

BOARD OF LEGISLATORS
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RUTH A. DOYLE
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JOSEPH LIGHTFOOT
Chair, Board of Legislators

TO: St. Lawrence County Legislators and Other Interested People
FROM: Kelly S. Pearson, Deputy Clerk
DATE: September 30, 2020
SUBJECT: **BOARD MEETING AGENDA**

Attached is a copy of the agenda for the Board Meeting of the St. Lawrence County Board of Legislators on **Monday, October 5, 2020**, 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.

Attachments

October 5, 2020

Services Committee: 9-21-2020

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH HEALTH RESEARCH INC. (HRI) FOR EPIDEMIOLOGY AND LABORATORY CAPACITY (ELC) COVID-19 ENHANCED DETECTION AND MODIFYING THE 2020 BUDGET FOR THE PUBLIC HEALTH DEPARTMENT

By Mr. Sheridan, Chair, Services Committee

WHEREAS, Health Research Inc./New York State Department of Health (HRI/NYSDOH) will be awarding funding to local health departments (LHDs) for enhanced detection, surveillance and prevention of COVID-19, based on county populations plus a supplemental award based on percent of COVID-19 cases, and

WHEREAS, this funding is part of a Center for Disease Control (CDC) sponsored cooperative agreement for Epidemiology and Laboratory Capacity for Infectious Diseases (ELC), CFDS# 93.323, and

WHEREAS, this is for a two year period, July 1, 2020 – June 30, 2022, and seventy-five percent (75%) of the funds are available for expenditure immediately, and

WHEREAS, the majority of these funds are expected to be used to increase staffing capacity to conduct rapid and complete case and contact investigations and report data utilizing the CDCMS (CommCare), and

WHEREAS, upon the signing of this agreement, the Public Health Department will receive funding in the amount of \$308,906, and

WHEREAS, additionally a placeholder of \$1,000,000 will be added to the contract in case emergency funds are need to be allocated and disbursed quickly, which would allow for expedited procurement procedures,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with Health Research Inc./New York State Department of Health (HRI/NYSDOH) for Epidemiology and Laboratory Capacity (ELC) COVID-19 Enhanced Detection, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2020 Budget for the Public Health Department, as follows:

INCREASE REVENUE:

PPZ44895 57000 CVD	P ELC CVD Federal Aid	\$308,906
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INCREASE APPROPRIATIONS:

PPZ40101 18000 CVD	P ELC CVD Overtime	\$97,968
PPZ40101 19000 CVD	P ELC CVD Temporary & Part Time	51,439
PPZ40102 22002 CVD	P ELC CVD Personal Computers	3,553
PPZ40104 42001 CVD	P ELC CVD Computer Supplies	4,200
PPZ40104 42004 CVD	P ELC CVD Computer Software	2,000
PPZ40104 42302 CVD	P ELC CVD Other Phone Services	1,269
PPZ40104 43007 CVD	P ELC CVD Other Fees & Service	122,862
PPZ40108 81000 CVD	P ELC CVD Retirement	6,860
PPZ40108 83000 CVD	P ELC CVD Social Security	3,650
PPZ40108 84000 CVD	P ELC CVD Workmens Compensation	1,430
PPZ40108 84500 CVD	P ELC CVD Group Life Insurance	85
PPZ40108 86000 CVD	P ELC CVD Medical Insurance	12,780
PPZ40108 86500 CVD	P ELC CVD Dental Insurance	550
PPZ40108 89000 CVD	P ELC CVD Vision Insurance	<u>260</u>
		\$308,906

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

October 5, 2020

Services Committee: 9-21-2020

RESOLUTION NO. _____

**PROCLAIMING OCTOBER 25-31, 2020
AS NATIONAL LEAD POISONING PREVENTION WEEK**

By Mr. Sheridan, Chair, Services Committee

WHEREAS, St. Lawrence County Public Health Department is joining the national commitment to eliminating lead poisoning and observing National Lead Poisoning Prevention Week on October 25-31, 2020, and

WHEREAS, even low levels of lead exposure have been shown to affect the developing brains of children, and

WHEREAS, health problems caused by elevated blood lead levels are often invisible and irreversible in children, and

WHEREAS, the Public Health Department has worked to protect children by encouraging parents to have young children screened for elevated blood lead levels at 1 and 2 years of age, and

WHEREAS, the Centers for Disease Control and Prevention (CDC) estimates that approximately half a million children living in the United States have lead levels high enough to cause learning disabilities, behavioral problems, developmental delays, and, at very high levels, seizures, coma, and even death, and

WHEREAS, the Public Health Department recognizes the importance of educating parents and communities about the sources of lead exposure, and

WHEREAS, the Public Health Department joins the Centers for Disease Control and Prevention, the U.S. Environmental Protection Agency, and the U.S. Department of Housing and Urban Development in encouraging parents to learn more about lead exposure prevention, and

WHEREAS, increased awareness of childhood lead exposure is critically important so that parents, health care providers, housing authorities, building and construction interests, educators, and others can work together to prevent children from being exposed to lead in the environment, and

WHEREAS, the theme of the National Lead Poisoning Prevention Week is “Lead-Free Kids for a Healthy Future,” and underscores the importance of testing your home, testing your child, and learning how to prevent lead poisoning,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators proclaims October 25-31, 2020 as National Lead Poisoning Prevention Week.

October 5, 2020

Services Committee: 9-21-2020

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN CONTRACTS WITH CONTRACTORS, SUBCONTRACTORS, AND CONSULTANTS FOR OPIOID EPIDEMIC GRANT FUNDING AND MODIFYING THE 2020 BUDGET FOR THE PUBLIC HEALTH DEPARTMENT

By Mr. Sheridan, Chair, Services Committee

WHEREAS, the Public Health Department is responsible for the Opioid Epidemic Grant Funding (9/1/2020 – 8/31/2021) which is part of the Emergency Preparedness Program, and

WHEREAS, Public Health has been approved to received \$72,000 in funding from the New York State Department of Health to address the opioid epidemic in the community, and

WHEREAS, the grant will be used for educational materials and to provide multiple substance use, stigma and mental health education sessions, and

WHEREAS, training will be provided to superintendents/administrative staff at local public schools for Adverse Childhood Experiences (ACEs), Buprenorphine waiver trainings will be provided to medical providers, and collaboration with NYSDOH to provide clinical implementation trainings to providers who have already received MAT trainings,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign contracts with contractors, subcontractors and consultants for Opioid Epidemic Grant Funding, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the Treasurer is authorized to modify the 2020 Budget for the Public Health Department, as follows:

INCREASE REVENUE:

PPZ44895 57000 OP P Opioid Federal Aid \$72,000

INCREASE APPROPRIATIONS:

PPZ40101 11000 OP	P OP Direct Services Workers	\$11,134
PPZ40104 41102 OP	P OP Educational Workshops	1,300
PPZ40104 41901 OP	P OP Central Printing	250
PPZ40104 41902 OP	P OP Commercial Printing	1,350
PPZ40104 43005 OP	P OP Advertising Fees & Expense	18,050
PPZ40104 44500 OP	P OP Other Travel Reimbursement	7,700
PPZ40104 42000 OP	O OP Supplies and Expenses	2,000
PPZ40104 43007 OP	O OP Other Fees and Services	26,061
PPZ40108 81000 OP	P OP Retirement	1,483
PPZ40108 83000 OP	P OP Social Security	789

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PPZ40108 84000 OP	P OP Workers Compensation	308
PPZ40108 84500 OP	P OP Group Life Insurance	20
PPZ40108 86000 OP	P OP Hospital & Medical Insurance	1,381
PPZ40108 86500 OP	P OP Dental Insurance	118
PPZ40108 89000 OP	P OP Vision Insurance	<u>56</u>
		\$72,000

October 5, 2020

Services Committee: 9-21-2020

RESOLUTION NO. _____

**EXPANDING THE IMPAIRED DRIVER PROGRAM INTO FRANKLIN COUNTY AND
MODIFYING THE 2020 BUDGET FOR COMMUNITY SERVICES**

By Mr. Sheridan, Chair, Services Committee

WHEREAS, the Community Services Special Programs and the New York State Department of Motor Vehicles have been providing the Impaired Driver Program (IDP), and

WHEREAS, the Impaired Driver Program is a 16-hour educational course created by the New York State Department of Motor Vehicles under Vehicle and Traffic Law §1196 for those convicted of driving while intoxicated offenses who are requesting a conditional license or mandated by the court, and

WHEREAS, due to the retirement of the Franklin County program director, there is an option to expand the IDP Program and a need to hire another instructor which is currently taught by casual employees contracted through the Impaired Driver Program, and

WHEREAS, these instructors will be considered non-benefit, casual employees in compliance with CSEA contract and they will be appointed temporary which will allow for flexibility if program changes occur, and

WHEREAS, the flat rate salary is set at the rate of \$26.97 per hour for the Impaired Driver Instructors and will be increased each year by the percentage the Board of Legislators sets for management/non-union employees,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes expanding the Impaired Driver Program into Franklin County, and modifying the 2020 Budget for Community Services, as follows:

INCREASE APPROPRIATIONS:

A7333151 19000 FRN	A DDP Temporary & Part Time	\$1,484
A7333158 81000 FRN	A Retirement	208
A7333158 83000 FRN	A Social Security	104
A7333158 84000 FRN	A Workers Comp	46
A7333154 41103 FRN	A DDP Training Supplies	224
A7333154 41901 FRN	A DDP Central Printing	25
A7333154 42303 FRN	A DDP I/D Phone Charges	40
A7333154 42402 FRN	A DDP I/D Postage	48
A7333154 44100 FRN	A DDP I/D Fuel Charges	68
		<u>\$2,247</u>

INCREASE REVENUE:

A7316895 55000 FRN	A LR Drinking Driver Program	\$2,247
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Services Committee: 9-21-2020

RESOLUTION NO. _____

**MODIFYING THE 2020 BUDGET FOR SOCIAL SERVICES FOR COSTS
ASSOCIATED WITH FOSTER CARE AND MEDICAL ADMINISTRATION**

By Mr. Sheridan, Chair, Services Committee

WHEREAS, due to higher than anticipated costs in Foster Care and Medical Administration, changes to grant amounts, and changes to copier expenses it is necessary to modify the 2020 Social Services Budget,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorize the Treasurer to modify the 2020 Budget for Social Services for costs associated with Foster Care and Medical Administration, as follows:

INCREASE APPROPRIATIONS:

DAA60104 42101	A ADM Copying Equipment	\$43,200
DAG60104 43007 CB	D CB Other Fees and Services	4,817
DAG60104 43007 CCDS	D CCDS Colocation Chemical De	8,303
DAG60104 43007 FAR	D FAR Flex Funds Program	5,263
DAM60104 43007	D MAEL Other Fees	36,926
DSC61094 465IB CCEA	D EAF Institutional Board	<u>1,170,000</u>
		\$1,268,509

DECREASE APPROPRIATIONS:

DAC60104 42101	D SCU Copying Equipment	\$5,700
DAE60104 42101	D EMP Copying Equipment	2,000
DAG60104 445VD CB	D CB Volunteer Driver Travel	985
DAF60104 42101	D FS Copying Equipment	5,700
DAH60104 42101 HEAP	D HEAP Copying Equipment	1,500
DAM60104 42101	D MAEL Copying Equipment	3,800
DAP60104 42101	D TA Copying Equipment	5,500
DAS60104 42101	D SG Copying Equipment	19,000
DMM61004 46500	D Medicaid to State	<u>1,170,000</u>
		\$1,214,185

INCREASE REVENUE:

DA046105 57000	D FA General Administration	\$18,463
DA036105 56000	D SA General Administration	18,463
DAG36105 56000 CB	D Code Blue SA Revenue	3,832
DAG46105 57000 CCDS	D FA CCDS Colocation Chemical	8,303
DAG46105 57000 FAR	D FA FAR Funds	<u>5,263</u>
		\$54,324

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Services Committee: 9-21-2020

RESOLUTION NO. _____

AUTHORIZATION TO PURCHASE FACE MASKS FOR STUDENTS IN ST. LAWRENCE COUNTY AND MODIFYING THE 2020 BUDGET FOR THE YOUTH BUREAU

By Mr. Sheridan, Chair, Services Committee

WHEREAS, at the July meeting, the Youth Committee members stated an interest in increasing student safety awareness in wearing masks to prevent COVID-19, and to help decrease anxiety in students when returning to school, and

WHEREAS, the requirement to wear masks can be daunting for students, and this initiative is intended to help students in St. Lawrence County have a role in the design of the masks shared with their peers, and

WHEREAS, the St. Lawrence County Youth Advisory Board has recognized the need for students to have access to masks in St. Lawrence County, and

WHEREAS, a Design-A-Mask Contest was developed for all county students to submit mask designs as part of the Youth Committee initiative “It’s Your Task to Wear a Mask,”

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes purchasing face masks for students in St. Lawrence County, and

BE IT FURTHER RESOLVED that the Treasurer is authorized to modify the 2020 Budget for the Youth Bureau, as follows:

INCREASE APPROPRIATIONS:

Y2073104 46000	YDDP Payment	\$36,000
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DECREASE APPROPRIATIONS:

Y2038205 560SP	SA Summer	\$36,000
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Operations Committee: 9-21-2020

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN
ACCELERATED TRANSIT CAPITAL REIMBURSEMENT FORMS**

By Mr. Denesha, Chair, Operations Committee

WHEREAS, the New York State Department of Transportation has allocated \$101,659 in Accelerated Transit Capital funding to reimburse the County for eligible projects, and

WHEREAS, eligible projects include bus stop enhancements and equipment purchases with a minimum life span of ten (10) years, and

WHEREAS, these funds will be used for the local match of two buses delivered in 2020, and for the creation of a bus lane in front of the Harold B. Smith Building in Canton (N2B56302 23000 and N2B56302 25000),

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign Accelerated Transit Capital reimbursement forms, upon approval of the County Attorney, and

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

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Operations Committee: 9-21-2020

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN UP TO THREE, ONE-YEAR CONTRACT EXTENSIONS WITH VOLUNTEER TRANSPORTATION CENTER, INC. FOR FIRST MILE LAST MILE SERVICES

By Mr. Denesha, Chair, Operations Committee

WHEREAS, the First Mile Last Mile Program is a volunteer driver service that transports riders to and from a designated bus stop to locations that are at least three-quarter mile away, and

WHEREAS, First Mile Last Mile is fully funded by Section 5311 Operating Assistance with a local match from Volunteer Transportation Center, Inc., and

WHEREAS, there are no other known agencies in St. Lawrence County who provide volunteer driver services for the general public, and

WHEREAS, in 2019 the County entered into a two-year contract with Volunteer Transportation Center, Inc. to provide First Mile Last Mile services (N2B56304 43007), and

WHEREAS, the New York State Department of Transportation allows local governments to exercise up to three, one-year contract extensions for rural transit services,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign up to three, one-year contract extensions with Volunteer Transportation Center, Inc. for First Mile Last Mile Services, upon approval of the County Attorney, and

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

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Operations Committee: 9-21-2020

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN BUS ADVERTISING AGREEMENTS

By Mr. Denesha, Chair, Operations Committee

WHEREAS, the County owns a fleet of 16-seat and 28-seat passenger buses that are used for its Public Transit system, and

WHEREAS, bus exteriors are available to display advertising for local agencies, universities, organizations, and businesses, and

WHEREAS, bus wrap advertising revenue is used to offset public transportation operating expenses (N2B17895 55000) and satisfy local match requirement for State and Federal rural transit funds for the County,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign bus advertising agreements, upon approval of the County Attorney, and

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

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Operations Committee: 9-21-2020

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN A SUBRECIPIENT AGREEMENT WITH
THE NORTH COUNTRY HOUSING COUNCIL, INC. FOR THE DELIVERY
OF THE LEAD-BASED PAINT HAZARD REDUCTION PROGRAM**

By Mr. Denesha, Chair, Operations Committee

WHEREAS, St. Lawrence County was awarded \$1,000,000 through the U.S. Department of Housing and Urban Development (HUD) Lead-Based Paint Hazard Reduction Grant Program, and

WHEREAS, the County has partnered with the North Country Housing Council, Inc. to deliver 29 CDBG awards for housing rehabilitation projects that include lead hazard control work (N1080904 460GP), and

WHEREAS, the model for delivery of the Lead-Based Paint Hazard Reduction Program is consistent with the model used in the partnership between the County and the North Country Housing Council to deliver CDBG-funded housing rehabilitation programs,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a Subrecipient Agreement with the North Country Housing Council, Inc. for the delivery of the Lead-Based Paint Hazard Reduction Program, upon approval of the County Attorney.

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Operations Committee: 9-21-2020

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH NEW YORK STATE OFFICE OF HOMELAND SECURITY AND EMERGENCY SERVICES TO ACCEPT A FY20 SHSP GRANT AND MODIFYING THE 2020 BUDGET FOR THE OFFICE OF EMERGENCY SERVICES

By Mr. Denesha, Chair, Operations Committee

WHEREAS, the New York State Office of Homeland Security and Emergency Services has awarded funding of \$132,454 to the Office of Emergency Services to support regional preparedness efforts with a contract period of September 1, 2020 through August 31, 2023, and

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract, and any other contracts as required for this grant, with New York State Office of Homeland Security and Emergency Services to accept a FY20 SHSP grant, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the Treasurer is authorized to modify the 2020 Budget for the Office of Emergency Services, as follows:

INCREASE APPROPRIATIONS:

X2Z36402 25000 20HS	Technical Equipment	\$30,432
X2Z36404 43007 20HS	Other Fees and Services	<u>102,022</u>
		\$132,454

INCREASE REVENUE:

X2Z43895 57000 HS	X FA HS Federal Aid	\$132,454
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BE IT FURTHER RESOLVED any remaining funds will be rolled over to future budgets until the grant is fully expended.

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Operations Committee: 9-21-2020

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH NEW YORK STATE OFFICE OF HOMELAND SECURITY FOR A FY20 EMERGENCY MANAGEMENT PERFORMANCE GRANT

By Mr. Denesha, Chair, Operations Committee

WHEREAS, funding for the FY2020 Emergency Management Performance Grant (EMPG) is provided by the US Department of Homeland Security Federal Emergency Management Agency (FEMA) and is administered by the NYS Division of Homeland Security, and

WHEREAS, a grant in the amount of \$46,210 has been awarded to the Office of Emergency Services (X2043055 57000) with a contract period of October 1, 2019 through September 30, 2022, and

WHEREAS, this FY20 EMPG grant will be utilized to offset salaries for administrative staff within the Office of Emergency Services,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with New York State Office of Homeland Security for a FY20 Emergency Management Performance Grant, upon approval of the County Attorney.

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Operations Committee: 9-21-2020

RESOLUTION NO. _____

**MODIFYING THE 2020 BUDGET FOR EMERGENCY SERVICES
FOR OVERTIME COSTS**

By Mr. Denesha, Chair, Operations Committee

WHEREAS, the Emergency Services Department will exceed the 2020 Budget for Overtime Costs, and

WHEREAS, funds are necessary to transfer the balance from the Contingency Account,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2020 Budget for Emergency Services for overtime costs, as follows:

INCREASE APPROPRIATIONS:

X1C34101 18000	X CD Overtime	\$8,000
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DECREASE APPROPRIATIONS:

B1019904 49700	B SPEC Contingency Account	\$8,000
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Operations Committee: 9-21-2020

RESOLUTION NO. _____

DECLARING OCTOBER DOMESTIC VIOLENCE AWARENESS MONTH

By Mr. Denesha, Chair, Operations Committee

WHEREAS, October has been designated as Domestic Violence Awareness Month, and

WHEREAS, the St. Lawrence County Domestic Violence Task Force has been working to bring about changes in community norms which support the development of healthy relationships and families in our communities, and

WHEREAS, the Task Force is working to create a continuum of services which range from prevention, crisis intervention, and counseling through shelter, advocacy and legal intervention, and

WHEREAS, Renewal House, as the lead agency of the task force, has planned activities throughout the County to highlight Domestic Violence Awareness Month, and the theme this year is “Seek Justice | Enforce Victims’ Rights | Inspire Hope,” and challenges us all to raise awareness of victims’ rights, and inspire hope for victims, survivors, and communities for future progress and greater healing,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators declares October Domestic Violence Awareness Month, and encourages all citizens of the County to support the development of healthy non-violent relationships.

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Operations Committee: 9-21-2020

RESOLUTION NO. _____

MODIFYING THE 2020 BUDGET FOR THE GOVERNMENTAL SERVICES DEPARTMENT FOR THE COVID-19 RESPONSE

By Mr. Denesha, Chair, Operations Committee

WHEREAS, a variety of sanitization supplies and personal protective equipment (PPE) is needed by various County Departments to protect staff during the on-going COVID-19 response, and

WHEREAS, while New York State provides for some supplies directly and through various grants, there is a need to supplement with additional supplies, and

WHEREAS, consolidating these purchases in the central stockroom allows for an organized accounting of these purchases for potential FEMA reimbursement, and

WHEREAS, the County will be receiving greater than budgeted rebate revenue from its procurement card program that can be used to offset these costs in advance of potential FEMA reimbursement,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2020 Budget for Governmental Services for the COVID-19 response, as follows:

INCREASE APPROPRIATIONS:

GS016604 42800 COVID	G COVID Other Supplies	\$40,000
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INCREASE REVENUE:

GS027705 55000	G Rebates & Recycling	\$40,000
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Operations Committee: 9-21-2020

RESOLUTION NO. _____

ADOPTION OF RECORDS RETENTION SCHEDULE LGS-1

By Mr. Denesha, Chair, Operations Committee

WHEREAS, the New York State Archives has consolidated the various records retention schedules utilized by local governments into one comprehensive schedule, and

WHEREAS, this records retention schedule (LGS-1) supersedes and replaces the current schedule CO-2 upon adoption,

NOW, THEREFORE, BE IT RESOLVED the Board of Legislators adopts the Records Retention Schedule LGS-1, and

BE IT FURTHER RESOLVED that Retention and Disposition Schedule for New York Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods of local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein, and

BE IT FURTHER RESOLVED that in accordance with Article 57-A: (a) only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Records (LGS-1), after they have met the minimum retention periods described therein; (b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

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Operations Committee: 9-21-2020

RESOLUTION NO. _____

**AUTHORIZATION TO REVISE THE MEDICARE PART B PREMIUM
REIMBURSEMENT POLICY FOR ST. LAWRENCE COUNTY**

By Mr. Denesha, Chair, Operations Committee

WHEREAS, Resolution No. 361-85 established a reimbursement policy for the employees/retirees and their spouses for Medicare Part B Premiums to encourage selection of Medicare Part B for primary insurance coverage, and

WHEREAS, the policy stipulated eligibility, reimbursement process, documentation requirements, etc., and

WHEREAS, policy changes related to eligibility and reimbursement levels were sought in 2012 resulting in Resolution No. 247-2012 being adopted, and

WHEREAS, St. Lawrence County would like to provide clarification on current provisions, expand the time frame for required documentation from six (6) months to twelve (12) months and reduce the number of reimbursement payments from two to one per year with a deadline date of November 15th, and

WHEREAS, St. Lawrence County will make the changes to the policy as described and in accordance with union contracts,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the revision of Medicare Part B Premium Reimbursement Policy for St. Lawrence County.

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Operations Committee: 9-21-2020

RESOLUTION NO. _____

AUTHORIZING CHANGE TO RETIREE PHARMACY PRESCRIPTION CO-PAYS AND DIRECTS THE HUMAN RESOURCES DEPARTMENT TO ADJUST RETIREE PRESCRIPTION CO-PAYS TO KEEP PACE WITH CSEA UNION NEGOTIATED PRESCRIPTION CO-PAYS FOR ACTIVE EMPLOYEES

By Mr. Denesha, Chair, Operations Committee
Co-Sponsored by Mr. Forsythe, District 2; Mr. Lightfoot, District 3;
Mr. Perkins, District 7 and Ms. Curran, District 15

WHEREAS, for several years St. Lawrence County utilized the Retiree Drug Subsidy (RDS) program offered by the Centers for Medicare & Medicaid Services (CMS) which reimbursed health plan sponsors (municipalities) for a portion of their eligible expenses for retiree prescription drug benefits, and

WHEREAS, RDS was one of several options available under CMS that enabled employers to assist their Medicare eligible retirees in obtaining more generous drug coverage while keeping co-pays at low levels, and

WHEREAS, on January 1, 2016, St. Lawrence County switched from RDS to the Employer Group Waiver Program (EGWP) which is an official Medicare Part D Program containing a wraparound provision that ensures retirees receive benefits at least equal to those of the plan that the employer currently offers and saves the County more money in prescription drug costs through federal subsidy dollars and high cost claimant catastrophic prescription (RX) protection, and

WHEREAS, the prescription (RX) co-pays for St. Lawrence County retirees started lagging the active employee population as early as 2010 for Deputy Supervisors and as early as 2013 for groups based on CSEA contract provisions, and

WHEREAS, the Healthcare Committee recommended increasing the retiree prescription (RX) co-pays to match the active employee population, effective January 1, 2021, as follows:

Retiree Prescription Change – Phase In		Current 2020	Proposed Retiree Phase In			
			2021	2022	2023	2024
Retail (30 days)	Generic	\$7	\$10	\$15	\$15	\$15
	Preferred Brand	\$15	\$20	\$25	\$30	\$35
	Non-Preferred	\$30	\$35	\$40	\$45	\$50
Mail (90 days)	Generic	\$7	\$10	\$15	\$15	\$15
	Preferred Brand	\$30	\$35	\$40	\$45	\$50
	Non-Preferred	\$60	\$65	\$70	\$75	\$80

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WHEREAS, these changes would produce a savings of approximately \$101,206 over the period, and

WHEREAS, Pro-Act requires sixty (60) days to implement a change and the EGWP Program will only allow changes to retiree prescription (RX) co-pays on January first of each year,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the change of retiree prescription co-pays and directs the Human Resources Department to adjust retiree RX co-pays to keep pace with CSEA union negotiated RX co-pays for active employees with Healthcare Committee approval and guidance in future years.

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Finance Committee: 9-28-2020

RESOLUTION NO. _____

**APPROVING NEW YORK STATE DEPARTMENT OF TRANSPORTATION
SUPPLEMENTAL AGREEMENT #2 FOR CONSTRUCTION/CONSTRUCTION
INSPECTION FOR BROWN'S BRIDGE ROAD OVER RAQUETTE RIVER,
BIN 3221560, PIN 775380**

By Mr. Acres, Chair, Finance Committee

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

WHEREAS, a project for Construction/Construction Inspection for the Brown's Bridge Road over the Raquette River, BIN 3221560, PIN 775380 (the "Project") is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs such program to be borne at the ratio of ninety-five percent (95%) federal funds and five percent (5%) non-federal funds, and

WHEREAS, the Board of Legislators wants to advance the Project by making a commitment of one hundred percent (100%) of the costs of Construction/Construction Inspection work for the Project or portions thereof,

NOW, THEREFORE, BE IT RESOLVED that the St. Lawrence County Board of Legislators, duly convened, approves New York State Department of Transportation Supplemental Agreement #2 for construction/construction inspection for Brown's Bridge Road over Raquette River, BIN 3221560, PIN 775380, and

BE IT FURTHER RESOLVED that the Board of Legislators authorizes the Treasurer, to pay one hundred percent (100%) of the cost of construction/construction inspection work for the Project or portions thereof, with the understanding that qualified costs may be eligible for Federal Aid, State Aid, or reimbursement from Bridge NY Funds, and

BE IT FURTHER RESOLVED that all necessary funds have been appropriated pursuant to the 2020 St. Lawrence County Budget (HM299509 90600) and made available to cover the cost of participation in the above phase of the Project, and

BE IT FURTHER RESOLVED that the Board of Legislators hereby agrees that St. Lawrence County shall be responsible for all costs of the Project which exceed the amount of Federal Aid, State Aid or Bridge NY funding awarded, and

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

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BE IT FURTHER RESOLVED that St. Lawrence County hereby agrees that construction of the Project shall begin no later than twenty-four (24) months after award and the construction phase of the Project shall be completed within thirty (30) months, and

BE IT FURTHER RESOLVED that the Board of Legislators authorizes the Chair to sign all necessary agreements, certifications, or reimbursement requests for available Federal aid and/or State aid on behalf of the St. Lawrence County Board of Legislators, upon approval of the County Attorney, and with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of Project costs and permanent funding of the local share of federal-aid eligible projects costs and all project costs with appropriations therefore that are not so eligible, and

BE IT FURTHER RESOLVED that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project, and

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

October 5, 2020

Finance Committee: 9-28-2020

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN SUPPLEMENTAL AGREEMENT #1
WITH STANTEC CONSULTING SERVICES FOR ENGINEERING AND DESIGN
SERVICES FOR BROWN'S BRIDGE OVER RAQUETTE RIVER,
BIN 3221560, PIN 775380**

By Mr. Acres, Chair, Finance Committee

WHEREAS, the St. Lawrence County Board of Legislators approved and funded Capital Bridge Projects, and

WHEREAS, Resolution No. 85-2019 authorized the Chair to sign a contract with Stantec Consulting Services for \$275,000 for engineering and design services for Brown's Bridge over the Raquette River, BIN 3221560, PIN 775380, and

WHEREAS, the original contract was for \$251,100 which was \$23,900 below the authorized amount, and

WHEREAS, the consultant has provided additional services outside the original scope of the contract, including required additional right-of-way mapping and additional services concerning foundation design,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign Supplemental Agreement #1 with Stantec Consulting Services for engineering and design services for Brown's Bridge over Raquette River, upon approval of the County Attorney, as follows:

Consultant:	Stantec Consulting Services
Contract Title:	Brown's Bridge over Raquette River BIN: 3221560 PIN: 775380, Town of Pierrepont
Supplementary Engineering Fees:	Not to Exceed \$30,600 HM651204 430ED 1901

October 5, 2020

Finance Committee: 9-28-2020

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN THE 2020 – 2024 MUNICIPAL
SUBCONTRACTS FOR CONTROL OF SNOW AND ICE ON STATE HIGHWAYS**

By Mr. Acres, Chair, Finance Committee

WHEREAS, Resolution No. 19-2020 authorized the Chair to sign a 2019-2024 Municipal State Agreement for Control of Snow and Ice on State Highways with New York State Department of Transportation (NYS DOT) entitled “Snow and Ice Agreement” and with certain municipalities as subcontractors, namely the City of Ogdensburg; the Towns of Brasher, Edwards, Louisville, Massena, and Parishville; and the Villages of Canton, Massena, and Potsdam (HS051444 465CO), and

WHEREAS, due to the NYS DOT releasing the new contract in December of 2019, the subcontracting municipalities had an agreement extension in place with the County for the 2019-2020 season, and

WHEREAS, with four years remaining of the Municipal State Agreement, the Department of Highways has drafted a 2020-2024 Snow and Ice Control Agreement for participating municipalities to correspond to the time frame set by the Municipal State Agreement, and

WHEREAS, the 2020-2024 Agreement does not change the responsibilities of the County and subcontracting municipalities or the method of reimbursement from the previous Agreement,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign the 2020-2024 Municipal Subcontracts for Snow and Ice on State Highways, upon approval of the County Attorney.

October 5, 2020

Finance Committee: 9-28-2020

RESOLUTION NO. _____

ADOPTION OF THE EQUALIZATION RATES FOR 2021 COUNTY TAXES

By Mr. Acres, Chair, Finance Committee

WHEREAS, Section 900 of the New York State Real Property Tax Law requires that county taxes be levied upon the basis of the full valuation of taxable real property determined in accordance with Article 8 of that law, and

WHEREAS, Article 8 requires the apportionment of county taxes upon the aggregate full value of taxable real property in each city and town determined by dividing the assessed valuation thereof by the county equalization rate established for each city and town by the county equalization agency, and

WHEREAS, Section 804 of the New York State Real Property Tax Law requires the adoption of the county equalization rates by the county legislature,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators adopts the equalization rates for the 2021 County taxes, as follows:

<u>MUNICIPALITY</u>	<u>EQUALIZATION RATE</u>
Ogdensburg	100.00
Brasher	78.00
Canton	90.00
Clare	2.98
Clifton	90.00
Colton	100.00
Dekalb	93.00
Depeyster	68.00
Edwards	86.00
Fine	100.00
Fowler	11.80
Gouverneur	93.00
Hammond	96.00
Hermon	100.00
Hopkinton	94.00
Lawrence	99.00
Lisbon	77.00
Louisville	81.00
Macomb	49.00
Madrid	86.00
Massena	100.00
Morristown	100.00
Norfolk	79.00
Oswegatchie	100.00

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Parishville	6.09
Piercefield	100.00
Pierrepont	90.00
Pitcairn	100.00
Potsdam	94.00
Rossie	100.00
Russell	69.00
Stockholm	85.00
Waddington	87.50

October 5, 2020

Finance Committee: 9-28-2020

RESOLUTION NO. _____

AUTHORIZING COLLECTION OF OMITTED TAXES

By Mr. Acres, Chair, Finance Committee

WHEREAS, Sections 520 and 551 of the Real Property Tax Law make provisions for the taxation of exempt property upon transfer of title and addition of omitted parcels from the previous year's roll, and

WHEREAS, Section 520 states that the property shall be taxed pro rata for the unexpired portion of any fiscal year during which said transfer of title occurred, and

WHEREAS, for purposes of any fiscal year or years during which title to such property is transferred, such property shall be deemed to have been omitted,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the addition of omitted taxes to the 2021 tax roll pursuant to Sections 520 and 551 under Title 3 of Article Five of the Real Property Tax Law.

October 5, 2020

Finance Committee: 9-28-2020

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN THE 2020
ACCELERATED TRANSIT CAPITAL PROGRAM APPLICATION**

By Mr. Acres, Chair, Finance Committee

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

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

WHEREAS, if awarded, these funds could be used to offset the local match of the County to purchase 28-passenger buses, to enhance bus stops, or to enhance bus maintenance and service garages,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign the 2020 Accelerated Transit Capital Program Application, upon approval of the County Attorney.

October 5, 2020

Finance Committee: 9-28-2020

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN A LEASE AGREEMENT WITH
CORNELL COOPERATIVE EXTENSION FOR OFFICE SPACE
AT THE HUMAN SERVICES CENTER**

By Mr. Acres, Chair, Finance Committee

WHEREAS, Resolution No. 363-2019 authorized the Chair to sign a lease agreement with Cornell Cooperative Extension for office space at the Human Services Center with a term of October 1, 2019 through September 30, 2020, and

WHEREAS, Cornell Cooperative Extension would like to continue to lease office space at the Human Services Center, 80 State Highway 310, Canton, and

WHEREAS, the proposed office space is on the first floor of the Center and contains 575 square feet of office space with an additional 190 square feet of common area, and

WHEREAS, the term of the lease would be October 1, 2020 through September 30, 2021, with the tenant option of three (3) additional one (1) year options, at a rate per square foot that is consistent with what is currently charged to departments that occupy the Human Services Center as of October 1 for the applicable year, and

WHEREAS, for the initial term of October 1, 2020 through September 30, 2021, the rate per square foot is \$16.80, for a total of \$12,852 for the year,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a lease agreement with Cornell Cooperative Extension for office space at the Human Services Center, upon approval of the County Attorney.

October 5, 2020

Finance Committee: 9-28-2020

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH DRESCHER & MALECKI, LLP TO PREPARE THE ANNUAL AUDITS FOR ST. LAWRENCE COUNTY FOR FISCAL YEAR 2021, 2022, and 2023

By Mr. Acres, Chair, Finance Committee

WHEREAS, following an RFP process, Resolution No. 15-2016 authorized the Chair to sign a contract with Drescher & Malecki, LLP to prepare the annual audits for fiscal years 2015, 2016, and 2017, and at that time an optional three-year extender was offered each year for fiscal years 2018, 2019, and 2020 with no change in cost, and

WHEREAS, Drescher & Malecki, LLP has also offered to perform the audit for the St. Lawrence County Soil & Water Conservation District, as a component unit, at a cost of \$3,500 annually, and

WHEREAS, the functions provided by Drescher & Malecki, LLP include the general purpose financial statements, the single audit including the NYS Department of Transportation, and the Consolidated Fiscal Report (CFR) for the Mental Health Services in St. Lawrence County Community Services, and

WHEREAS, the services were all provided in the last contract with the exception of the Soil & Water Conservation District, and

WHEREAS, Drescher & Malecki, LLP has agreed to limit the annual increase for the next three years, with two one year extensions to \$750 annually,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with Drescher & Malecki, LLP to prepare the annual audits for St. Lawrence County for fiscal years 2021, 2022, and 2023, and

BE IT FURTHER RESOLVED that the annual cost for the audits will be as follows for the next three years: 2021 \$59,750; 2022 \$60,500; 2023 \$61,250 and two additional one (1) year options for extensions as follows: 2024 \$62,000; and 2025 \$62,750.

October 5, 2020

Finance Committee: 9-28-2020

RESOLUTION NO. _____

**MODIFYING THE 2020 BUDGET FOR THE COUNTY ADMINISTRATOR'S OFFICE
TO INCREASE FUNDS AWARDED TO THE SNOWMOBILE TRAIL GRANT**

By Mr. Acres, Chair, Finance Committee

WHEREAS, the New York State Office of Parks & Recreation has awarded \$672 more to the St. Lawrence County Snowmobile Grant and Aid Program of which \$192,816 was budgeted in the 2020 Budget for the fiscal year April 1, 2019 to March 31, 2020 for a total of \$193,488,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2020 Budget for the County Administrator's Office to increase funds awarded to the Snowmobile Trail Grant, as follows:

INCREASE APPROPRIATIONS:

BF087104 46000 SNOW	B Snow Other Fees & Services	\$672
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INCREASE REVENUE:

BF038895 56000	B Forestry Snowmobile Grant	\$672
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October 5, 2020

Finance Committee: 9-28-2020

RESOLUTION NO. _____

**AUTHORIZING THE RELEASE OF FUNDS SET ASIDE FOR THE
FORT DE LA PRÉSENTATION**

By Mr. Acres, Chair, Finance Committee

WHEREAS, the Fort de La Présentation, a mission fort, was built in 1749 at the confluence of the Oswegatchie River and the St. Lawrence River, and is one of only four forts constructed in New York during the French colonial period, and is considered the founding settlement of the City of Ogdensburg, which grew around the Fort, and

WHEREAS, during the 19th century the Fort was torn down and the site used for industry, but ultimately the property became vacant until the Fort La Présentation Association acquired and remediated the 21 acres that made up a significant portion of the original site of the Fort, and

WHEREAS, the 2006 Budget included a \$15,000 allocation for Fort de La Présentation to be used if a capital project was approved, but that did not occur in 2006 so the funding was moved, by Resolution No. 26-2007, to a special reserve account (01-TG-0899-503-00-0) to be used when the capital project was approved by the Fort La Présentation Board, and

WHEREAS, funds have also been allocated in 2007, 2008, 2009, 2010, and 2011 which cumulatively totals \$58,325, and

WHEREAS, in 2019, a Resiliency and Economic Development Initiative (REDI) Grant in the amount of \$1,295,000 was awarded to Fort de La Presentation to address erosion and flooding at the site; to install shoreline stabilization and raise the trails on the Fort La Présentation Interpretive Trail, and

WHEREAS, matching funds are needed for this REDI Grant,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the release of \$58,325 in funds set aside for the Fort de La Présentation Project.

October 5, 2020

RESOLUTION NO. _____

AUTHORIZING FILLING OF VACANCIES

By Mr. Arquiett, District 13 and Mr. Reagen, District 1

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 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:

<u>Department/Unit:</u>	<u>Title:</u>	<u>Position No.:</u>	<u>Type</u>	<u>Duration</u>	<u>Timeline</u>
Social Services / CPS	Caseworker	815000009	FT	Permanent	90 days
Social Services / CPS	Senior Clerk	002400007	FT	Permanent	30 days
Community Services	Impaired Driver Program Instructor	610800003 (new)	PT	Temporary	Immediate
Public Health / EI	Service Coordinator	506000004 (new)	FT	Provisional	Immediate
Conflict Defender	Assistant Conflict Defender	021500007	FT	Permanent	Immediate
Sheriff / Jail	Corrections Officer	603000020	FT	Permanent	Immediate
Sheriff / Jail	Corrections Officer	603000070	FT	Permanent	Immediate
Sheriff / Criminal	Deputy	605000010	FT	Permanent	60 days
County Attorney	Paralegal	022000001	FT	Permanent	Immediate
Highway	Maintenance Supervisor	311000004	FT	Provisional	30 days
Highway	Heavy Equipment Operator	310100011	FT	Permanent	30 days
Highway	Motor Equipment Operator	310000034 (new)	FT	Permanent	30 days

BE IT FURTHER RESOLVED that Position No. 312700001, Sign Maintenance Worker, will be abolished in the Highway Departments, and

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

October 5, 2020

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH
COUNCIL 82, LOCAL 2390 FOR 2018-2024**

By Mr. Perkins, District 7; Mr. Acres, District 8; and Mr. Lightfoot, District 3

WHEREAS, the contract between St. Lawrence County and Council 82, Local 2390 expired on December 31, 2017, and since that time negotiations have continued, and

WHEREAS, the contract negotiations are completed between St. Lawrence County and Council 82, Local 2390, and

WHEREAS, as the result of contract negotiations, St. Lawrence County believes that it is in the best interest of both parties to successfully conclude the process with a seven-year contract (2018-2024),

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with Council 82-Local 2390 for 2018-2024, upon the advice and approval of the St. Lawrence County Negotiating Team, and

BE IT FURTHER RESOLVED that Council 82-Local 2390 ratified the agreement as of September 21, 2020.

October 5, 2020

RESOLUTION NO. _____

**REAPPOINTING A DIRECTOR OF HUMAN RESOURCES/PERSONNEL OFFICER
FOR ST. LAWRENCE COUNTY**

By Mr. Acres, District 8

WHEREAS, Resolution No. 239-2017 appointed Jonnie Dorothy as Human Resources/Personnel Officer to a term that commenced May 26, 2017 to complete the remainder of an existing six-year term to expire on October 20, 2020, and

WHEREAS, a reappointment is recommended for a six-year term that would commence October 21, 2020,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators reappoints Jonnie Dorothy as Director of Human Resources/Personnel Officer for St. Lawrence County effective October 21, 2020 and expiring October 20, 2026.