

BOARD OF LEGISLATORS
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RUTH A. DOYLE
County Administrator

DAVID FORSYTHE
Chair, Board of Legislators

TO: St. Lawrence County Legislators and Other Interested People

FROM: Kelly S. Bigwarfe, Deputy Clerk

DATE: December 1 , 2023

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, December 4, 2023**, in the Legislative Board Room.

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

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

Order of Business:

Call to Order
Roll Call
Prayer followed by the Pledge of Allegiance
Longevity Ceremony
Approval of Agenda
Approval of Minutes
Communications
Citizen Participation
Presentation of Resolutions
County Administrator's Report
Old/New Business
Committee Reports
Executive Session
Appointments
Chair's Appointments
Adjournment

December 4, 2023

Operations Committee: 11-13-2023

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH PASSIO TECHNOLOGIES FOR AN ELECTRONIC PASSENGER COUNTING SYSTEM

By Ms. Curran, Chair, Operations Committee

WHEREAS, St. Lawrence County issued a Request for Proposals for an Electronic Passenger Counting System for the public transit buses (N2B56302 25000, N2B56302 23000), and

WHEREAS, a competitive process was conducted and a single proposal was received, and

WHEREAS, Passio Technologies was determined to offer the best value for its system and can be fully integrated with the new technology in the bus fleet, and

WHEREAS, these investments do not require a County contribution and will be reimbursed with State and Federal transit funds awarded by the New York State Department of Transportation,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with Passio Technologies for an Electronic Passenger Counting System, upon approval of the County Attorney.

December 4, 2023

Operations Committee: 11-13-2023

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH BRASCO INTERNATIONAL, INC. FOR A SOLAR-POWERED BUS SHELTER

By Ms. Curran, Chair, Operations Committee

WHEREAS, St. Lawrence County issued an Invitation to Bid to purchase a bus shelter (N2B56302 25000) that will be installed at the Human Services Center located at 80 State Highway 310, Canton, and

WHEREAS, a competitive process was conducted and a single bid was received, and

WHEREAS, Brasco International, Inc. was determined to offer the best value for a solar-powered bus shelter that provides automatic evening lighting, and

WHEREAS, these investments do not require a County contribution and will be reimbursed with State and Federal transit funds awarded by the New York State Department of Transportation,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with Brasco International, Inc. for a solar powered bus shelter, upon approval of the County Attorney.

December 4, 2023

Operations Committee: 11-13-2023

RESOLUTION NO. _____

MODIFYING THE 2023 BUDGET FOR THE PLANNING OFFICE FOR PUBLIC TRANSPORTATION SERVICES FOR ST. LAWRENCE COUNTY

By Ms. Curran, Chair, Operations Committee

WHEREAS, New York State Department of Transportation (DOT) awarded \$1,314,830 to St. Lawrence County for Section 5311 Operating Assistance (OA); Section 5311 Supportive Employment Services (SES); and Mobility Management funding to offset expenses related to the delivery of its public transportation services, and

WHEREAS, this funding amounts are designated as \$564,205 for costs incurred in 2022 and \$750,625 for costs incurred in 2023, and

WHEREAS, the 2023 adopted Budget included \$603,222 for this funding, therefore a budget modification to increase revenue of \$147,403 is required,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorize the Treasurer to modify the 2023 Budget for the Planning Office for Public Transportation Services, as follows:

INCREASE APPROPRIATIONS:

N2B56304 43007	N BUS Other Fees and Services	\$117,922
N2B56304 465AD	N ADMIN Costs to Planning	<u>29,481</u>
		\$147,403

INCREASE REVENUE:

N2B45895 57003	N FA Bus Operations	\$147,403
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December 4, 2023

Operations Committee: 11-13-2023

RESOLUTION NO. _____

**MODIFYING THE 2023 BUDGET FOR THE PLANNING OFFICE FOR
ADDITIONAL FUNDING FOR PUBLIC TRANSPORTATION SERVICES
FOR ST. LAWRENCE COUNTY**

By Ms. Curran, Chair, Operations Committee

WHEREAS, based on a recommendation by the New York State Department of Transportation (NYSDOT), the Federal Transit Administration awarded St. Lawrence County \$889,500 under the Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA) to offset expenses in 2021 and 2022, and

WHEREAS, based on a recommendation by the New York State Department of Transportation, the Federal Transit Administration awarded the County ~~\$889,500~~ **\$922,395** under the ~~Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA)~~ **American Rescue Plan Act of 2021 (ARPA)** to offset expenses in 2022 for ~~\$396,880~~ **\$363,642** and 2023 for ~~\$525,515~~ **\$558,753**, and

WHEREAS, these awards require a budget modification,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorize the Treasurer to modify the 2023 St. Lawrence County Budget as follows:

INCREASE APPROPRIATIONS:

N2B56304 43007	N BUS Other Fees and Services	\$420,515	\$430,337
N2B56304 465AD	N ADMIN Costs to Planning	105,000	128,416
		\$525,515	\$558,753

INCREASE REVENUE:

N2B45895 57003	N FA Bus Operations	\$525,515	\$558,753
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BE IT FURTHER RESOLVED that the Board of Legislators authorizes the Planning Office to perform all necessary activities to secure and disperse these funds, and to close out the awards as may be required.

Note: Change made at committee is reflected in bold.

December 4, 2023

Operations Committee: 11-13-2023

RESOLUTION NO. _____

**MODIFYING THE 2023 BUDGET FOR FORESTRY FOR AN INCREASE
IN FUNDS AWARDED TO THE SNOWMOBILE TRAIL GRANT**

By Ms. Curran, Chair, Operations Committee

WHEREAS, the New York State Office of Parks & Recreation has modified the timeline for disbursement of funds to the St. Lawrence County Snowmobile Grant and Aide Program, and

WHEREAS, for calendar year 2023 and going forward, seventy percent (70%) of funds will be released in the third quarter of the State Fiscal Year, and thirty percent (30%) will be released in the fourth quarter of the State Fiscal Year, and

WHEREAS, the New York State Office of Parks & Recreation has awarded \$224,568 to the St. Lawrence County 2023-2024 Snowmobile Grant and Aid Program of which \$157,198 (70%) and is due to the Trail Maintenance Entities in 2023, and

WHEREAS, the current budget has \$91,911 and modification of an additional \$65,287 is needed to meet the \$157,198 amount,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2023 Budget for Forestry for an increase of funds awarded to the Snowmobile Trails Grant, as follows:

INCREASE APPROPRIATIONS:

BF087104 46000 SNOW	B Snow Other Fees & Services	\$65,287
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INCREASE REVENUE:

BF038895 56000	B Forestry Snowmobile Grant	\$65,287
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December 4, 2023

Operations Committee: 11-13-2023

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN THE 2023-2024 CRIMINAL JUSTICE
DISCOVERY REFORM GRANT WITH NEW YORK STATE DEPARTMENT
OF CRIMINAL JUSTICE SERVICES FOR THE DISTRICT ATTORNEY'S OFFICE**

By Ms. Curran, Chair, Operations Committee

WHEREAS, the District Attorney received notification of a one year funding option for the 2023-2024 Criminal Justice Discovery Reform Grant in the amount of \$417,930 through the New York State Division of Criminal Justice Services, for the period of April 1, 2023 through March 31, 2024, and

WHEREAS, the grant will subsidize the cost of two Assistant District Attorney positions (\$248,228) with the focus on the implementation of discovery and/or bail reform efforts by the New York State Legislator; the cost of an Ogdensburg Police Officer (\$92,362) dedicated to the Discovery Demands as well as new bail reform obligations; the cost of PCMS Program Discovery Storage Fees used for discovery (\$4,212); and to expedite Grand Jury Transcripts to comply with Criminal Procedure Law Section 245.20 (\$73,128), and

WHEREAS, the New York State Division of Criminal Justice Services and New York State Attorney recognize the value of the assistance of the St. Lawrence County District Attorney's Office, Ogdensburg Police Department, and the Prosecution Criminal Management System (PCMS) with the implementation of discovery and/or bail reform efforts,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign the 2023-2024 Criminal Justice Discovery Reform Grant, and any subsequent amendments, with New York State Department of Criminal Justice Services for the District Attorney's Office, upon approval of the County Attorney.

December 4, 2023

Operations Committee: 11-13-2023

RESOLUTION NO. _____

**AUTHORIZING THE CREATION OF A SOLAR ECLIPSE PLANNING
AND EMERGENCY MANAGEMENT AD HOC COMMITTEE**

By Ms. Curran, Chair, Operations Committee

WHEREAS, on April 8, 2024, a total solar eclipse is predicted to occur over St Lawrence County, and

WHEREAS, St. Lawrence County has been identified as one of the premier locations to observe the total solar eclipse in the United States, and

WHEREAS, it is anticipated that there will be an influx of visitors to St Lawrence County who will view the total solar eclipse significantly contributing to the local tourism economy and marketing of the County, and will also be contributing to an short, although tremendous impact on resources available in the County, as well as potential impact on response time for emergency services, and

WHEREAS, it is recommended in the best interest of the public to create a Solar Eclipse Planning and Emergency Management Committee to consider such issues, to help organize local planning efforts, and to advise and make recommendations to the Board of Legislators for the adoption of a Plan, and

WHEREAS, the Solar Eclipse Planning and Emergency Management Committee will review and advise on matters to include; but not limited to, policies related to public safety, public health, traffic control, community events, marketing, and emergency planning sufficient to address the crowds anticipated to visit St Lawrence County,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the creation of a Solar Eclipse Planning and Emergency Management Ad Hoc Committee, and

BE IT FURTHER RESOLVED that the Board of Legislators will review and consider recommendations from the Solar Eclipse Planning and Emergency Management Ad Hoc Committee to ensure that policies related to public safety, public health, traffic control, and emergency planning are sufficient to address the crowds anticipated to visit St Lawrence County and to prepare for April 8, 2024, and the cleanup afterwards, and

BE IT FURTHER RESOLVED that the Chair of the Board of Legislators will appoint members to the Solar Eclipse Planning and Emergency Management Committee (the "Solar Eclipse Committee"), and

BE IT FURTHER RESOLVED this Ad Hoc Committee will disband upon completion of the assignment.

December 4, 2023

Operations Committee: 11-13-2023

RESOLUTION NO. _____

MODIFYING THE 2023 BUDGET FOR THE ASSIGNED COUNSEL PROGRAM

By Ms. Curran, Chair, Operations Committee

WHEREAS, the cost for Assigned Counsel for Indigent Defense has exceeded the 2023 budgeted appropriations, and

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2023 Budget for the Assigned Counsel Program, as follows:

INCREASE APPROPRIATIONS:

IA011704 430AC	IA AC Appeals Cases	\$15,000
IA011704 430CC	IA AC Criminal Cases	60,000
IA011704 430FC	IA AC Family Court Cases	<u>125,000</u>
		\$200,000

DECREASE APPROPRIATIONS:

B1019904 49700	B SPEC Contingency Account	\$200,000
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Note: Change made at committee is reflected in bold.

December 4, 2023

Services Committee: 11-20-2023

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN THE 2024 ANNUAL UPDATE (AU) PLAN

By Mr. Hull, Chair, Services Committee

WHEREAS, the New York State Office for the Aging requires each Office for the Aging to submit an Annual Update (AU) Plan for funding, and

WHEREAS, these funds enable the Office for the Aging to provide a variety of programs and services to County residents, age 60 and older, to help them age in place, and

WHEREAS, the completed AU Plan for funding package must be signed by the Chief Executive Officer of St. Lawrence County,

NOW, THEREFORE, BE IT RESOLVED that Board of Legislators authorizes the Chair to sign the 2024 Annual Update (AU) Plan, upon approval of the County Attorney.

December 4, 2023

Services Committee: 11-20-2023

RESOLUTION NO. _____

**MODIFYING THE 2023 BUDGET FOR THE OFFICE FOR THE AGING
FOR ADDITIONAL FUNDING FOR THE EXPANDED IN-HOME
SERVICE FOR THE ELDERLY PROGRAM**

By Mr. Hull, Chair, Services Committee

WHEREAS, the Office for the Aging has received additional Expanded In-Home Service for the Elderly Program (EISEP) Funding from the New York State Office for the Aging (NYSOFA), and

WHEREAS, EISEP Funding is used to provide personal care services for approximately sixty (60) qualifying seniors within the County,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2023 Budget for the Office for the Aging for additional funding for the Expand In-Home Service for the Elderly Program, as follows:

INCREASE APPROPRIATIONS:

OA067724 43007	O PFA Other Fees & Services	\$31,438
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INCREASE REVENUE:

OA037725 56002	O SA EISEP	\$31,438
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December 4, 2023

Services Committee: 11-20-2023

RESOLUTION NO. _____

**MODIFYING THE 2023 BUDGET FOR THE OFFICE FOR THE AGING
FOR ADDITIONAL FUNDING FOR THE COMMUNITY SERVICES
FOR THE ELDERLY PROGRAM**

By Mr. Hull, Chair, Services Committee

WHEREAS, the Office for the Aging has received additional funding from the New York State Office for the Aging (NYSOFA) for the Community Services for the Elderly (CSE) Program, and

WHEREAS, CSE Funding is used to provide personal emergency response and senior transportation services within the County,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2023 Budget for the Office for the Aging for additional funding for the Community Services for the Elderly Program, as follows:

INCREASE APPROPRIATIONS:

OA067724 43007	O PFA Other Fees & Services	\$21,160
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INCREASE REVENUE:

OA037725 56001	O SA Community Services Elderly	\$21,160
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December 4, 2023

Services Committee: 11-20-2023

RESOLUTION NO. _____

**MODIFYING THE 2023 BUDGET FOR THE OFFICE FOR THE AGING
FOR ADDITIONAL FUNDING FOR THE WELLNESS IN NUTRITION PROGRAM**

By Mr. Hull, Chair, Services Committee

WHEREAS, the Office for the Aging has received additional funding from the New York State Office for the Aging for the Wellness in Nutrition (WIN) Program, and

WHEREAS, WIN Funding is used to provide congregate and home delivered meals for the senior population of the County,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2023 Budget for the Office for the Aging for additional funding for the Wellness in Nutrition Program, as follows:

INCREASE APPROPRIATIONS:

ON067724 42000	O Nutr Office Supplies & Expense	\$500
ON067724 42202	O Nutr Equip Repair & Main	10,000
ON067724 42800	O Nutr Nutrition Site Supplies	20,000
ON067724 445VD	O Nutr Volunteer Driver	<u>28,593</u>
		\$59,093

INCREASE REVENUE:

ON037725 56000	O SA SNAP Reimbursement	\$59,093
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December 4, 2023

Services Committee: 11-20-2023

RESOLUTION NO. _____

**MODIFYING THE 2023 BUDGET FOR THE OFFICE FOR THE AGING
FOR ADDITIONAL FUNDING FOR OLDER AMERICAN ACT (OAA)
TITLE III C-2 HOME DELIVERED NUTRITION PROGRAM**

By Mr. Hull, Chair, Services Committee

WHEREAS, the Office for the Aging has received additional funding from the New York State Office for the Aging for Older American Act (OAA) Title III C-2 Home Delivered Nutrition Program, and

WHEREAS, Title III C-2 Funding is used for home delivered meals for the senior population of the County,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2023 Budget for the Office for the Aging for additional funding for Older American Act (OAA) Title III C-2 Home Delivered Nutrition Program, as follows:

INCREASE APPROPRIATIONS:

ON067724 45200	O Nutr Food & Supplies Expense	\$29,989
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INCREASE REVENUE:

ON047725 570C2	OFA Title III C2	\$29,989
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December 4, 2023

Services Committee: 11-20-2023

RESOLUTION NO. _____

**MODIFYING THE 2023 BUDGET FOR THE OFFICE FOR THE AGING FOR
ADDITIONAL PERSONAL CARE REVENUE FROM COST SHARE CLIENTS**

By Mr. Hull, Chair, Services Committee

WHEREAS, the Office for the Aging receives personal care reimbursements from cost share clients who have qualified for the Expanded In-Home Services for the Elderly Program (EISEP), and

WHEREAS, the amount of cost share collected has exceeded the amount budgeted for 2023, and

WHEREAS, cost share income will continue to increase as the cost to provide personal care services continues to increase,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2023 Budget for the Office for the Aging for Additional Personal Care Revenue from Cost Share Clients, as follows:

INCREASE APPROPRIATIONS:

OA067724 43007	O PFA Other Fees & Services	\$12,500
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INCREASE REVENUE:

OA027705 550PR	O LR Personal Care Reimbursement	\$12,500
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December 4, 2023

Services Committee: 11-20-2023

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN CONTRACTS FOR EARLY INTERVENTION SERVICES FOR THE PUBLIC HEALTH DEPARTMENT AND SETTING THE 2024 RATES FOR EARLY INTERVENTION SERVICES

By Mr. Hull, Chair, Services Committee

WHEREAS, the Public Health Department contracts for early intervention program services and these contracts are necessary to provide services for the period of January 1, 2024 through December 31, 2024, and

WHEREAS, contracted services include Occupational Therapy (OP), Physical Therapy (PT), Special Instruction Teachers (SI), Speech Language Pathology (SLP), Interpreter Services, and Audiology Therapy, and

WHEREAS, providers hired after December 31, 2019, will be paid the rates for new providers listed below, and

WHEREAS, these services will be paid from the following accounts based on actual services provided: PE040594 430DS PROV; PE040594 48600 PROV; and PE040594 443CM PROV,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign contracts for Early Intervention Services for the Public Health Department, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the following 2024 rates are authorized for Early Intervention Services, as follows:

<u>Services:</u>	<u>Rate for Current Providers:</u>	<u>Rate for New Providers:</u>
Developmental Core Evaluation (General)	\$175	\$155
Core Evaluation (Specialist)	\$108	\$100
Supplemental Evaluations	\$108/150	\$100
Interpreter Services	\$60	\$60
Direct Service Visit	\$60	\$45
Direct Service Visit (Speech)	\$62	\$45
Individual Family Service Plan (IFSP)/CPSE Meeting	\$42	\$30
IFSP Meeting w/Direct Service Visit (provided prior to or after the meeting)	\$60	\$50
Screening	\$175	\$130
Required Quality Assurance & Mandated Trainings	\$60	\$45
Parent/Child Play Group (minimum 2 children, \$12 each additional)	\$70	\$70
Travel Reimbursement for 2 hours travel per day	\$42	\$0
Mileage for Visits (Home or Community)	\$0	\$0.45/per mile

December 4, 2023

Services Committee: 11-20-2023

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN CONTRACTS WITH
VETERINARIANS AND ASSISTANTS FOR RABIES CLINICS**

By Mr. Hull, Chair, Services Committee

WHEREAS, the Rabies Program provides rabies vaccines, rabies certificates, and tags to all animals vaccinated, and also records and maintains the rabies certificates on file for all St. Lawrence County rabies clinics, and

WHEREAS, the Rabies Program is responsible for holding a minimum of one (1) rabies clinic on a quarterly basis within St. Lawrence County, and this is the responsibility of the Public Health Department, and

WHEREAS, one licensed veterinarian and one veterinarian assistant is needed to provide vaccinations for each rabies clinic, and

WHEREAS, veterinarians that work the rabies clinics would receive a rate of \$200 and any assistants would receive a rate of \$54 (PP040424 430VT RAB),

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign contracts with veterinarians and assistants for rabies clinics, upon approval of the County Attorney.

December 4, 2023

Services Committee: 11-20-2023

RESOLUTION NO. _____

**MODIFYING THE 2023 BUDGET FOR PUBLIC HEALTH
FOR THE EARLY INTERVENTION PROGRAM**

By Mr. Hull, Chair, Services Committee

WHEREAS, the Public Health Department is responsible for expenses associated with the Early Intervention Program, and

WHEREAS, there have been higher than anticipated participation and therefore expenses within the Early Intervention Program have increased, and

WHEREAS, there have been lower than anticipated expenses in the Public Health PreK Program and an increase in revenue within the Preventive Services Programs,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2023 Budget for Public Health Department for the Early Intervention Program, as follows:

INCREASE APPROPRIATIONS:

PE040594 430DS	P ECP Direct Service Fees	\$45,000
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DECREASE APPROPRIATIONS:

PK040504 44401	P PREK Special Travel	\$22,500
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INCREASE REVENUE:

PP034015 56000	P SA Public Health Prev & Clinic	\$22,500
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December 4, 2023

Services Committee: 11-20-2023

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH
HEIDI SOUCIS FOR ASSISTANCE AND ADDITIONAL TRAINING IN
CHILDREN'S SERVICES UNIT OF THE DEPARTMENT OF SOCIAL SERVICES**

By Mr. Hull, Chair, Services Committee

WHEREAS, Position No. 817100001, Case Supervisor, Grade A, was vacated on September 28, 2023 due to a retirement, and

WHEREAS, Resolution No. 365-2023 authorized filling the Case Supervisor, Grade A, position in Children's Services at Social Services, and an interim supervisor has been appointed, and

WHEREAS, this Position is critical to programs in Children's Services, which includes Foster Care, Preventive Care, and Adoption Services, and

WHEREAS, if training were not provided, the provision of direct supervision, leadership and review of petitions and violations prior to submission to court, permanency hearings, and compliance conferences could be compromised, and

WHEREAS, the Department of Social Services requests assistance during this transition to a new Case Supervisor, Grade A, Position and the employee who recently retired is available to work contractually, in a training capacity, at her most recent hourly rate for a period not to exceed three (3) months to help with the transition (DAA60104 43007),

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with Heidi Soucis for assistance and additional training in Children's Services Unit of the Department of Social Services, upon approval of the County Attorney.

December 4, 2023

Finance Committee: 11-27-2023

RESOLUTION NO. _____

CHARGING TAX ITEMS & OMITTED TAX PAID

By Mr. Gennett, Chair, Finance Committee

WHEREAS, due to tax refunds, cancellations of taxes, and other assessment errors, and omitted tax payments received, there are various tax items that cannot be collected or payments that result in town credits,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to charge tax items & omitted tax paid, as follows:

2023 Correction of Errors
Charges & Credits to Towns & Districts

Canton Town	\$1,277.72	
Morley Fire - FD003	\$334.45	
Morley Light	\$106.42	
		\$1,718.59
Clifton Highway	\$18.36	
W Clifton Ambulance	\$2.80	
Star Lake Fire - FD006	\$38.13	
Star Lake Water	\$540.00	
Clifton Town	\$23.33	
		\$622.62
Gouverneur Town	\$769.50	
		\$769.50
Lisbon Town	\$400.54	
		\$400.54
Massena Town	\$3,726.09	
		\$3,726.09
Morristown Fire - FD027	\$198.86	
Morristown Town	\$562.18	
		\$761.04
Norfolk Town	\$726.82	
		\$726.82

December 4, 2023

Oswegatchie Town	\$379.20	
		\$379.20
Pierrepont Highway	\$115.72	
Pierrepont Town	\$106.47	
Pierrepont Fire - FD032	\$27.96	
		\$250.15
Potsdam Town	\$2,252.57	
		\$2,252.57
Russell Highway	\$156.89	
Russell Public Library	\$7.81	
Russell Highway Town	\$55.39	
		\$220.09
Stockholm Town	\$46.02	
		\$46.02
Waddington Town	\$165.62	
		\$165.62
Total Chargebacks	\$12,038.85	\$12,038.85

Note: A change was made to correct a clerical error.

December 4, 2023

Finance Committee: 11-27-2023

RESOLUTION NO. _____

ADOPTING MORTGAGE TAX REPORT

By Mr. Gennett, Chair, Finance Committee

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Mortgage Tax Report as submitted by the County Clerk and the County Treasurer is hereby accepted and the County Treasurer is authorized and directed to issue the amounts as set forth in the report to the various tax districts in this County, as follows:

<u>Town/Village</u>	<u>Amount</u>
Brasher	\$8,619.81
Canton:	
Village of Canton	7,913.87
Village of Rensselaer	339.44
Town of Canton	27,935.68
Clare	586.86
Clifton	2,734.98
Colton	17,098.68
Dekalb:	
Village of Richville	151.03
Town of Dekalb	4,135.24
DePeyster	2,129.10
Edwards	1,902.55
Fine	5,906.49
Fowler	9,448.48
Gouverneur:	
Village of Gouverneur	4,971.61
Town of Gouverneur	14,323.34
Hammond:	
Village of Hammond	153.02
Town of Hammond	7,016.68
Hermon	4,028.68
Hopkinton	4,058.72
Lawrence	5,224.29
Lisbon	15,908.52
Louisville:	
Village of West Massena	1,724.38
Town of Louisville	18,813.81
Macomb	3,609.82
Madrid	10,932.83
Massena:	
Village of Massena	15,847.67
Town of Massena	34,272.16
Town of Morristown	19,694.48

December 4, 2023

Norfolk:	
Village of Norwood	120.77
Village of Massena	20.14
Town of Norfolk	17,542.60
Ogdensburg	29,808.59
Oswegatchie:	
Village of Heuvelton	1,303.46
Town of Oswegatchie	24,630.65
Parishville	4,878.95
Piercefield	2,054.10
Pierrepont	17,109.73
Pitcairn	3,516.15
Potsdam:	
Village of Potsdam	11,041.06
Village of Norwood	2,467.61
Town of Potsdam	44,531.83
Rossie	2,868.41
Russell	6,816.58
Stockholm	23,976.76
Waddington:	
Village of Waddington	2,984.79
Town of Waddington	<u>11,507.49</u>
Totals:	\$456,661.89

December 4, 2023

Finance Committee: 11-27-2023

RESOLUTION NO. _____

**APPROVING SUPPLEMENTAL AGREEMENT #1 WITH BARTON AND LOGUIDICE,
D.P.C., FOR CONSTRUCTION INSPECTION (CI) SERVICES FOR LAZY RIVER
ROAD OVER GRASSE RIVER, BIN 3341820, PIN 775332**

By Mr. Gennett, Chair, Finance Committee

WHEREAS, Resolution No. 221-2021 authorized the Chair to sign a contract with Barton and Loguidice, D.P.C., for consulting services for the Lazy River Road over Grasse River Project (the “Project”), and

WHEREAS, the Board of Legislators approves and funds Capital Bridge Projects on an annual basis, and

WHEREAS, Barton and Loguidice, D.P.C., is currently providing consulting services for this Project and is qualified to provide construction inspection services with fresh water mussel relocation, and

WHEREAS, with concurrence from the NYS DOT, a supplemental agreement is required to provide construction inspection services for this Project,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators approves Supplemental Agreement #1 for Construction Inspection (CI) Services for :

Consultant:	Barton and Loguidice, D.P.C.
Contract Title:	Lazy River Road over Grasse River BIN: 3341820 PIN: 775332, Town of Russell
Construction	\$381,500
Inspection Fee:	HM651204 465CO 2101

BE IT FURTHER RESOLVED that the Board of Legislators authorizes the Chair to execute all necessary contracts related to this project, upon approval of the County Attorney.

December 4, 2023

Finance Committee: 11-27-2023

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH
KAROL L. HOULE-MAROLF FOR CLEANING SERVICES AT THE
DEPARTMENT OF HIGHWAYS LISBON OUTPOST**

By Mr. Gennett, Chair, Finance Committee

WHEREAS, the Department of Highways is in need of professional cleaning services for its Lisbon Outpost located at 554 County Route 28A, Lisbon (HR051304 40800 LOP), and

WHEREAS, the County requested quotes/solicited proposals from qualified cleaning services in accordance with the procurement procedures of the County, and

WHEREAS, Karol L. Houle-Marolf was the lowest bid in the amount of \$74.30 per week for a one (1) year contract beginning on the award date,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with Karol L. Houle-Marolf for cleaning services at the Department of Highways Lisbon Outpost, upon approval of the County Attorney.

December 4, 2023

Finance Committee: 11-27-2023

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH
MEOLA ENTERPRISE FOR CLEANING SERVICES AT THE
DEPARTMENT OF HIGHWAYS POTSDAM AND RUSSELL OUTPOSTS**

By Mr. Gennett, Chair, Finance Committee

WHEREAS, the Department of Highways is in need of professional cleaning services for its Potsdam Outpost located at 7074 US Highway 11, Potsdam and Russell Outpost located at 3896 County Route 24, Russell (HR051304 40800 POP and HR051304 40800 ROP), and

WHEREAS, the County requested quotes from qualified cleaning services in accordance with the procurement procedures of the County, and

WHEREAS, Meola Enterprise was the lowest bid in the amount of \$70.50 per week for the Potsdam Outpost and \$57.50 for the Russell Outpost for a one (1) year contract beginning on the award date,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with Meola Enterprise for cleaning services at the Department of Highways Potsdam and Russell Outposts, upon approval of the County Attorney.

December 4, 2023

Finance Committee: 11-27-2023

RESOLUTION NO. _____

APPROVING SUPPLEMENTAL AGREEMENT #3 WITH STANTEC CONSULTING SERVICES, INC. FOR CONSTRUCTION INSPECTION (CI) SERVICES FOR THE 2022 BRIDGE NY PROJECT, COUNTY ROUTE 35 (SLAB CITY) BRIDGE OVER TROUT BROOK, BIN 3341700, PIN 775394

By Mr. Gennett, Chair, Finance Committee

WHEREAS, the Board of Legislators approves and funds Capital Bridge Projects on an annual basis, and

WHEREAS, Resolution No. 319-2023 authorized the Chair to sign contracts for the 2022 Bridge NY Project for County Route 35 Bridge over Trout Brook, and

WHEREAS, a Supplemental Agreement is now required for CI Services for the Bridge NY Project,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators does hereby approve Supplemental Agreement # 3 for Construction Inspection (CI) Services for:

Consultant: Stantec Consulting Services, Inc.

Contract Title: St. Lawrence County Bridge NY Project
BIN: 3341700
PIN: 775394

Construction: Not to exceed \$358,000
Inspection Fee: HM651204 465CO 2035

BE IT FURTHER RESOLVED that the Board of Legislators authorizes the Chair to execute all necessary contracts related to this project, upon approval of the County Attorney.

December 4, 2023

Finance Committee: 11-27-2023

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN AN AGREEMENT WITH C & S
ENGINEERING, INC., FOR PRELIMINARY PLANS AND COST ESTIMATES**

By Mr. Gennett, Chair, Finance Committee

WHEREAS, the center for maintenance and administration operations for the Department of Highways is currently located on Park Street in the Village of Canton, and

WHEREAS, the facilities at Park Street are in need of review and consideration of future recommendations, and

WHEREAS, the new Highway outpost facilities in Russell, Lisbon, and Potsdam are near completion and are projected to come in under budget which provides the opportunity to determine if relocating the maintenance operations and administration function would be appropriate at this time,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign an agreement with C & S Engineering, Inc., for preliminary plans and cost estimates, for an amount not to exceed \$12,500 (HM651974 430ED POM).

December 4, 2023

Finance Committee: 11-27-2023

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH BARTON AND LOGUIDICE, D.P.C., FOR BIDDING, CONSTRUCTION, AND INSPECTION SERVICES FOR THE GOUVERNEUR TRANSFER STATION IMPROVEMENT PROJECT AND MODIFYING THE 2024 BUDGET FOR SOLID WASTE

By Mr. Gennett, Chair, Finance Committee

WHEREAS, the Gouverneur Transfer Station needs rehabilitation to the scales, and the Prentice framework support needs to be replaced due to structural deterioration, and

WHEREAS, Barton and Loguidice, D.P.C., has prepared a supplemental proposal to provide bidding assistance, construction administration and general engineering services associated with the construction of the Gouverneur Transfer Station Improvement Project for a fee not to exceed \$40,900,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with Barton and Loguidice, D.P.C. for bidding, construction and inspection services for the Gouverneur Transfer Station Improvement Project, upon approval by the County Attorney, and

BE IT FURTHER RESOLVED that the Treasurer is authorized to modify the 2024 Budget for Solid Waste as follows:

DECREASE RETAINED EARNINGS:

05TG0909 50300	Retained Earnings	\$440,900
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INCREASE APPROPRIATED FUND BALANCE:

05TG0599 50300	EL Fund Balance, Appropriated	\$440,900
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INCREASE APPROPRIATIONS:

WT081604 465CO	W TRS Subcontractors	\$400,000
WT081604 430ED	W TRS Engineering Design	<u>40,900</u>
		\$440,900

December 4, 2023

Finance Committee: 11-27-2023

RESOLUTION NO. _____

**ELECTIONS, REAL PROPERTY & COMMUNITY COLLEGE APPORTIONMENTS
FOR THE YEAR 2024**

By Mr. Gennett, Chair, Finance Committee

BE IT RESOLVED that the following apportionments of Elections, Real Property and Community College charges for the year 2024 be applied to the following municipalities of St. Lawrence County:

<u>MUNICIPALITY</u>	<u>ELECTION CHARGES</u>	<u>REAL PROPERTY CHARGES</u>	<u>COMMUNITY COLLEGE CHARGES</u>
BRASHER	\$29,161.30	\$15,636.35	\$35,797.86
CANTON	\$92,669.24	\$22,442.82	\$51,930.31
CLARE	\$11,273.65	\$2,459.46	\$0.00
CLIFTON	\$44,141.92	\$2,688.85	\$8,810.66
COLTON	\$64,963.53	\$11,120.54	\$3,744.00
DEKALB	\$27,475.42	\$9,501.02	\$18,961.66
DEPEYSTER	\$12,238.01	\$5,968.73	\$0.00
EDWARDS	\$16,853.47	\$9,581.27	\$37,564.65
FINE	\$30,748.95	\$10,940.54	\$9,343.00
FOWLER	\$34,020.65	\$15,390.71	\$15,356.33
GOUVERNEUR	\$46,485.11	\$20,298.63	\$60,624.97
HAMMOND	\$42,940.84	\$11,738.24	\$25,757.33
HERMON	\$19,908.75	\$10,380.11	\$14,424.99
HOPKINTON	\$24,337.41	\$9,796.76	\$15,440.49
LAWRENCE	\$16,990.83	\$7,789.34	\$43,606.15
LISBON	\$45,811.80	\$16,111.03	\$15,901.00
LOUISVILLE	\$40,164.42	\$11,444.30	\$61,042.67
MACOMB	\$21,571.36	\$8,266.31	\$12,412.16
MADRID	\$18,830.12	\$8,376.67	\$4,480.00
MASSENA	\$114,234.30	\$11,199.33	\$117,527.75
MORRISTOWN	\$39,907.43	\$13,546.24	\$42,179.89
NORFOLK	\$40,027.76	\$15,489.67	\$56,037.15
OSWEGATCHIE	\$47,520.20	\$15,997.55	\$45,494.01
PARISHVILLE	\$37,276.78	\$11,926.00	\$17,763.65
PIERCEFIELD	\$26,646.95	\$5,036.32	\$6,236.66
PIERREPONT	\$38,309.80	\$13,085.15	\$15,374.99
PITCAIRN	\$15,646.31	\$7,529.07	\$12,316.33
POTSDAM	\$133,648.58	\$9,547.65	\$81,664.63
ROSSIE	\$13,413.86	\$4,476.32	\$14,113.00
RUSSELL	\$19,475.00	\$11,566.67	\$7,112.00
STOCKHOLM	\$39,090.39	\$21,714.99	\$44,362.65
WADDINGTON	\$34,013.07	\$13,800.33	\$14,149.81
OGDENSBURG	\$65,571.36	\$12,828.35	\$59,717.65
TOTALS	\$1,305,368.57	\$377,675.32	\$969,248.40

December 4, 2023

Finance Committee: 11-27-2023

RESOLUTION NO. _____

MODIFYING THE 2023 BUDGET FOR THE REAL PROPERTY TAX OFFICE FOR INTERDEPARTMENTAL COPYING EQUIPMENT AND OTHER FEES & SERVICES

By Mr. Gennett, Chair, Finance Committee

WHEREAS, Real Property will exceed the budget in the I/D Copying Equipment and Other Fees & Services Accounts for 2023, and

WHEREAS, there are remaining funds in other accounts in the Real Property Tax Office Budget to cover these overages,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2023 Budget for the Real Property Tax Office for I/D Copying Equipment and Other Fees & Services, as follows:

INCREASE REVENUE:

R1022105 550SDG	Imagemate Online Fees	\$2,100
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INCREASE APPROPRIATIONS:

R1013554 42101	R I/D Copying Equipment	\$1,100
R1013554 43007	R Other Fees & Services	<u>1,000</u>
		\$2,100

December 4, 2023

Finance Committee: 11-27-2023

RESOLUTION NO. _____

**ADOPTING PROPOSED LOCAL LAW NO. B (NO. __) FOR THE YEAR 2023,
“SETTING POLICY ON ACQUISITION AND SALE OF TAX DELINQUENT
PROPERTY IN ST. LAWRENCE COUNTY”**

By Mr. Gennett, Chair, Finance Committee

BE IT ENACTED by the Board of Legislators of the County of St. Lawrence as follows:

Section 1. This local law shall supersede and repeal all prior local laws regarding the real property tax foreclosure proceeding.

Section 2. Pursuant to Article 11 of the Real Property Tax Law, The St. Lawrence County Board of Legislators hereby exercises the following options for the collection of delinquent taxes in St. Lawrence County.

Section 3. A minimum fee of \$150 shall be charged to each parcel with delinquent taxes on June 1 of the year following the tax bill. This fee shall be used to cover the costs involved in tax foreclosure – primarily abstracting and legal fees.

Section 4. The Tax Enforcement Officer is hereby empowered to take installment payments of delinquent taxes. Said installment payments shall have a payment term of 24 months with payments due every three (3) months. The Tax Enforcement Officer shall add \$2 to all delinquent tax bills to cover the cost of notifying the taxpayer of this right. All Installment Agreements shall be entered into on or before September 30 of the year in which the tax becomes a lien. The Tax Enforcement Officer shall collect twenty-five percent (25%) of the tax due at the time the tax payer signs the Installment Payment Agreement. The remaining seven (7) installments are payable every quarter, with the first one due on December 1, following the Installment Agreement.

Section 5. The Tax Enforcement Officer, the County Treasurer, is hereby authorized to accept a deed in lieu of enforcement of collection of delinquent taxes under Article 11.

Section 6. All property acquired by the County pursuant to Article 11, shall be sold in one of the following manners: a.) at a public auction held on the second Saturday in September of the auction year, b.) at a properly advertised private sale subject to approval by the St. Lawrence County Board of Legislators, or c.) at such date and in such manner as established by a validly issued Administrative Order, a validly issued Executive Order, subsequent superseding State Statute, or valid order of a Court with jurisdiction over the matter. Such sales may also be held online if deemed necessary by the County Treasurer.

Section 7. The County sells only its lien and interest, does not warrant title, and will convey only by quitclaim deed. No abstracts will be provided.

Section 8. Any fees associated with the auction and conveyance of properties sold at public auction, to include auctioneer fees, buyer's premium, advertising fees, and recording fees will be the responsibility of the bidder.

Section 9. At a public auction, the highest bidder must tender twenty percent (20%) of the bid or a fifty dollar (\$50.00) deposit, whichever is greater. In addition, the highest bidder is responsible for any buyer's premium, auctioneer fees, and possible advertising fees payable by certified check, money order, cash or credit card. The balance is due within thirty (30) days, also payable by certified check, money order or cash. Confirmation of the sale by the St. Lawrence County Board of Legislators is unnecessary for Article 11 properties sold at public auction. The County must sell to the highest bidder unless the highest bidder defaults. Upon default of the highest bidder, the deposit will be forfeited, and the County reserves the right to accept the bid of the second highest bidder.

Section 10. The former owner, and any other person who may be acting as an agent of the former owner, whether disclosed or undisclosed, is strictly prohibited from bidding at the auction.

Section 11. Any bidder who owns property in St. Lawrence County and is delinquent in their taxes shall be prohibited from bidding at the auction. The term delinquent is defined as prior year tax delinquency. No other person who may be acting as an agent of this bidder shall be allowed to bid at the auction.

Section 12. For properties with actual or suspected environmental contamination, application may be made to the Court in an effort to gain "Temporary Incidence of Ownership", granting St. Lawrence County the legal authority to enter such property and conduct an environmental investigation to determine the nature and extent of any environmental contamination which may exist at the property and the cost for addressing such contamination.

Section 13. The costs to St. Lawrence County associated with addressing actual or suspected environmental contamination of a property, including investigative, cleanup and legal costs, may be charged to the assessed owner and included on the tax assessment roll.

Section 14. This local law shall take effect immediately upon filing with the Secretary of State.

December 4, 2023

Finance Committee: 11-27-2023

RESOLUTION NO. _____

**ADOPTING PROPOSED LOCAL LAW C (NO. _) FOR THE YEAR 2023,
AMENDING LOCAL LAW 3 FOR THE YEAR 1993, “AMENDING LOCAL LAW NO. 2
FOR THE YEAR 1956,” “THE ST. LAWRENCE COUNTY INSTALLMENT PAYMENT
OF TOWN, CITY, COUNTY, AND SCHOOL REAL PROPERTY TAX LAW”**

By Mr. Gennett, Chair, Finance Committee

BE IT ENACTED by the Board of Legislators of the County of St. Lawrence as follows:

Section 1. This local law shall supersede and repeal all prior local laws regarding the installment payment of Town, County, and School Real Property Tax Law.

Section 2. PURPOSE

The purpose of this local law is to designate the St. Lawrence County Treasurer’s Office as the St. Lawrence County Real Property Tax Collection Agency and to permit, by option of local School Boards, Town Boards, and City Councils, the installment payment of January Town and County Tax Levies, January City and County Tax Levies and September School Tax Levies. This local law is being adopted pursuant to Title 4-A of Article 9 of the Real Property Tax Law (RPTL, 972-976) and related provisions in Article 13 (RPTL, 1336-1342) which authorizes Counties, Towns, City, and School Districts (other than City School Districts) to establish a coordinated system for the collection of County, Town, City, and School District Taxes in installments.

Section 3. ADMINISTRATION

Upon the enactment of this local law by the County Legislature, the Towns, City, and School Districts of St. Lawrence County may decide, by a majority vote of the Town Board, City Council, or Board of Education, to permit the installment payment of current taxes. The decision to permit the installment payment of taxes requires the local Town/City/School District Tax Collector must collect and receipt for taxes on the same system the County Treasurer uses. Local Tax Collectors must use the County’s computer billing and accounting system. In a Town, City, or School District which has decided to permit installment payment of taxes, each taxpayer may either pay the taxes in full, avoiding the associated charges, or elect to pay taxes in installments, which is accomplished simply by paying the amount designated as “First Installment” on the tax bill. No interest is charged on the installment payments (since the cost associated with the delayed receipt of the tax payments are absorbed into the Service Charge, which in the next Section of this local law, unless the payment is not made on time, in which case the standard rate of interest applies (as defined in Real Property Tax Law).

January Town/County/City Tax Bill: The First Installment is due on or before January 31. Failure to make this payment on time disqualifies Taxpayer from Installment Payment system. The amount to be paid on first Installment must be at least one-third the January Tax Bill plus Service Charge. The second Installment is due on or before March 31. The amount to be paid

December 4, 2023

on the second Installment must be at least one-third the January Tax Bill plus Service Charge. The third and final Installment is due on or before May 31.

September School Tax Bill: The first Installment is due on or before September 30. Failure to make this payment on time disqualifies Tax Payer from Installment Payment System. The amount to be paid on the first Installment must be at least one-third the September Tax Bill plus Service Charge. The second Installment is due on or before October 31. The amount to be paid on the second Installment must be at least one-third the September Tax Bill plus Service Charge. The third and final Installment is due on or before November 30.

Section 4. SERVICE CHARGE

A Service Charge of two percent (2%) is to be paid by those taxpayers electing to pay their January Tax Bill in installments. A Service Charge of one percent (1%) is to be paid by those taxpayers elective to pay their September School Tax Bill in installments. This Service Charge is to be County Revenue and is to be used to pay all costs associated with the development, implementation, and administration of Installment Payment of current year taxes.

Section 5. GENERAL POWERS OF THE COUNTY TREASURER

In addition to the powers granted to the County Treasurer in the local law, he/she is hereby authorized and empowered to:

- A. Make, adopt and amend rules and regulations appropriate to the carrying out of this local law and the purposes thereof:
- B. Annually review the Service Charge Fees and to make necessary increases/decreases in the Fees to cover all costs associated with the Installment Payment of taxes:
- C. Delegate his/her functions hereunder to the Deputy County Treasurer or any employee to employees of the Office of the County Treasurer.

Section 6. EFFECTIVE DATE

This local law shall take effect immediately upon its adoption. School Districts which decide to permit Installment Payment of current year School Taxes must so notify the County Treasurer by copy of the official Board of Education Resolution on or before August 1, preceding the September School Tax Levy. The decision to permit Installment payment of current year School Taxes will remain in force until revoked by a Board of Education Resolution, a copy of which must be given the County Treasurer on or before August 1, preceding the September School Tax Levy.

Town Boards and City Boards which decided to permit Installment Payment of current year Town/County or City/County Taxes must so notify the County Treasurer by copy of the official Town Board Resolution on or before October 1, preceding the January Town/County Tax Levy. The decision to permit Installment Payment of current year Town/County Taxes will remain in force until revoked by a Town Board Resolution, a copy of which must be given the County Treasurer on or before October 1, preceding the January Town/County or City/County Tax Levy.

December 4, 2023

Finance Committee: 11-27-2023

RESOLUTION NO. _____

REVIEW OF THE AMERICAN RESCUE PLAN ACT (ARPA) APPROPRIATION TO THE SLC IDA AND AMENDING THE FUNDING CATEGORIES FOR ECONOMIC DEVELOPMENT AND TOURISM

By Mr. Gennett, Chair, Finance Committee
Co-Sponsored by Mr. Reagen, District 1; Mr. Hull, District 8;
Mr. Fay, District 9; and Mr. Burke, District 12

WHEREAS, Resolution No. 181-2022 was adopted on May 2, 2022, accepting the ARPA Committee recommendations for the American Rescue Plan Act (ARPA) Funds in the amount of \$20.9M, and

WHEREAS, funds were appropriated associated to support economic development and tourism to promote business recovery and development as well as shine a new light on the efforts made by businesses in the County to provide goods and services to the public, and

WHEREAS, of the funds appropriated, \$2.9M has been allocated to the St. Lawrence County Industrial Development Agency (SLC IDA) to ensure there are opportunities provided throughout the County, and

WHEREAS, the plan for use of the \$2.9M as prepared by the SLC IDA includes five targeted areas of funding including: workforce training and development (\$900,000); facility infrastructure improvements (\$1,000,000); small business and nonprofit assistance (\$300,000); travel tourism, hospitality promotion (\$350,000); and travel, tourism, and hospitality capacity building grants (\$350,000), and

WHEREAS, the plan for workforce development includes a subdivision of the following; new hire and existing worker training (\$600,000), heavy equipment operator training (\$150,000), healthcare skills development (\$125,000), and workforce talent pipeline development (\$25,000), and

WHEREAS, the SLC IDA has been administering these programs for the past year and has developed an understanding of the demand and need for each of the programs within the County, and

WHEREAS, additional non-ARPA funds are available or have been leveraged for the training programs, including the New and Existing Worker Training, Heavy Equipment Operator, and Healthcare Skills Development Programs, and

WHEREAS, these additional funds will enable the training programs to be undertaken in the same timeframe ARPA funds need to be allocated and will provide the same training and skill development as would be provided by the ARPA funds, and

December 4, 2023

WHEREAS, as a result of its experience administering the ARPA Programs, and in light of other funding sources available, the SLC IDA is requesting the following modifications to the funding categories to best meet the current demand in the County for the ARPA economic development and tourism programs:

<u>Category:</u>	<u>Original:</u>	<u>Request to Modify:</u>	<u>New Total:</u>
Facility Infrastructure Improvements	\$1,000,000	\$450,000	\$1,450,000
Small Business and Nonprofit Assistance	\$300,000	(\$50,000)	\$250,000
New Hire and Existing Worker Training	\$600,000	(\$250,000)	\$350,000
Heavy Equipment Operator Training	\$150,000	(\$50,000)	\$100,000
Healthcare Skills Development	\$125,000	(\$100,000)	\$25,000

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the review of the American Rescue Plan Act (ARPA) Appropriation to the SLC IDA and amending the funding categories for economic development and tourism.

December 4, 2023

Finance Committee: 11-27-2023

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH THE NEW YORK STATE UNIFIED COURT SYSTEM TO PROVIDE CLEANING AND MINOR REPAIR SERVICES FOR COURT FACILITIES AT THE COUNTY COMPLEX

By Mr. Gennett, Chair, Finance Committee

WHEREAS, St. Lawrence County is required by law to provide and maintain adequate Court Facilities for use by trial courts of the State of New York, and

WHEREAS, the existing five-year contract with the New York State Unified Court System for cleaning and minor and emergency repair services in the Court Facilities in the County Complex expired on March 31, 2023, and

WHEREAS, a new agreement (2023-2028 St. Lawrence Court Facilities Contract No. C300525) shall be retroactively effective beginning April 1, 2023, for a maximum of five years through March 31, 2028, with the initial period of this five-year term to commence on April 1, 2023 and terminate on March 31, 2024 with a maximum dollar amount of \$463,324 (BG030895 560CF) for the initial period,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with the New York State Unified Court System to provide cleaning and minor repair services for Court Facilities at the County Complex, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the contract will be for a term of five (5) years retroactive from April 1, 2023 to March 31, 2028.

December 4, 2023

Finance Committee: 11-27-2023

RESOLUTION NO. _____

MODIFYING THE 2022 BUDGET FOR THE COUNTY ADMINISTRATOR’S OFFICE FOR COSTS ASSOCIATED WITH COMMUNITY COLLEGE TUITION

By Mr. Gennett, Chair, Finance Committee

WHEREAS, pursuant to the provisions of subdivision four of section 6305 of the Education Law, counties that do not have a community college are required to pay for partial tuition for its residents which is charged back to the perspective towns and villages, and

WHEREAS, the 2023 Budget appropriated \$850,000 for payments to Community Colleges, and

WHEREAS, the outstanding bills and any other that arrive throughout the end of 2023 require this request for a transfer of funds to cover the cost of appropriations,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2023 Budget for the County Administrator’s Office for costs associated with community college tuition, as follows:

DECREASE APPROPRIATIONS:

B1019904 49700 B SPEC Contingency Account \$200,000

INCREASE APPROPRIATIONS:

B1E24904 46502 B EDUC Community Colleges Tuition \$200,000

December 4, 2023

Finance Committee: 11-27-2023

RESOLUTION NO. _____

**ESTABLISHING A DATE AND TIME FOR THE
ORGANIZATIONAL BOARD MEETING**

By Mr. Gennett, Chair, Finance Committee

BE IT RESOLVED that the Organizational Meeting of the St. Lawrence County Board of Legislators shall be held on Tuesday, January 2, 2024, at 6:00 p.m. in the St. Lawrence County Board of Legislators' Chambers, Court House, Canton, New York for the purpose of electing a Chair of the Board of Legislators and transacting any other business that may come before the Board.

December 4, 2023

Finance Committee: 11-27-2023

RESOLUTION NO. _____

**ADOPTING LOCAL LAW D, (NO. __) FOR THE YEAR 2023
“TAX CAP OVERRIDE FOR FY 2024”**

By Mr. Gennett, Chair, Finance Committee

BE IT ENACTED by the Board of Legislators that Pursuant to Chapter 97-2011 of the Laws of the State of New York and Section 3-c of the General Municipal Law Overriding Tax Levy Limit for Fiscal Year 2024 that:

Section 1. TITLE OF THE LOCAL LAW

This Local Law shall be entitled “Tax Cap Override for FY 2024.” Overriding Tax Levy Limit for 2024.

Section 2. AUTHORIZATION

For fiscal year 2024, the County of St. Lawrence shall override the real property tax levy limit established by Chapter 97 of the Laws of 2011 of the State of New York and may adopt a budget requiring a tax levy that is greater than such tax levy limit.

Section 3. VOTE REQUIREMENT

This local law is adopted pursuant to subdivision 5 of the General Municipal Law § 3-C, which expressly authorizes the County Board of Legislators to override the tax levy limit by the adoption of a local law approved by vote of sixty percent (60%) of the Board.

Section 4. PURPOSE

The purpose of this local law is to permit the override of the limit on the amount of real property taxes that may be levied by the County of St. Lawrence, and to allow the County to adopt a county budget for the fiscal year 2024 that requires a real property tax levy in excess of the "tax levy limit" as defined by General Municipal Law § 3-C.

Section 5. DEFINITION

Tax Cap Override for FY 2024 The Board of Legislators, County of St. Lawrence, is hereby authorized to adopt a budget for FY 2024 that requires a real property tax levy in excess of the amount otherwise proscribed in General Municipal Law § 3-C.

Section 6. SUPERSESSSION

Pursuant to the powers granted by the Municipal Home Rule, this Local Law supersedes all provisions of any other laws in the County of St. Lawrence, in so far as such statues are inconsistent with this Local Law and any other laws or regulations of the County of St. Lawrence

December 4, 2023

are superseded to the extent necessary to give this Local Law full force and effect. All other provisions shall remain the same.

Section 7. SEVERABILITY

Each separate provision of this Local Law shall be deemed independent of all other provisions therein, and if any provisions shall be deemed or declared invalid, all other provisions hereof shall remain valid and enforceable.

Section 8. EFFECTIVE DATE

This Local Law shall take effect immediately upon filing in the office of the Secretary of State, in accordance with Municipal Home Rule Law § 27.

December 4, 2023

Finance Committee: 11-27-2023

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH
CASELLA WASTE SERVICES FOR REFUSE SERVICES AT HARROWGATE
COMMONS IN MASSENA, NEW YORK FOR DISTRICT OFFICES**

By Mr. Gennett, Chair, Finance Committee

WHEREAS, St. Lawrence County leases space at Massena Harrowgate Commons in Massena for district offices of Probation, Department of Motor Vehicles, and Emergency Services, and

WHEREAS, to date, Casella Waste Services has provided excellent service to the Harrowgate Commons, and this service agreement will maintain the same service for 24 months following the date of the signed contract (XPT36404 43007; K1314104 43007; Q1M31404 43007), at a rate of \$121.71/monthly,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with Casella Waste Services for refuse services at Harrowgate Commons in Massena, New York, for district offices, upon approval of the County Attorney.

December 4, 2023

Finance Committee: 11-27-2023

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH KAROLE L. HOULE-MAROLF FOR CLEANING SERVICES AT DISTRICT OFFICES LOCATED AT HARROWGATE COMMONS IN MASSENA, NEW YORK

By Mr. Gennett, Chair, Finance Committee

WHEREAS, since 2010 St. Lawrence County has leased property at Harrowgate Commons, Massena, for district offices of Probation, Department of Motor Vehicles, and the backup location for the dispatch center for Emergency Services (K1314104 43007; Q1M31404 43007 and XPT36404 43007), and

WHEREAS, the contact period is January 1, 2024, through December 31, 2024, and

WHEREAS, the lease specifies that “Lessee shall commit no act of waste and shall take good care of the premises and the fixtures and appurtenances therein, and shall, in the use and occupancy of the premises, conform to all laws, orders, and regulations of the federal, state, and municipal governments or any of their departments,” and “Lessee shall not unreasonably permit the accumulation of waste or refuse matter on the leased premises or anywhere in or near the building,” and

WHEREAS, Karole L. Houle-Marolf will continue to provide cleaning services to the Harrowgate Commons at a rate of \$28 per hour,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with Karole L. Houle-Marolf for cleaning services at district offices located at Harrowgate Commons, Massena, New York, upon approval of the County Attorney.

December 4, 2023

Finance Committee: 11-27-2023

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH MEOLA ENTERPRISE
FOR CLEANING SERVICES AT DISTRICT OFFICES LOCATED AT
99 WEST MAIN STREET, GOUVERNEUR, NEW YORK**

By Mr. Gennett, Chair, Finance Committee

WHEREAS, St. Lawrence County leases space at 99 West Main Street in Gouverneur, for district offices, and

WHEREAS, the contact period is January 1, 2024, through December 31, 2024, and

WHEREAS, Meola Enterprise will provide cleaning services at the satellite offices in Gouverneur at a rate of \$32.50 per hour (Q1G31404 43007 and T2013254 40700) and \$10 for mileage,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with Meola Enterprise for cleaning services at district offices located at 99 West Main Street, Gouverneur, New York, upon approval of the County Attorney.

December 4, 2023

Finance Committee: 11-27-2023

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH STEP-BY-STEP, INC.
FOR THE OPERATION OF A WARMING CENTER AND MODIFYING THE 2023
BUDGET FOR THE DEPARTMENT OF SOCIAL SERVICES**

By Mr. Gennett, Chair, Finance Committee

WHEREAS, the State of New York Office of Temporary and Disability Assistance (OTDA) has the responsibility to provide funding for emergency services under the Code Blue Initiative, and

WHEREAS, across New York State, a Code Blue alert must be called when temperatures are expected to fall below 32 degrees Fahrenheit with wind chills for at least two consecutive hours, and requirements of the Code Blue regulations are to provide shelter and assistance for homeless during inclement weather, and

WHEREAS, OTDA approved the St. Lawrence County Code Blue Initiative allocation of \$242,686 for the period of October 1, 2023 to September 30, 2024, and

WHEREAS, Social Services has identified a continued need for additional resources to support individuals facing homelessness and extreme weather conditions in the region, and

WHEREAS, the availability of warming centers is a critical component in protecting vulnerable populations from the impacts of weather exposure, and

WHEREAS, Step-by-Step, Inc. has demonstrated commitment to provide such essential services and has proposed to utilize the Lincoln School Apartment in Ogdensburg as a warming center,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to Sign a Contract with Step-By-Step, Inc. for the operations of a warming center, and

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

INCREASE REVENUE:

DAG36105 56000 CB	D Code Blue SA Revenue	\$192,686
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INCREASE APPROPRIATIONS:

DAG60104 43007 CB	D CB Other Fees and Services	\$192,686
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BE IT FURTHER RESOLVED that any remaining funds will be rolled over to future budgets until the grant is fully expended.

December 4, 2023

RESOLUTION NO. _____

AUTHORIZING FILLING OF VACANCIES

By Mr. Burke, District 12 and Mr. Smithers, District 5

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

WHEREAS, the Vacancy Review Committee reviewed fourteen (14) positions in six (6) departments, and of those reviewed one (1) position was withdrawn, and there were no requests for new positions,

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

Department/Unit:	Title:	Position	Type	Duration	Timeline
County Clerk	Index Clerk	002500002	FT	Permanent	Immediate
District Attorney	Assistant District Attorney	026800001	FT	Permanent	Immediate
District Attorney	Assistant District Attorney	026800004	FT	Permanent	Immediate
Public Defender	Clerk	002300056	FT	Permanent	Immediate
Social Services/CPS	Caseworker	815000020	FT	Permanent	Immediate
Social Services/Employment	Clerk	002300004	FT	Contingent	Immediate
Social Services/Medicaid	Senior Social Welfare Examiner	814100013	FT	Contingent	Immediate
Social Services/Medical Svc	Senior Social Welfare Examiner	814100016	FT	Contingent	Immediate
Social Services/TA/SNAP	Keyboard Specialist	003100030	FT	Permanent	Immediate
Social Services/CPS	Caseworker	815200007	FT	Contingent	Immediate
Social Services/CPS	Caseworker	815200015	FT	Contingent	Immediate
Solid Waste	Heavy Equipment Operator	309800008	FT	Permanent	Immediate
Highway	Heavy Equipment Operator	310100023	FT	Permanent	Immediate

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

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

December 4, 2023

RESOLUTION NO. _____

ADOPTION OF THE 2024 BUDGET

By Mr. Forsythe, Chair, Board of Legislators

WHEREAS, the 2024 Tentative Budget has been reviewed by the Finance Committee and Board of Legislators, and

WHEREAS, on November 27, 2023, the Finance Committee delivered the 2024 Tentative Budget as presented by the Budget Officer on October 30, 2023 to the Board of Legislators, and

WHEREAS, a Public Hearing on the 2024 Tentative Budget was held on December 4, 2023,

NOW, THEREFORE, BE IT RESOLVED that the St. Lawrence County Board of Legislators hereby adopts the 2024 Tentative Budget with said budget requiring the raising of real property taxes in the amount of \$54,051,752, and

BE IT FURTHER RESOLVED that the St. Lawrence County 2024 Tentative Budget be distributed in the funds as per Exhibit A and Exhibit B of said Adopted Budget, and

BE IT FURTHER RESOLVED that the Board of Legislators directs that the Clerk of the Board of Legislators to establish the St. Lawrence County Budget for the year 2024 in the amount of \$296,452,857 with a levy of \$54,051,752.

2024 BUDGET SUMMARY

EXHIBIT A:

CATEGORY

APPROPRIATIONS

TOTAL BUDGET	
General Government Support	\$66,004,404
Education	906,500
Public Safety	21,026,545
Health Services	20,209,742
Transportation	30,205,666
Economic Assistance & Opportunity	82,211,990
Culture & Recreation	540,915
Home & Community Services	8,557,646
Employee Benefits	43,132,371
Debt Service	2,499,368
Interfund Transfers	<u>21,157,710</u>
TOTAL APPROPRIATIONS	\$296,452,857

EXHIBIT B:

<u>CATEGORY</u>	<u>REVENUE</u>
Departmental Revenues	\$48,459,101
Forfeitures	112,270
Intergovernmental Charges	13,213,222
Sale of Property & Comp Loss	2,514,668
State Aid	46,635,798
Inter-fund Revenue	3,335,962
Federal Aid	22,289,353
Inter-fund Transfers	13,480,611
Miscellaneous Local Sources	6,683,015
Amounts Raised by Taxes	54,051,752
Real Property Taxes	333,860
Real Property Tax Items	2,329,260
License & Permits	45,000
Non Property Tax Items	81,014,710
Use of Money & Property	<u>1,954,275</u>
TOTAL REVENUE	\$296,452,857

2024 Recommended Budget and Amendments

Budget Element	2023 Adopted	2024 Tentative	2024 BOL Review	BOL vs. 2024 Tentative Budget	BOL vs. 2023 Adopted Budget
COUNTY COST	52,303,734	54,051,752	54,051,752	0	1,748,018
Appropriated Surplus	601,630	0	0	0	-601,630
Proposed Levy	51,702,104	54,051,072	54,051,072	0	2,348,968
Assessed Valuation	6,799,035,180	7,557,975,329	7,557,975,329	0	758,940,149
Estimated Tax Rate per \$1000 AV	7.6043	7.1516	7.1516	0	-0.4527
Change in County Cost		3.34%	3.34%	0.00%	3.34%
Change in Appropriated Surplus		100.00%	100.00%	0.00%	100.00%
Change in Levy		-4.54%	-4.54%	0.00%	-4.54%
Change in True Value Tax Rate		-5.95%	-5.95%	0.00%	-5.95%

December 4, 2023

RESOLUTION NO. _____

SUPPORTING ASSEMBLY BILL A.8238, “AN ACT TO AMEND THE GENERAL MUNICIPAL LAW IN RELATION TO PUBLIC WORKS REQUIRING ADVERTISING FOR BIDS AND OFFERS, AND TO AMEND THE HIGHWAY LAW IN RELATION TO CONSOLIDATED LOCAL HIGHWAY ASSISTANCE PAYMENTS”

By Mr. Smithers, District 5

WHEREAS, Assemblywoman Anna Kelles introduced legislation, A.8238, to raise the competitive bid threshold for contracts for purchases and public works contracts, and

WHEREAS, the legislation also repeals the CHIPS bid threshold to enhance municipalities’ flexibility and options to perform projects in-house when cost-effective and feasible, and still be eligible for reimbursement under the CHIPS program, and

WHEREAS, the CHIPS Program is a critical funding source for the maintenance and improvement of local roads and bridges in St. Lawrence County, and

WHEREAS, the current threshold is insufficient to meet the growing needs of the community’s road and bridges, and

WHEREAS, raising the CHIPS threshold would also help to reduce the financial burden on local governments, which are increasingly struggling to keep up with the rising costs of maintaining their roads and bridges,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators supports Assembly Bill A.8238, “An act to amend the general municipal law in relation to public works requiring advertising for bids and offers, and to amend the highway law in relation to consolidated local highway assistance payments,”

BE IT FURTHER RESOLVED that the Board of Legislators supports raising the competitive bid threshold for contracts for purchases from \$20,000 to \$40,000 and for public works contracts from \$35,000 to \$70,000, and repealing the CHIPS bid threshold to enhance municipalities’ flexibility and options to perform projects in-house when cost-effective and feasible, and still be eligible for the reimbursement under the CHIPS program, and

BE IT FURTHER RESOLVED that certified copies of this resolution be forwarded to Governor Katherine Hochul, Senator Mark Walczyk, Senator Dan Stec, Assemblyman Ken Blankenbush, Assemblyman Scott Gray, New York State Senator Andreas Stewart-Cousins and New York State Assemblyman Carl E. Heastie.