

St. Lawrence County
BOARD OF LEGISLATORS
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RUTH A. DOYLE
County Administrator

DAVID FORSYTHE
Chair, Board of Legislators

FINANCE COMMITTEE AGENDA
MR. JOHN GENNETT, CHAIR
MONDAY, DECEMBER 18, 2023
BOARD ROOM AND LIVE VIA YOUTUBE
*****5:30 P.M. *****

- 1. CALL TO ORDER AND APPROVAL OF AGENDA**
- 2. APPROVAL OF MINUTES** – November 27
- 3. REAL PROPERTY – BRUCE GREEN**
 - A. Correcting and Refunding Erroneous Taxes (Res)
 - B. Real Property Tax Exemption (Discussion)
- 4. HIGHWAY – DON CHAMBERS**
 - A. Modifying the 2023 Budget for the Department of Highways for Fuel, Equipment Repairs, and Maintenance (Res)
 - B. Authorizing the Chair to Sign a Contract with Barton & Loguidice, D.P.C. for Engineering Services to Replace County Route 22 Over Sawyer Creek, BIN 3340950, PIN 775425 (Res)
 - C. Authorizing the Chair to Sign a Contract with Barton & Loguidice, D.P.C. for Engineering Services to Replace County Route 34 Over Trout Brook, BIN 3341630, PIN 775426 (Res)
 - D. Use of County-Owned Machinery (Res)
- 5. SOLID WASTE – DON CHAMBERS**
 - A. Modifying the 2023 Budget for the Solid Waste Department for Recycling (Res)
 - B. Authorizing the St. Lawrence County Solid Waste Department to Formally Adopt a Credit Policy (Res)
- 6. COUNTY ATTORNEY – STEVE BUTTON**
 - A. Transfer of an Exclusive Option for the Lease of County-Owned Mineral Rights on Two Certain Parcels of Land in the Town of Edwards (Res)
 - B. Modifying the 2023 Budget for the County Attorney's Office for the Self-Insurance Fund Due to Increased Costs in Scheduled Loss of Use Awards (Res)
- 7. TREASURER – RENEE COLE**
 - A. Authorizing Blanket Bond in Lieu of Individual Sureties for County Officials and Employees (Res)

- B. Bank Depositories and Investment of County Funds (Res)
- C. Authorizing Petty Cash Account and Departmental Cash Drawers (Res)

8. VACANCY REVIEW COMMITTEE – RUTH DOYLE

- A. Board of Legislators
 - 1. Abolish a Senior Account Clerk and Create and Fill a Senior Fiscal Officer, Position No. 099600002, in Buildings & Grounds
- B. Indigent Defense
 - 1. Abolish Administrative Assistant and Create and Fill a Senior Fiscal Officer, Position No. 033600003
- C. Treasurer
 - 1. Abolish a Title Searcher and Create and Fill Senior Title Searcher, Position No. 109000001
 - 2. Abolish a Principal Account Clerk, and Create and Fill a Senior Fiscal Officer, Position No. 099600001 in payroll

9. AMERICAN RESCUE PLAN ACT (ARPA) UPDATE – RUTH DOYLE

- A. Information and Update (Discussion)

10. COUNTY ADMINISTRATOR’S REPORT – RUTH DOYLE

- A. Authorizing the Chair to Sign an Agreement with New York State Office of Information Technology Services (ITS) for Upgraded Digital Orthoimagery Program and Modifying the 2024 Budget for the County Administrator’s Office (Res)
- B. Authorizing the Chair to Sign Contracts (Res)
- C. Newspaper Designation (Res)
- D. Adoption of the Rules of Procedure (Res)
- E. Authorizing the Chair to Sign a Contract with the St. Lawrence County Industrial Development Agency to Provide Economic Development Services for St. Lawrence County (Res)
- F. Authorizing the Chair to Sign a Contract with the St. Lawrence County Chamber of Commerce for Tourism Promotion (Res)

11. OLD AND NEW BUSINESS

- A. Social Services – Joe Seeber
 - 1. Modifying the 2023 Budget for Social Services Budget for Administration, Medicaid, Temporary Assistance, Maintenance, Office Supplies, Furniture, Fuel, and Mileage Reimbursement (Res)

12. COMMITTEE REPORTS

- A. Cornell Cooperative Extension Board (Denesha)
- B. Fish and Wildlife Management Board, Region 6 (Sheridan)
- C. Fisheries Advisory Board (Terminelli)
- D. Gouverneur Fair Board (Smithers)
- E. Highway/Solid Waste Committee (Smithers)
- F. Industrial Development Agency (Reagen)
- G. Recreational and Trails Advisory Board (Perkins/Webster)

- H. St. Lawrence River Valley Redevelopment Agency (RVRDA) (Forsythe)
- I. St. Lawrence County Chamber of Commerce (Webster)
- J. Soil & Water Conservation District Board of Directors (Burke/Haggard)

13. EXECUTIVE SESSION

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

14. ADJOURNMENT – If there is no further business.

January 2, 2024

Finance Committee: 12-18-2023

RESOLUTION NO. _____

CORRECTING AND REFUNDING ERRONEOUS TAXES

By Mr. Gennett, 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 2024, 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 2, 2024

Finance Committee: 12-18-2023

RESOLUTION NO. _____

**MODIFYING THE 2023 BUDGET FOR THE DEPARTMENT OF HIGHWAYS
FOR FUEL, EQUIPMENT REPAIRS, AND MAINTENANCE**

By Mr. Gennett, Chair, Finance Committee

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

WHEREAS, additional highway projects have resulted in increases in the revenue from County-owned machinery, and

WHEREAS, these increases in expenses are offset by increases in revenue, and

WHEREAS, the Department wants to amend the budget to more closely reflect actual operations for 2023,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2023 Budget for the Department of Highways for fuel, equipment repairs, and maintenance, as follows:

INCREASE REVENUE:

HR028015 55000	H Rental of Equipment – Other Funds	\$400,000
HD012895 55000	H Equip Repairs – Other Depts	<u>130,000</u>
		\$530,000

INCREASE APPROPRIATIONS:

HD051304 42200	H ER I/D Equip Repair & Maintenance	\$70,000
HR051304 42200	H RM I/D Equip Repair & Maintenance	290,000
HR051304 441FI	H RM Fuel Island Diesel Purchases	<u>170,000</u>
		\$530,000

January 2, 2024

Finance Committee: 12-18-2023

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH BARTON & LOGUIDICE,
D.P.C. FOR ENGINEERING SERVICES TO REPLACE COUNTY ROUTE 22
OVER SAWYER CREEK, BIN 3340950, PIN 775425**

By Mr. Gennett, Chair, Finance Committee

WHEREAS, the Board of Legislators approved and funded Capital Bridge Projects, and

WHEREAS, the Department of Highways has solicited qualifications for engineering services for the replacement of County Route 22 over Sawyer Creek, and

WHEREAS, the best qualified consultant for this project has been determined,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators does hereby approve the following contract to:

Consultant: Barton & Loguidice, D.P.C.
Contract Title: County Route 22 over Sawyer Creek
Town of Fowler

Engineering Fee: Not to Exceed \$267,000
HM651204 430ED 2322

BE IT FURTHER RESOLVED that Board of Legislators authorizes the Chair to sign a contract with Barton & Loguidice, D.P.C. for engineering services to replace County Route 22 over Sawyer Creek, BIN 3340950, PIN 775425, upon approval of the County Attorney.

January 2, 2024

Finance Committee: 12-18-2023

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH BARTON & LOGUIDICE,
D.P.C. FOR ENGINEERING SERVICES TO REPLACE COUNTY ROUTE 34
OVER TROUT BROOK, BIN 3341630, PIN 775426**

By Mr. Gennett, Finance Committee

WHEREAS, the Board of Legislators approved and funded Capital Bridge Projects, and

WHEREAS, the Department of Highways has solicited qualifications for engineering services for the replacement of County Route 34 over Trout Brook, and

WHEREAS, the best qualified consultant for this project has been determined,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators does hereby approve the following contract to:

Consultant: Barton & Loguidice, D.P.C.
Contract Title: County Route 34 over Trout Brook
Town of Potsdam

Engineering Fee: Not to Exceed \$275,000
HM651204 430ED 2334

BE IT FURTHER RESOLVED that the Board of Legislators authorizes the Chair to sign a contact with Barton & Loguidice, D.P.C. for engineering services to replace County Route 34 over Trout Brook, BIN 3341630, PIN 775426, upon approval of the County Attorney.

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Finance Committee: 12-18-2023

RESOLUTION NO. _____

USE OF COUNTY-OWNED MACHINERY

By Mr. Gennett, 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 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.

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Finance Committee: 12-18-2023

RESOLUTION NO. _____

**MODIFYING THE 2023 BUDGET FOR THE
SOLID WASTE DEPARTMENT FOR RECYCLING**

By Mr. Gennett, Chair, Finance Committee

WHEREAS, the Solid Waste Department budgets appropriation and revenue accounts to reflect current and projected operations, and

WHEREAS, recycling tipping fees have exceeded the 2023 budget due to fees increasing from \$13.27/ton in 2022 to \$103.28/ton in 2023, and

WHEREAS, the projected overages in these expenses can be offset within the existing Solid Waste Budget,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2023 Budget for Solid Waste Department, as follows:

DECREASE APPROPRIATIONS:

WT081604 40801	W TRS Bldg Improvements	\$45,000
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INCREASE APPROPRIATIONS:

WH081604 43018 RECY	W RECY Tipping Fees	\$45,000
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Finance Committee: 12-18-2023

RESOLUTION NO. _____

**AUTHORIZING THE ST. LAWRENCE COUNTY SOLID WASTE DEPARTMENT
TO FORMALLY ADOPT A CREDIT POLICY**

By Mr. Gennett, Chair, Finance Committee

WHEREAS, the Solid Waste Department has a responsibility to provide disposal services for the residents of St. Lawrence County in a safe, efficient, and environmentally responsible manner, and

WHEREAS, the Solid Waste Department incurs significant costs in providing these services, including the costs of labor, equipment, and materials, and

WHEREAS, the Solid Waste Department relies on the timely payments from its account holders in order to cover these costs and to continue to provide quality services, and

WHEREAS, the Solid Waste Department has experienced a number of unpaid and delinquent accounts, which has strained the financial resources and ability of the Department to operate effectively, and

WHEREAS, the Solid Waste Department has a responsibility to establish a credit policy to ensure that its account holders are financially responsible for the services they receive,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the St. Lawrence County Solid Waste Department to formally adopt a Credit Policy, and

BE IT FURTHER RESOLVED that the Credit Policy be filed with the Clerk of the Board of Legislators.

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Finance Committee: 12-18-2023

RESOLUTION NO. _____

**TRANSFER OF AN EXCLUSIVE OPTION FOR THE LEASE OF
COUNTY-OWNED MINERAL RIGHTS ON TWO CERTAIN PARCELS OF LAND
IN THE TOWN OF EDWARDS**

By Mr. Gennett, Chair, Finance Committee

WHEREAS, the County of St. Lawrence (hereinafter referred to as “County”) is the record title owner of mineral rights located on two lots in the Town of Edwards, identified further as Tax Map Parcel No. 175.002-1-5.1/1 and Tax Map Parcel No. 188.001-1-2.1/1, which is recorded in the St. Lawrence County Clerk’s Office, and

WHEREAS, the County has been approached by Empire State Mines, LLC (ESM), operator and owner of the talc and zinc mining operation in the south eastern portion of the County, to extend the original 2015 option for the potential lease of the mineral rights currently held by the County, pertaining to the specific aforementioned parcels, and

WHEREAS, ESM has expressed an interest in exploring potential mineral deposits associated with these parcels for the possible expansion and development of ESM zinc and talc extraction, and

WHEREAS, an option for the lease of the land, which would contain permission for ESM to explore and access the property, is believed to be advantageous both by the Board of Legislators and ESM, and

WHEREAS, the Board of Legislators has made it a priority to assist in economic development that brings with it the potential for job creation in the County, and

WHEREAS, should ESM discover zinc and talc aggregates at the location, the option would provide for ESM to have a right to lease the mineral property rights from the County at a price to be negotiated at a later date, and

WHEREAS, should ESM determine to exercise their right of first refusal through any option, the County would be in a position to discuss possible job creation and economic impacts that would result from mining expansion in the southeastern portion of the County, and

WHEREAS, the initial option would be for a one (1) year period with the possibility of extending the option for four (4) successive one (1) year periods at a rate of six hundred and ten dollars and zero cents (\$610.00) per year during the life of the option,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to transfer an exclusive option for the lease of County-owned mineral rights on two certain parcels of land in the Town of Edwards, and

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BE IT FURTHER RESOLVED that the Board of Legislators authorizes the Chair to convey an exclusive option for the lease of real property to ESM regarding mineral rights located in the Town of Edwards, and identified further as two lots in the Town of Edwards, identified as Tax Map Parcel No. 175.002-1-5.1/1 and Tax Map Parcel No. 188.001-1-2.1/1 and to execute all documents necessary and directly related to the conveyance of the option, execution of the option agreement, and potential access for the purpose of economic development and job creation, upon approval of the County Attorney.

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Finance Committee: 12-18-2023

RESOLUTION NO. _____

**MODIFYING THE 2023 BUDGET FOR THE COUNTY ATTORNEY'S
OFFICE FOR THE SELF-INSURANCE FUND DUE TO
INCREASED COSTS IN SCHEDULED LOSS OF USE AWARDS**

By Mr. Gennett, Chair, Finance Committee

WHEREAS, the Self-Insurance Fund is responsible for the payment of Workers' Compensation related expenditures, and

WHEREAS, part of the administration of the workers' compensation claims requires an assessment of files that may not be prepared for full and final settlement but where a claimant has reach maximum medical improvement, and

WHEREAS, under New York Workers' Compensation Law, a Schedule Loss of Use Award may be made when a claimant has reached maximum medical improvement and the claimant's body part (s) have a permanent loss of use as a result of their work-related injury, and

WHEREAS, under a Schedule Loss of Use Award, compensation is limited to a certain number of weeks based on the body part and severity of the disability, according to a schedule set by law, and

WHEREAS, the employer sees a credit both from the fact that the temporary benefits that have been paid are deduced from the total Schedule Loss of Use Award, and future full and final settlements are reduced by that credit as an advance against the final value of the claim, and

WHEREAS, these Schedule Loss of Use Award are largely viewed within the industry as the end of the claim incapable of being fully and finally settled due to some other impediment such as continued employment, and

WHEREAS, these Schedule Loss of Use Awards, coming during economic downturns, have created a deficit in the Benefits and Awards account which also covers the claimants' medical and indemnity payments, and

WHEREAS, County Law, Article 7, Sections 363 and 366, allow the Board of Legislators to amend the budget to shift funds between lines where there exists an excess in some accounts and a deficit in others, and

WHEREAS, it will be necessary to transfer money from the Self-Insurance Plan Reserve account, by increasing the appropriated fund balance to cover those payments as they come due,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2023 Budget for the County Attorney's Office for the Self-Insurance Fund due to increased costs in Scheduled Loss of Use Awards, as follows:

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DECREASE UNAPPROPRIATED FUND BALANCE:

07TG0911 50300	Fund Balance, Unreserved Unappropriated	\$200,000
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INCREASE APPROPRIATED FUND BALANCE:

07TG0910 50300	Fund Balance, Unreserved Appropriated	\$200,000
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INCREASE APPROPRIATIONS:

LI017204 40301	SI Workers Comp Benefits and Awards	\$200,000
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Finance Committee: 12-18-2023

RESOLUTION NO. _____

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

By Mr. Gennett, 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 amounts and not exceeding \$9,000.

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Finance Committee: 12-18-2023

RESOLUTION NO. _____

BANK DEPOSITORIES AND INVESTMENT OF COUNTY FUNDS

By Mr. Gennett, 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
JP Morgan Chase Bank, N.A.	\$1,000,000

BE IT FURTHER RESOLVED that the 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 Investment Policy of the County.

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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.

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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.

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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

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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

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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:

- * 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.

January 2, 2024

- * 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 2, 2024

Finance Committee: 12-18-2023

RESOLUTION NO. _____

AUTHORIZING PETTY CASH ACCOUNT AND DEPARTMENTAL CASH DRAWERS

By Mr. Gennett, 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:

Public Health	\$250
Probation	\$400
Sheriff	\$1,500
Social Services	\$1,500
Highway	\$150
<u>Community Services</u>	<u>\$250</u>
Total	\$4,050

Departmental Cash Drawers:

Sheriff Civil Department	\$100
Mental Health	\$100
Chemical Dependency, Canton	\$100
Treasurer	\$250
County Clerk	\$1,000
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
<u>Social Services</u>	<u>\$200</u>
Total	\$5,350

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.

St. Lawrence County Vacancy Authorization Form

Board of Legislators



Type: Abolish & Create

Senior Fiscal Officer

Subunit (If Applicable): Buildings and Grounds

Date Submitted: 11/30/2023

Reason Vacated:

Position Number: 099600002

Date Vacated:

Position # Abolished: 100200034

Position Status: Fulltime

Last Fill Date: 10/10/2022

Jurisdictional Class: Competitive

Appointee Will Be: Permanent

Hrs Per Week: 35 Shift Length: 7 FTE: 1.00

Budget

Salary of Person Leaving: \$42,842

Fill Request Timeline: 90 Days

Benefits: Yes (51.44%) \$22,038

Revenue Generating: No 0 %

Base Salary: \$51,624

Reimbursed by Local,
State or Federal Funds: No 0 %

Base Hourly:

Grade: 25

Net County Cost: \$64,880

*Net County Cost is calculated from salary of person leaving, if available

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 has evolved over the last year and among all other functions assigned, now processes the Audit on a weekly basis for employee reimbursements and payments to be made. This is a shared position between the Unit of Buildings & Grounds and the Board Office. It has been a nice combination of fulfilling the clerical function for the Buildings & Grounds Unit, perform the function as deputy auditor, and interact directly with Departments about requests for payments. There is a need to have some independent judgment and authority for approvals and to return requests for payments to those submitting to ensure county policies and procedures are being followed.

This position also assists with the Purchasing Office when needed and provides support functions in the Board Office. This position also supports the software package that now manages the work order system for the Buildings & Grounds Staff. In the last year, the mobile devices and support has been upgraded, so communication and tracking of work flow can happen in real time.

The focus of this role is to ensure that all payments are audited, whether it be to employees or vendors, and reviewed carefully by the person in this role who will bring the appropriate experience and carry out this function timely and accurately. If this position were not filled, the additional work would be completed by roles that already have a full workload thus ensuring delays and increased potential for errors.

***Abolish Senior Account Clerk

Department Head:

Approved?

Yes No

County Administrator:

Resolution #:

Job Qualifications

For Human Resources Use Only:
Job Qualifications Listed here:

Senior Fiscal Officer

MINIMUM QUALIFICATIONS:

A) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree in accounting, business administration or a closely related field and one (1) years of full time, paid experience in accounting or finance work which shall have included maintaining or auditing double entry books of a business including general ledger, or maintaining government agency books involving appropriation accounting and the preparation of budget and financial reports,
OR

B) Graduation from a regionally accredited or New York State registered college or university with an Associate's degree in accounting, business administration or a closely related field and three (3) years of full time, paid experience as described in (A) above, OR

C) Graduation from high school, possession of a high school equivalency diploma or possession of an Individual Education Plan diploma and five (5) years of full time, paid experience as described in (A) above.

St. Lawrence County Vacancy Authorization Form

Indigent Defense



Type: Abolish & Create

Senior Fiscal Officer

Subunit (If Applicable): Indigent Defense

Date Submitted: 11/30/2023

Reason Vacated: New Position

Position Number: 099600003

Date Vacated:

Position # Abolished: 005200011

Position Status: Fulltime

Last Fill Date: 4/5/2021

Jurisdictional Class: Competitive

Appointee Will Be: Provisional

Hrs Per Week: 35 Shift Length: 7 FTE: 1.00

Budget

Salary of Person Leaving: \$49,734

Fill Request Timeline: Immediately

Benefits: Yes (51.44%) \$25,583

Revenue Generating: No 0 %

Base Salary: \$51,624

Reimbursed by Local,
State or Federal Funds: No 0 %

Base Hourly:

Grade: 25

Net County Cost: \$75,318

*Net County Cost is calculated from salary of person leaving, if available

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 performs the function of data collector/analyst for all funds associated with NYS Indigent Legal Services. At first, the thought was the Position would be heavily clerical focused however, it has become a much more fiscal type role with the audit functions associated with vouchers for Assigned Counsel, budget management for each of the Grant cycles, and requests for reimbursement from New York State. The changes associated with Counsel at First Appearance (CAFA) and the rate increases for counsel require additional analysis to ensure they are correct and that the half of the rate reimbursement is claimed appropriately. The grant writing remains important, however that work is supported by the Public Defender and the Conflict Defender as well.

The skill set required is far more fiscal focused and will need to attract someone with the ability to work independently, but seek approvals through proper authority. The State is continuing to provide funding as well as competitive opportunities for new initiatives associated with the provision of Indigent Defense. The County is interested in pursuing these opportunities and would like to have this position vacant for as short a period of time as possible.

If this position were not filled, there could be significant delays in having vouchers processed for Assigned Counsel and further delay in seeking reimbursement for funds approved through Indigent Legal Services funding (ILSF and Hurrell-Harring) to support the expenses associated with providing indigent defense.

**Abolish Administrative Assistant

Department Head:

Approved?

Yes No

County Administrator:

Resolution #:

Job Qualifications

For Human Resources Use Only:
Job Qualifications Listed here:

Senior Fiscal Officer

MINIMUM QUALIFICATIONS:

A) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree in accounting, business administration or a closely related field and one (1) years of full time, paid experience in accounting or finance work which shall have included maintaining or auditing double entry books of a business including general ledger, or maintaining government agency books involving appropriation accounting and the preparation of budget and financial reports, OR

B) Graduation from a regionally accredited or New York State registered college or university with an Associate's degree in accounting, business administration or a closely related field and three (3) years of full time, paid experience as described in (A) above, OR

C) Graduation from high school, possession of a high school equivalency diploma or possession of an Individual Education Plan diploma and five (5) years of full time, paid experience as described in (A) above.

St. Lawrence County Vacancy Authorization Form

Treasurer's Office



Type: Abolish & Create

Senior Title Searcher

Subunit (If Applicable):

Date Submitted: 11/13/2023

Reason Vacated: New Position

Position Number: 109000001

Date Vacated:

Position # Abolished: 1068000001

Position Status: Fulltime

Last Fill Date: N/A

Jurisdictional Class: Competitive

Appointee Will Be: Provisional

Hrs Per Week: 35 Shift Length: 7 FTE: 1.00

Budget

Salary of Person Leaving: \$51,624

Fill Request Timeline: Immediately

Benefits: Yes (51.44%) \$26,555

Revenue Generating: No 0 %

Base Salary: \$46,104

Reimbursed by Local,
State or Federal Funds: No 0 %

Base Hourly: \$25.34

Grade: 22

Net County Cost: \$78,179

*Net County Cost is calculated from salary of person leaving, if available

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.

The Treasurer's Office currently has two Title Searchers on staff. They are an invaluable and necessary resource for the foreclosure process. Properties heading into foreclosure are "stuffed" by our office. Title Searches require a high degree of accuracy due to the legal and financial impact of the work performed.

Due to a continuing chain of Title Searcher vacancies, we wish to address the need to have a Senior Title Searcher position in order to provide guidance and training to incoming Title Searchers. This position will plan methods, procedures and work priorities of staff to meet all the stringent deadlines for the tax foreclosure, as well as review work of subordinate staff, while continuing to work year round on title searches in preparation for the public auction of real property. The Senior Title Searcher will be responsible for the review of all searches performed along with keeping detailed reports of Title Searches and ensuring the workflow process is completed within the necessary timeframe for the foreclosure process.

This position is an asset to Real Property Office, the Planning Office, the County Attorney's Office as well as the Board of Legislator's Office. Our Title Search staff help clear up back titles, resolve plotting problems, research old abstract maps and deeds and work closely with the map techs clearing up issues.

Department Head: Renee Cole

Approved?

Yes No

County Administrator:

Resolution #:

Job Qualifications

For Human Resources Use Only:
Job Qualifications Listed here:

Senior Title Searcher

MINIMUM QUALIFICATIONS: Either:

(A) Possession of an Associate's Degree in Paralegal Studies, Business, Surveying, Drafting, Engineering Technology, or a closely-related field, and two (2) years of full-time or equivalent part-time paid experience in performing title searches or abstracts of real property; OR

(B) Graduation from high school, possession of a high school equivalency diploma or possession of an Individual Education Plan diploma and four (4) years of full-time or equivalent part-time paid experience in performing title searches or abstracts of real property

St. Lawrence County Vacancy Authorization Form

Treasurer's Office



Type: Abolish & Create

Senior Fiscal Officer

Subunit (If Applicable):

Date Submitted: 11/28/2023

Reason Vacated: New Position

Position Number: 099600001

Date Vacated:

Position # Abolished: 100300008

Position Status: Fulltime

Last Fill Date:

Jurisdictional Class: Competitive

Appointee Will Be: Provisional

Hrs Per Week: 35 Shift Length: 7 FTE: 1.00

Budget

Salary of Person Leaving: \$50,678

Fill Request Timeline: Immediately

Benefits: Yes (51.44%) \$26,069

Revenue Generating: No 0 %

Base Salary: \$51,624

Reimbursed by Local,
State or Federal Funds: No 0 %

Base Hourly: \$27.84

Grade: 25

Net County Cost: \$76,746

*Net County Cost is calculated from salary of person leaving, if available

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 plays a critical role in a number of financial functions provided to the County by the Treasurer's Office. The Treasurer's Office administers several in house programs. One is Community Colleges (CC): eligibility, enrollment, auditing of college invoices, communications with county municipalities are all handled by our office, and this position would manage the entire process. Another program this position will administer is the Hotel Occupancy tax program, with similar responsibilities as CC program. Another critical role of the Treasurer's office is the review of financial transactions prior to posting to our permanent record. This position would be in charge of reviewing weekly invoices scheduled by county departments for payment (we issued over 12,000 checks, pcard payments, and special checks in 2022). Our office also prepares the 1099's sent annually to vendors; this process involves review of payments made to vendors, review of tax documents collected, and preparation and mailing completed forms. This responsibility will rest on this position. This position is also responsible for the tracking and reporting of Bail, as well as Fines & Surcharges. Included in these responsibilities is the review of court documents, check issuance, and other reporting as required by the programs. We are also assigning more year-end reconciliation and review work to this position as our upper level staff is overwhelmed with the workload. We have high standards and expectations for our reporting, and our care and attention to detail contribute to the success of the County's results. Also responsible for review of daily cash receipts (6,109 in 2022) for account errors prior to updating the G/L. Other responsibilities include check printing, warrant positing, reconciling the monthly credit card bill and closeout, requisition and invoice entry for the Treasurer's Office, set up new vendors for county staff, and provides support to payroll as needed to help meet deadlines.

****Abolish Principal Account Clerk**

Department Head: Renee Cole

Approved?

Yes No

County Administrator:

Resolution #:

Job Qualifications

For Human Resources Use Only:
Job Qualifications Listed here:

Senior Fiscal Officer

MINIMUM QUALIFICATIONS:

A) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree in accounting, business administration or a closely related field and one (1) years of full time, paid experience in accounting or finance work which shall have included maintaining or auditing double entry books of a business including general ledger, or maintaining government agency books involving appropriation accounting and the preparation of budget and financial reports,
OR

B) Graduation from a regionally accredited or New York State registered college or university with an Associate's degree in accounting, business administration or a closely related field and three (3) years of full time, paid experience as described in (A) above, OR

C) Graduation from high school, possession of a high school equivalency diploma or possession of an Individual Education Plan diploma and five (5) years of full time, paid experience as described in (A) above.

January 2, 2024

Finance Committee: 12-18-2023

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN AN AGREEMENT WITH NEW YORK STATE OFFICE OF INFORMATION TECHNOLOGY SERVICES (ITS) FOR UPGRADED DIGITAL ORTHOIMAGERY PROGRAM AND MODIFYING THE 2024 BUDGET FOR THE COUNTY ADMINISTRATOR'S OFFICE

By Mr. Gennett, Chair, Finance Committee

WHEREAS, orthoimagery is invaluable for emergency response, environmental, planning and real property uses, and

WHEREAS, the New York Statewide Digital Orthoimagery Program (NYSDOP) has collected aerial imagery for a portion of the State every year, and

WHEREAS, St. Lawrence County is planned for inclusion of new imagery in the Spring of 2024, and

WHEREAS, the New York State Office of Information Technology Services (ITS) funds a base program covering counties with 1-foot pixel four-band orthoimagery at no cost to the County, and

WHEREAS, an upgrade is available to increase the imagery resolution to 0.5-foot pixel four-band orthoimagery, providing a sharper, more detailed image, at a cost of \$182,200,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign an agreement with New York State Office of Information Technology Services (ITS) for upgraded digital orthoimagery program, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2024 Budget for the County Administrator's Office, as follows:

DECREASE APPROPRIATIONS:

B1019904 49700	B SPEC Contingency Account	\$182,200
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INCREASE APPROPRIATIONS:

BL010104 43007	B LB Other Fees & Services	\$182,200
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January 2, 2024

Finance Committee: 12-18-2023

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN CONTRACTS

By Mr. Gennett, Chair, Finance Committee

WHEREAS, the following organizations have appropriations in the 2024 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>
Alzheimer's Disease & Related Disorders Assoc.	OA067724 43007	Rate Schedule
Bigleaf Networks	CD016804 43007	\$9,500
Catholic Charities (Incest Offenders)	DAS60104 430CA	\$42,000
Catholic Charities (CSS)	A4143224 465CC	\$247,560
Catholic Charities (CRV)	A4243224 465CC	\$128,153
Childcare Coordinating Council of North Country	Various Accounts	Rate Schedule
Children's Home of Jefferson County	A4443224 465CH	\$21,644
Children's Home of Jefferson County (Fost. Futures)	DSC61194 465IL	\$77,700
Citizen Advocates	A4143224 465CA	\$20,063
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	\$330,789
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	\$13,000
Karole Houle-Marolf	DAA60104 43007	\$4,680
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
Neurodevelopmental Health Services	Various Accounts	Rate Schedule
North Country Freedom Homes	A2342504 46500	\$641,585
North Country Transitional Living Services (CRV)	A4243224 465TL	\$112,128
North Country Transitional Living Services (OFS)	A4443224 465TL	\$157,534
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

January 2, 2024

Northern Regional Center (OFS)	A4443224 465NR	\$185,929
NYS DOCCS Office	ON067724 45200	\$2,000
NYSID, Inc.	DAA60104 43006	(up to) \$195,000
Our Lady of Lourdes Hospital and Twin Tier Pathology	PC011854 451000 and PC011854 407MF	Rate Schedule
Peter Ladd, PhD	Various Accounts	Rate Schedule
Potsdam Housing Authority	ON067724 40700	Site Use Only
Qualified Individuals	DAS60104 430QI	Rate Schedule
Reachout, Inc. (CSS)	A4143224 465RO	\$55,769
Reachout, Inc. (CRV)	A4243224 465RO	\$306,016
Reachout, Inc. (CRV)	A4243224 465RO HLINE	\$27,000
Reachout, Inc. (CPP)	A4343224 465RO	\$38,381
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
SADA	CD016804 42004	\$2,500
Safe Harbour	Various Accounts	\$44,217
School Districts	Various Accounts	Rate Schedule
Saint Lawrence Pathology PLLC	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 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	\$20,000
SLC Information Technology	DAA60104 47802	(up to) \$189,108
SLC Soil & Water Conservation District	B1S87304 46000	\$60,423
SLC Trails Services Agreement	B1070204 46000	\$50,000
SLC Forestry	BF087104 43007	\$80,000
SL-Lewis BOCES (Parenting Education)	DSG60704 465PE	\$179,545
Seaway Valley Prevention Council (SVPC)	A2442504 46500	\$1,214,443
Seaway Valley Prevention Council	A4143224 465SV	\$45,558
Seniors Helping Seniors	OA067724 43007	Rate Schedule
St. Joseph's Rehabilitation Center	A2142304 46500	\$178,441
St. Lawrence Health System	PC011854 451000 and PC011854 407MF	Rate Schedule
STEP-BY-STEP (CSS)	A4143224 465SS	\$106,290
STEP-BY-STEP (CRV)	A4243224 465SS	\$102,536
STEP-BY-STEP (CPP)	A4343224 465SS	\$194,760
STEP-BY-STEP (DSS)	Various Accounts	(up to) \$192,000
Tiffany Nelson-Fuse (QRTP)	Various Accounts	Rate Schedule
Transitional Emp. Advancement Program (TEAP)	Various Accounts	Rate Schedule
The Arc Jefferson-St. Lawrence NY (CSS)	A4143224 465AR	\$232,436
The Arc Jefferson-St. Lawrence NY (CRV)	A4243224 465AR	\$65,002
The Arc Jefferson-St. Lawrence NY (OFS)	A4443224 465AR	\$269,025
Town of Fine	ON067724 40700	\$4,200
United Helpers (CRV)	A4243224 465UH	\$31,748
United Helpers (OFS)	A4443224 465UH	\$720,269
Usherwood Office Technologies	CD016804 43007	\$2,000
Venesky & Company	PA040104 43003	\$35,150
Volunteer Transportation Center	OA067724 443VT	\$75,000
Volunteer Transportation Center (DSS)	Various Accounts	Rate Schedule
Wendy's Wonderful Kids	DAS60104 430HF	Rate Schedule
Youth Advocate Programs, Inc. /YAP (CORE)	DSC61194 465YA	\$796,356
YAP (Raise the Age)	Various Accounts	\$399,926

January 2, 2024

YAP (Reunification)
YAP (YES)

DSC61094 465YA PRP
DSC61094 465YA PJDC

\$1,260,487
\$428,648

January 2, 2024

Finance Committee: 12-18-2023

RESOLUTION NO. _____

NEWSPAPER DESIGNATION

By Mr. Gennett, 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 2024:

LOCAL LAWS AND OTHER MATTERS REQUIRED BY LAW TO BE PUBLISHED

Johnson Newspapers

North Country This Week

Gouverneur Tribune Press

January 2, 2024

Finance Committee: 12-18-2023

RESOLUTION NO. _____

ADOPTION OF THE RULES OF PROCEDURE

By Mr. Gennett, 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 2, 2024, 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 2, 2024

St. Lawrence County

BOARD OF LEGISLATORS

* * *

RULES OF PROCEDURE

Adopted January 2, 2024

Resolution No. _____

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

January 2, 2024

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

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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.

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- 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.

January 2, 2024

- 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, 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 2024 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.

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2. County Departments must submit any resolution for Committee consideration with the Clerk of the Board by the submission deadline in accordance with the 2024 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.

January 2, 2024

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 2, 2024

- 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.

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ATTACHMENT A
St. Lawrence County Board of Legislators 2024 Meetings Schedule
 January – December

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

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.
 *Note: In reference to Submission Date or Pre-Committee Date, If the day falls on a holiday, it will be due the previous day (Shown in Italics)

January 2, 2024

Finance Committee: 12-18-2023

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH THE ST. LAWRENCE COUNTY INDUSTRIAL DEVELOPMENT AGENCY TO PROVIDE ECONOMIC DEVELOPMENT SERVICES FOR ST. LAWRENCE COUNTY

By Mr. Gennett, Chair, Finance Committee

WHEREAS, Resolution No. 446-2019 authorized a contract with St. Lawrence County Industrial Development Agency for economic development services for three (3) years, ending December 31, 2023, and

WHEREAS, recognizing the value of the work of the IDA, who demonstrates a vital service to encourage and support economic development in St. Lawrence County, and renewing and extending the contract with the IDA will benefit the County, and

WHEREAS, the partnership between the IDA and St. Lawrence County is an important variable in the continuous efforts to recruit and retain business in the County and with the unique challenges in a rural county in New York State; the County has been well served by the work of the IDA,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with the St. Lawrence County Industrial Development Agency (IDA) to provide for economic development services in St. Lawrence County, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the Board of Legislators authorizes the provision of services on the terms and conditions as provided for in the contract, and modifying the terms of the contract and payment provisions as follows:

- The terms of the contract will be four (4) years beginning January 1, 2024, and ending December 31, 2027.
- The payment provision of the contract will be modified to provide annual payments as follows (B1064604 460ID) in quarterly payments:

2024	\$400,000
2025	\$400,000
2026	\$425,000
2027	\$450,000

BE IT FURTHER RESOLVED that quarterly and annual reports will be provided to the County Administrator and Board of Legislators.

January 2, 2024

Finance Committee: 12-18-2023

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH THE ST. LAWRENCE COUNTY CHAMBER OF COMMERCE FOR TOURISM PROMOTION

By Mr. Gennett, Chair, Finance Committee

WHEREAS, Resolution No. 19-2021 authorized the Chair to sign a contract with the St. Lawrence County Chamber of Commerce for tourism promotion for a term of January 1, 2021 through December 31, 2023, and

WHEREAS, Resolution No. 364-2023 was adopted November 6, 2023, designating the St. Lawrence County Chamber of Commerce, once again, as the St. Lawrence County Promotion Agency, and

WHEREAS, the 2024 Budget includes \$257,860 (B1064104 465CC) in the County Administrator's Office Budget for the Chamber of Commerce for tourism promotion in 2024, and

WHEREAS, the St. Lawrence County Chamber of Commerce represents the County as its Tourism Promotion Agent by creating a comprehensive marketing and advertising campaign, consisting of events, attractions, and recreational opportunities throughout the County, and

WHEREAS, tourism marketing and the opportunity to leverage state grant opportunities operates on a two-year cycle and requires a digital marketing presence,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with the St. Lawrence County Chamber of Commerce for Tourism Promotion, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the contract will continue the funding mechanism to a formula that incentivizes the Chamber to work diligently to improve tourism in St. Lawrence County by providing fifty percent (50%) of the five-year rolling average received in occupancy tax as an appropriation for each year of this contract, and

BE IT FURTHER RESOLVED that the County recommends that the Chamber of Commerce continue to improve its financial position and bring measurable successes to the Board of Legislators annually for review, and

BE IT FURTHER RESOLVED that the Chamber of Commerce continue to review potential projects for County funding and to bring forward requests when appropriate.

January 2, 2024

Finance Committee: 12-18-2023

RESOLUTION NO. _____

**MODIFYING THE 2023 BUDGET FOR SOCIAL SERVICES FOR ADMINISTRATION,
MEDICAID, TEMPORARY ASSISTANCE, MAINTENANCE, OFFICE SUPPLIES,
FURNITURE, FUEL, AND MILEAGE REIMBURSEMENT**

By Mr. Gennett, Chair, Finance Committee

WHEREAS, due to higher than anticipated costs in several areas and lower local weekly medical assistance costs, it is necessary to modify the 2023 Social Services Budget,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorize the Treasurer to modify the 2023 Budget for Social Services for administration, Medicaid, temporary assistance, maintenance, office supplies, furniture, fuel, and mileage reimbursement, as follows:

INCREASE APPROPRIATIONS:

DAA60104 40800	D Adm Maintenance Building	\$16,000
DAA60104 42000	D Adm Office Supplies & Expenses	30,000
DAE60104 40700	D Emp Building and Property Rent	10,000
DAH60104 420GE HEAP	D HEAP Office Supplies	1,400
DAM60102 21000	D MAEL Furniture	1,500
DAM60104 43007	D MAEL Other Fees	18,000
DAP60104 499CN	D TA Client Notices	25,000
DAS60104 44100	D SG I/D Fuel Charges	45,000
DAS60104 44500	D SG Other Travel	20,000
DPA61424 46100	D EAA Directs	5,000
DSC61194 46500 ADAD	D ADCFC Adoption Subsidies	1,728,100
DSJ61234 465IB EAJD	D EAF JD/PINS Inst Board	<u>120,000</u>
		\$2,020,000

INCREASE REVENUE:

DPA36425 56000	D SA Emerg Aid for Adults	\$2,500
DA036105 56000	D SA General Admin	15,500
DA046105 57000	D FA General Admin	24,100
DSC36195 56000	D SA Child Care	535,700
DSC46195 57000	D FA Child Care	864,100
DAS36105 560CW	D SA Child Welfare Funding	<u>4,000</u>
		\$1,445,900

DECREASE APPROPRIATIONS:

DAA60102 26000	D ADM Other Equipment	\$10,000
DPS61404 46100	D HR Directs	315,000
DSC61094 465YA PRP	D PRP Prevention/Reunification	200,000
DMG61014 46500	D LR Repayment Due State	10,000

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DMM61004 46500
B1019904 49700

D Medicaid to State
B Spec Contingency Account

50,000
235,200
\$820,200

DECREASE REVENUE:

DPS36405 56000
DSC36705 560CW

D SA Safety Net
D SA Child Welfare Funding

\$91,100
155,000
\$246,100