Please include the service provided, if it is mandated, number of people (clients) affected, and what you will do if the position is not filled.

This position will be open due to a Road Sergeant (605100002) retirement on 10/30/2021. We plan to promote a Deputy to the Sergeant position and will need to canvas for a Deputy quickly as Academy begins early January 2022 and it is important that this position be filled timely so the candidate can enter Academy.

If this position is not filled, the safety of the citizens of St. Lawrence County are at a greater risk and there is potential for increased overtime costs.

Department Head:

Brooks J. Bjornson

Approved?

Yes No

County Administrator:

Resolution #:

St. Lawrence County Vacancy Authorization Form

Sheriff



Type: Fill

Deputy

Subunit (If Applicable):

Date Submitted: 9/23/2021

Reason Vacated: Promotion



Position Number: 6050000XX

Date Vacated:

Position # Abolished:

Position Will Be: Fulltime



Last Fill Date:

Hours Per Week: 40

Appointee Will Be: Contingent-Permanent

Budget

Fill Request Timeline: Immediately

Temporary Position? No

Salary of Person Leaving: \$61,942

Revenue Generating: No 0 %

Benefits: Yes \$29,825

Reimbursed by State or Federal Funds: No 0 %

Base Salary: \$42,489

Budget Mod Attached, If Required?

Grade:

Net County Cost: \$91,767

Detailed Justification

What is the impact on your department if this position is not filled? Please provide, in detail, the need to fill the position. Please include the service provided, if it is mandated, number of people (clients) affected, and what you will do if the position is not filled.

This position will be open due to a Road Sergeant (605100001) passing away on 8/19/2021. We plan to promote a Deputy to the Sergeant position and will need to canvas for a Deputy quickly as Academy begins early January 2022 and it is important that this position be filled timely so the candidate can enter Academy.

If this position is not filled, the safety of the citizens of St. Lawrence County are at a greater risk and there is potential for increased overtime costs.

Department Head:

Brooks J. Bjornson

Approved?

Yes No

County Administrator:

Resolution #:

St. Lawrence County Vacancy Authorization Form

Sheriff



Type: Fill Deputy

Subunit (If Applicable): _____ Date Submitted: 9/23/2021

Reason Vacated: Promotion Position Number: 6050000XX

Date Vacated: _____ Position # Abolished: _____

Position Will Be: Fulltime Last Fill Date: _____

Hours Per Week: 40 Appointee Will Be: Contingent-Permanent

Budget

Fill Request Timeline: Immediately Temporary Position? No

Salary of Person Leaving: \$65,392 Revenue Generating: No 0 %

Benefits: Yes \$31,486 Reimbursed by State or Federal Funds: No 0 %

Base Salary: \$64,053 Budget Mod Attached, If Required?

Grade: **Net County Cost: \$96,878**

Detailed Justification

What is the impact on your department if this position is not filled? Please provide, in detail, the need to fill the position. Please include the service provided, if it is mandated, number of people (clients) affected, and what you will do if the position is not filled.

This position will be open due to a Road Sergeant (605100004) promotion to Chief Deputy. We plan to promote a Deputy to the Sergeant position and will need to canvas for a Deputy quickly as Academy begins early January 2022 and it is important that this position be filled timely so the candidate can enter Academy.

If this position is not filled, the safety of the citizens of St. Lawrence County are at a greater risk and there is potential for increased overtime costs.

Department Head: *Brooks J. Bjornson*

Approved?
Yes No

County Administrator:

Resolution #:

St. Lawrence County Vacancy Authorization Form

Sheriff



Type: Fill



Deputy

Subunit (If Applicable):

Date Submitted: 9/23/2021

Reason Vacated: Retirement



Position Number: 6050000XX

Date Vacated: 12/00/2021

Position # Abolished:

Position Will Be: Fulltime



Last Fill Date:

Hours Per Week: 40

Appointee Will Be: Contingent-Permanent

Budget

Fill Request Timeline: Immediately

Temporary Position? No

Salary of Person Leaving: \$60,288

Revenue Generating: No 0 %

Benefits: Yes \$29,029

Reimbursed by State or Federal Funds: No 0 %

Base Salary: \$42,489

Budget Mod Attached, If Required?

Grade:

Net County Cost: \$89,317

Detailed Justification

What is the impact on your department if this position is not filled? Please provide, in detail, the need to fill the position. Please include the service provided, if it is mandated, number of people (clients) affected, and what you will do if the position is not filled.

This position will be open due to a retirement/move to an IT position. We will need to canvas for a Deputy quickly as Academy begins early January 2022 and it is important that this position be filled timely so the candidate can enter Academy.

If this position is not filled, the safety of the citizens of St. Lawrence County are at a greater risk and there is potential for increased overtime costs.

Department Head:

Brooks J. Bjornke

Approved?

Yes No

County Administrator:

Resolution #:

St. Lawrence County Vacancy Authorization Form

Sheriff



Type: Fill Sergeant

Subunit (If Applicable):

Date Submitted: 9/23/2021

Reason Vacated: Promotion

Position Number: 6051000XX

Date Vacated:

Position # Abolished:

Position Will Be: Fulltime

Last Fill Date: 08/27/2021

Hours Per Week: 40

Appointee Will Be: Contingent-Permanent

Budget

Fill Request Timeline: Immediately

Temporary Position? No

Salary of Person Leaving: \$65,392

Revenue Generating: No 0 %

Benefits: Yes \$31,486

Reimbursed by State or Federal Funds: No 0 %

Base Salary: \$64,053

Budget Mod Attached, If Required?

Grade:

Net County Cost: \$96,878

Detailed Justification

What is the impact on your department if this position is not filled? Please provide, in detail, the need to fill the position. Please include the service provided, if it is mandated, number of people (clients) affected, and what you will do if the position is not filled.

This position is open due to Sergeant promotion to Chief Deputy Sheriff. Since August of 2016, the criminal division has gone from having 8 Sergeants to 5, one Detective Sergeant and four Road Patrol Sergeants. This office can not operate safely and efficiently with 3 Road Patrol Sergeants if this position isn't approved. Now more than ever, due to bail reform, discovery reform, use of force changes and the recent pandemic supervision is a necessity to maintain continuity of this operation. There are currently 4 platoons that operate on 12-hour shifts with 24-hour road patrol coverage. This vacancy will leave an evening/midnight patrol platoon short with no supervision and this office paying "out of title" pay for a deputy to act as an Officer in charge while this position remains vacant. We will also need to canvas for a Deputy position that will need to enter Academy in January.

Department Head:

Approved?

Yes No

County Administrator:

Resolution #: