

**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:** March 29, 2024

**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, April 1, 2024**, 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  
Approval of Agenda  
Approval of Minutes  
Communications  
Citizen Participation  
Presentation of Resolutions  
Old/New Business  
Committee Reports  
Executive Session  
Appointments  
Chair's Appointments  
Adjournment

April 1, 2024

Operations Committee: 3-11-2024

RESOLUTION NO.

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH ONONDAGA COUNTY  
FOR A MASTER RADIO COMMUNICATIONS SITE AGREEMENT FOR THE  
OFFICE OF EMERGENCY SERVICES**

By Ms. Curran, Chair, Operations Committee

**WHEREAS**, Onondaga County operates a Department of Emergency Communications which is headed by a Commissioner, who, among other things, is responsible for administering the operation of a county-wide emergency communications simulcast digital Trunked Land Mobile Radio (TLMR) network known as the Onondaga County Interoperable Communications System (OCICS), and

**WHEREAS**, the OCICS utilizes a Master Site Server to coordinate radio conversations on the TLMR and to gain efficiencies in the use of public airspace, and the Master Site Server has sufficient capacity to permit additional public service users, and

**WHEREAS**, the Central New York Interoperable Communications Consortium (CNYICC) is comprised the following eleven (11) counties: Broome, Cayuga, Cortland, Jefferson, Lewis, Madison, Oneida, Onondaga, Oswego, St. Lawrence, and Tioga, and

**WHEREAS**, the CNYICC was formed for the purpose of fostering collaboration on a joint regional interoperable communications network that could serve all first responders in the ten county region as well as interfacing with other local and regional state and federal public service agencies and would study and establish a process for sharing costs and assets that would be of mutual benefit to all parties, and

**WHEREAS**, Onondaga County wants to advance the goals of the CNYICC and of granting the member counties access to its OCICS TLMR Master Site, and, as owner of the Master Site may choose to expand the level of interoperability and extend licenses to responding entities which are not CNYICC members, and

**WHEREAS**, to provide for the safety and protection of the public and public safety responders, and to maintain the integrity of the OCICS, it is necessary to establish procedures for the use of the Master Site by the licensed users, and to provide for a means of allocating the costs and obligations associated with the administration and use of the Master Site in a fair and equitable manner upon all such licensed users,

**WHEREAS**, the cost to purchase an independent core would be over \$300,000, and after careful consideration it was determined that a shared core would meet the needs of St. Lawrence County allowing the cost to be shared between multiple counties annually,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign a contract with Onondaga County for a Master Radio Communication Site for the Office of Emergency Services, upon approval of the County Attorney, and

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**BE IT FURTHER RESOLVED** that following an opportunity to review costs, and additional resolution will be brought forward to modify the 2025 Budget for Emergency Services.

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Operations Committee: 3-11-2024

RESOLUTION NO.

**SUPPORTING EMERGENCY SERVICE COMMUNICATION TOWERS  
FOR STAR LAKE AND CRANBERRY LAKE IN THE ADIRONDACK PARK**

By Ms. Curran, Chair, Operations Committee

**WHEREAS**, St. Lawrence County has secured funding to upgrade emergency communication towers and equipment throughout the County, and

**WHEREAS**, existing communication gaps in the Star Lake and Cranberry Lake areas are unacceptable and have the potential to put the health, safety, and welfare of emergency responders, law enforcement, residents, and visitors in dangerous situations with no communication apparatus, and

**WHEREAS**, two new tower locations in the hamlets of Star Lake and Cranberry Lake within the Adirondack Park have been identified as preferred locations to fill potential life-threatening emergency communication coverage gaps in the Clifton-Fine region, and

**WHEREAS**, these proposed new emergency communication towers, at maximum coverage heights, will substantially improve the current gaps and provide critical public safety upgrades, and

**WHEREAS**, the new emergency communication towers will significantly improve the communication needs for first responders, law enforcement, emergency management, NYS Forest Rangers, Clifton-Fine Hospital, North Country Life Flight, Fort Drum Medevac Services, SUNY ES&F Ranger School, SUNY ES&F Cranberry Lake Biological Field Station, Clifton-Fine Central School, Town of Clifton Highway Department, Town of Fine Highway Department, Snowmobile Groomers, Potential Cellular Providers, and the general public, and

**WHEREAS**, St. Lawrence County is open to and is discussing co-locations with other providers that could reduce additional visual intrusions, and

**WHEREAS**, the 2019 New York Upstate Cellular Coverage Task Force report states that one key challenge in forested locations is that dense foliage rapidly weakens signal strength, and carriers have traditionally mitigated this issue by placing antennas well above the tree line, and

**WHEREAS**, St. Lawrence County is applying for an Adirondack Park Agency Permit to install these new towers that will alleviate many of the emergency communication complications in the region; however, County staff have been met with a resistance by the APA to approve towers at certain elevated heights, and

**WHEREAS**, the approval of the two proposed emergency communication towers, at increased heights, would eliminate the need for an additional two relay towers (should the APA disapprove of the elevated heights) at an additional taxpayer cost of approximately \$1.5 million each for a total of \$3 million, which would also have significant environmental impacts (access

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roads, electrical services, additional visual impacts), cause severe delays in coverage areas while additional funding is sought, and increase long term operation and maintenance costs to the taxpayers,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators supports Emergency Service Communication Towers for Star Lake and Cranberry Lake within the Adirondack Park, and

**BE IT FURTHER RESOLVED** that copies of this resolution be sent to NYS Governor Hochul, Senator Dan Stec, Senator Mark Walczyk, Assemblyman Ken Blankenbush, Assemblyman Scott Gray, NYS Division of Homeland Security and Emergency Services (DHSES) Commissioner Jackie Bray, Adirondack Park Agency Executive Director Barbara Rice, Adirondack Park Agency Board Members and Designees, NYS Association of Counties (NYSAC) Executive Director Stephen Acquario, Adirondack Park Local Government Review Board (APLGRB) Executive Director Gerry Delaney, and Adirondack Association of Towns & Villages (AATV) President Stephen McNally.

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Operations Committee: 3-11-2024

RESOLUTION NO.

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH NYS DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES OFFICE OF INTEROPERABLE AND EMERGENCY COMMUNICATIONS FOR A FY23 STATEWIDE INTEROPERABLE COMMUNICATIONS FORMULA GRANT AND MODIFYING THE 2024 BUDGET FOR EMERGENCY SERVICES**

By Ms. Curran, Chair, Operations Committee

**WHEREAS**, the NYS Division of Homeland Security and Emergency Services Office of Interoperable and Emergency Communications has awarded a grant of \$798,892 to the Office of Emergency Services which concentrates on improving interoperability and operability of communication systems in New York State with a contract period of January 1, 2023 to December 31, 2025,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign a contract with NYS Division of Homeland Security and Emergency Services Office of Interoperable and Emergency Communications for a FY23 Statewide Interoperable Communications Formula Grant, upon approval of the County Attorney, and

**BE IT FURTHER RESOLVED** that the Treasurer is authorized to modify the 2024 Budget for the Office of Emergency Services, as follows:

**INCREASE APPROPRIATIONS:**

X2Z36402 25000 23SI	OHS FY23 SICG Technical Equipment	\$648,892
X2Z36404 43007 23SI	OHS FY23 SICG Other Fees & Services	<u>150,000</u>
		\$798,892

**INCREASE REVENUE:**

X2Z43895 57000 SI	X FA Homeland Security	\$798,892
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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.

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Operations Committee: 3-11-2024

RESOLUTION NO.

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH NEW YORK STATE  
OFFICE OF HOMELAND SECURITY FOR A FY23 PSAP GRANT AND  
MODIFYING THE 2024 BUDGET FOR EMERGENCY SERVICES**

By Ms. Curran, Chair, Operations Committee

**WHEREAS**, the New York State Division of Homeland Security and the Office of Emergency Services has awarded a grant of \$209,055 to the Office of Emergency Services to provide funds to cover salaries that enhance PSAP operations with a contract period of January 1, 2023 to December 31, 2024, and

**WHEREAS**, this FY23 PSAP Grant provides St. Lawrence County funding to reduce the County cost for dispatcher salaries in the 911 Dispatch Center,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign a contract with New York State Office of Homeland Security for a FY23 PSAP grant, upon approval of the County Attorney, and

**BE IT FURTHER RESOLVED** that the Treasurer is authorized to modify the 2024 Budget for Emergency Services as follows:

**INCREASE APPROPRIATIONS:**

X1C34101 11000 PSAP	X CD Direct Service Worker PSAP	\$209,055
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**INCREASE REVENUE:**

X2Z3385 56000 PSAP	X SI State Aid	\$209,055
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Operations Committee: 3-11-2024

RESOLUTION NO.

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT  
WITH AMERICAN KENNEL CLUB COMPANION ANIMAL RECOVERY  
CORPORATION FOR A PET DISASTER RELIEF UNIT TO BE UTILIZED BY  
ST. LAWRENCE COUNTY ANIMAL RESPONSE TEAM**

By Ms. Curran, Chair, Operations Committee

**WHEREAS**, St. Lawrence County Animal Response Team (CART) will manage and coordinate, or assist in coordinating, local animal response activities through the use of established animal protection and support organizations, processes, and procedures under the direction of the St. Lawrence County Office of Emergency Services, and

**WHEREAS**, CART has received sponsorship from American Kennel Club member, St. Lawrence Valley Dog Club, who have raised funds in an amount equal to a portion of the total cost of the Pet Disaster Relief Unit (PDRU) (towable trailer) at no cost to the County, and

**WHEREAS**, a grant in the form of a Pet Disaster Relief Unit (PDRU) and supplies have been awarded to the Office of Emergency Services with a contract period beginning upon delivery of the PDRU and will remain in effect until the PDRU is no longer usable, as determined by AKC REUNITE, and

**WHEREAS**, the PDRU will be utilized by CART in the event of a natural or man-made emergency or disaster that requires the protection and support of displaced pets and service animals, and will be displayed at community events a minimum of two times per year,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign a contract with American Kennel Club Companion Animal Recovery Corporation for a Pet Disaster Relief Unit to be utilized by St. Lawrence County Animal Response Team, upon approval of the County Attorney.



April 1, 2024

Operations Committee: 3-11-2024

RESOLUTION NO.

**PROCLAIMING EARTH DAY IN ST. LAWRENCE COUNTY**

By Ms. Curran, Chair, Operations Committee

**WHEREAS**, the Board of Legislators has traditionally emphasized the preservation and improvement of the quality of the natural and the man-made environment within the County, and

**WHEREAS**, April 22, 2024 marks the 54<sup>th</sup> anniversary of Earth Day, and since 1970 Earth Day has increased awareness of the planet we live on, pollution, climate change, endangered species, and many other environmental issues, and

**WHEREAS**, since its establishment by the Board of Legislators in 1971 the Environmental Management Council (EMC) has worked to advise the Board of Legislators about, and to foster public understanding of, environmental matters affecting the County, and

**WHEREAS**, in conjunction with "Earth Day", the EMC will encourage public participation in environmentally responsible activities and educational programs,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators proclaims April 22, 2024 to be Earth Day in St. Lawrence County, and

**BE IT FURTHER RESOLVED** that the Board of Legislators does hereby encourage all persons throughout the County to participate in programs and activities, on Earth Day and throughout the year, that promote a healthy environment in conjunction with a stronger economy, and that improve awareness about the interactions between people and the environment.

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Operations Committee: 3-11-2024

RESOLUTION NO.

**PROCLAIMING APRIL 2024 AS FAIR HOUSING MONTH**

By Ms. Curran, Chair, Operations Committee

**WHEREAS**, April 11, 1968, marked the signing of the Fair Housing Act into law, which proclaims a national policy of equal housing opportunity for all citizens without regard to race, color, national origin, religion, sex, familial status or disability, and

**WHEREAS**, since the Board of Legislators established the St. Lawrence County Fair Housing Task Force in 1991, the Task Force has implemented a variety of activities to promote equal access to housing for all persons without regard to race, color, religion, national origin, sex, familial status, disability (physical or mental), creed, age, sexual orientation, marital status, or military status, and

**WHEREAS**, the Task Force co-sponsored two Fair Housing workshops with CNY Fair Housing on March 25<sup>th</sup> to raise public awareness about Fair Housing requirements for landlords, property managers, and tenants,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators proclaims April 2024 as Fair Housing Month, and

**BE IT FURTHER RESOLVED** the Board of Legislators reaffirms its commitment to promote equal housing so that all County residents are given the opportunity to live in safe, decent housing of their choice.

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Operations Committee: 3-11-2024

RESOLUTION NO.

**DECLARING APRIL SEXUAL ASSAULT AWARENESS MONTH**

By Ms. Curran, Chair, Operations Committee

**WHEREAS**, the month of April has been designated Sexual Assault Awareness Month (SAAM) in the United States, and

**WHEREAS**, the goal of SAAM is to raise public awareness about sexual violence and to educate communities and individuals on how to prevent sexual violence, and

**WHEREAS**, the 2024 Sexual Assault Awareness Month Campaign theme, *Building Connected Communities*, helps us reduce the likelihood of sexual abuse, assault, and harassment in our communities, and

**WHEREAS**, community creates a sense of belonging and reminds us of how our beliefs, choices, and actions impact one another. Any space where people come together is a community, whether in neighborhoods, workplaces, campuses, organizations, or even online spaces. We are all part of a community, even when we may feel disconnected or apart from them. At the center of *building connected communities* is ensuring our communities are safe, inclusive, and equitable. Racism, sexism, classism, heterosexism, ageism, ableism, and other forms of oppression contribute to higher rates of sexual harassment, assault, and abuse. We must address all abuses of power to prevent sexual violence – in our relationships, communities and society, and

**WHEREAS**, we recognize that how we talk about sexual violence significantly impacts survivors, their families, our communities, and society. We also understand that our voices have power and that when one of us does not feel safe or respected, we are all affected. As such, we must strive to create strong, connected communities that take care of one another and make decisions to ensure the safety and well-being of others, to end sexual violence, and

**WHEREAS**, St. Lawrence Valley Renewal House provides St. Lawrence County with services which range from prevention, crisis intervention, counseling, and advocacy, including a Sexual Assault Nurse Examiner Program, and

**WHEREAS**, through the month of April, events are planned in St. Lawrence County to highlight Sexual Assault Awareness Month,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators declare April Sexual Assault Awareness Month, and

**BE IT FURTHER RESOLVED** that the Board of Legislators encourages all citizens of the County to join advocates and communities across the country in playing an active role to raise awareness to help prevent sexual assault.

April 1, 2024

Operations Committee: 3-11-2024

RESOLUTION NO.

**APPROVAL OF BAD DEBT WRITE OFF FOR THE PROBATION DEPARTMENT**

By Ms. Curran, Chair, Operations Committee

**WHEREAS**, Resolution No. 87-2014 authorized the Chair to sign a contract with Falcon Recovery Systems, LLC for St. Lawrence County in an effort to consolidate collection work under one contract, and

**WHEREAS**, although the amount owed is written off, the amount due is placed in the file of the client in an effort to collect payment should they return for services in the future, and

**WHEREAS**, in 2022 bad debt accounts were \$5,864.75 for Drug Testing Fees and \$5,189 for Supervision Fees, for a total of \$11,053.75, written off last year by Resolution No. 85-2023, and

**WHEREAS**, in 2023 bad debt accounts from 2016, 6 years uncollectible, were \$3,464 for Drug Testing Fees and \$2,243.55 for Supervision Fees, for a total of \$5,707.55, and

**WHEREAS**, while the write offs assist with the accounting aspects of operations, collection efforts will continue,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators approves the bad debt write offs for the Probation Department, as follows:

**DECREASE CONTRA ASSET ACCOUNT:**

01TG0389 501Q0	T Allowance for Receivables Probation	\$5,708
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**DECREASE ASSET ACCOUNT:**

01TG0380 501Q0	T Q Accounts Receivable	\$5,708
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April 1, 2024

Operations Committee: 3-11-2024

RESOLUTION NO.

**AUTHORIZING THE CHAIR TO SIGN A CUSTOMER SUPPORT AGREEMENT  
WITH SADA SYSTEMS, INC. FOR GOOGLE WORKSPACE LICENSES AND  
MODIFYING THE 2024 BUDGET FOR INFORMATION TECHNOLOGY**

By Ms. Curran, Chair, Operations Committee

**WHEREAS**, St. Lawrence County entered into an agreement to use Google Workspace on a limited basis after an extended testing period, and

**WHEREAS**, the Information Technology (IT) Department has found a number of additional uses to extend the functionality of this platform within County government, and

**WHEREAS**, it is the intention of the IT Department to offer this collaborative platform to more County leadership (40 licenses) in 2024, and

**WHEREAS**, SADA Systems, Inc. is a Google Cloud Premier Partner and offers not only NYS Contract pricing but significant value in its implementation expertise,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign a customer support agreement with SADA Systems, Inc. for Google Workspace Licenses, and

**BE IT FURTHER RESOLVED** that the Board of Legislators authorizes the Treasurer to modify the 2024 Budget for Information Technology, as follows:

**DECREASE APPROPRIATIONS:**

B1019904 49700	B SPEC Contingency Account	\$5,200
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**INCREASE APPROPRIATIONS:**

CD016804 42004	C IT Computer Software	\$5,200
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April 1, 2024

Operations Committee: 3-11-2024

RESOLUTION NO.

**ADVOCATING FOR THE ADOPTION OF FARM-FRIENDLY POLICIES  
WITHIN THE STATE OF NEW YORK**

By Ms. Curran, Chair, Operations Committee  
**Co-Sponsored by Mr. Smithers, District 5**

**WHEREAS**, the State of New York, by way of New York State Attorney General Letitia James has commenced litigation against the US arm of JBS, the largest meatpacker in the world, accusing the Brazilian company of misleading customers over its climate goals, including a plan to reach net zero carbon neutral standards by 2040, and

**WHEREAS**, New York Attorney General James, filed the suit alleging that JBS USA had repeatedly assured the public and consumers with sustainability claims that could, in effect, “provide environmentally conscious consumers with a license to eat beef,” and

**WHEREAS**, Attorney General James has stated the company’s “environmental greenwashing exploits the pocketbooks of everyday Americans and the promise of a healthy planet for future generations”, and

**WHEREAS**, the lawsuit claims, JBS “has had no viable plan to meet its commitment to be net zero by 2040,” and

**WHEREAS**, JBS has claimed that it can reduce its carbon footprint despite plans to increase meat production, and

**WHEREAS**, JBS is not the only company in the market who has made such claims but is the first (and only so far) company to be prosecuted by the State of New York with respect to such claims, and

**WHEREAS**, JBS is the leading beef producer in the world, with operations in the United States, Australia and Canada, and has the capacity to process more than 200,000 cattle, 500,000 hogs and 45 million chickens a week in the US alone, and

**WHEREAS**, the actions by the New York State Attorney General are the latest in a string of limitations, restrictions, and regulations that have been employed against New York Farmers, as well as farm suppliers in New York markets, and consumers of farm goods in New York State, over the course of the last five years, and

**WHEREAS**, the U.S. Department Of Agriculture released its latest Agriculture Census in February of 2024, revealing a 9% drop in family farms in New York State — the steepest drop in the last three decades, and

**WHEREAS**, the recent 2022 census shows a loss of more than 2,800 farms in New York State with a loss of 364,000 acres of farmland over the past five years, and

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**WHEREAS**, the main industry taking this loss is the dairy industry, the primary agrarian industry in St. Lawrence County, seeing a decrease of nearly 1,900 farms, and

**WHEREAS**, according to Steve Ammerman, New York Farm Bureau communications director, the drop in the number of farms is directly attributable to increased costs and commodity prices, driven by increasing market regulation, cost of operation, and restrictions imposed by the government, and

**WHEREAS**, in 2023, modifications made by New York State to overtime payments required for seasonal farm workers, resulted in the of labor increasing, wage rates increasing, and farmers facing challenges with the overtime threshold implemented by the State, and

**WHEREAS**, the trend of shuttered farms will continue unless some things change policy-wise in the state and the country, and

**WHEREAS**, increasing opportunities for new farmers, looking at imports at the state level, and improving trade relations can help opportunities for growth, and

**WHEREAS**, commencing lawsuits against agrarian industries, which run in tandem with increased regulations and restrictions, will naturally increase the expense of operation of farming operations in New York State, which will in turn lead to increased consumer costs and increased numbers of farming operations closing down,

**NOW, THEREFORE, BE IT RESOLVED** the Board of Legislators advocates for the adoption of Farm-Friendly Policies within the State of New York, and

**BE IT FURTHER RESOLVED** the Board of Legislators urges the State of New York to adopt farm-friendly policies by abandoning restrictive regulations, litigation practices, and employment restrictions in an effort to enforce climate objectives, and

**BE IT FURTHER RESOLVED** that certified copies of this resolution be forwarded to Governor Kathy Hochul, Senator Mark Walczyk, Senator Dan Stec, Assemblyman Ken Blankenbush, and Assemblyman Scott Gray.

*Note: Changes made at Committee are reflected in bold.*

April 1, 2024

Operations Committee: 3-11-2024

RESOLUTION NO.

**PROCLAIMING APRIL 21-27, 2024, AS NATIONAL VOLUNTEER  
APPRECIATION WEEK IN ST. LAWRENCE COUNTY**

By Ms. Curran, Chair, Operations Committee  
Co-Sponsored by Mr. Hull, District 8

**WHEREAS**, celebrating National Volunteer Week provides an opportunity to applaud the impact volunteers make, and to recognize those who lend their time, talent, and voices to make a difference in their communities, and

**WHEREAS**, this week highlights the importance of every volunteer and each contribution made at a time when support is needed more than ever, and

**WHEREAS**, the sharing of time, skill, empathy, and creativity of an individual is vital to the inclusivity, strength, and well-being of a community, and St. Lawrence County is very fortunate to have many citizens who take time out of their busy lives to volunteer, and

**WHEREAS**, having volunteers is fundamental for our County to meet some challenging moments contributing exponentially to the quality of life we all strive for in St. Lawrence County, and

**WHEREAS**, the Board of Legislators wishes to thank all its volunteers, including, but not limited to, those who assist in the Nutrition Program each week serving older adults, all the volunteer firefighters and EMS personnel, volunteer drivers, and everyone who donates their time and efforts to serve, and

**WHEREAS**, the Board of Legislators encourages all citizens to embrace the spirit of giving, engage in acts of kindness, and contribute to their communities, and more importantly to recognize and applaud individuals who make a difference each day with their selfless actions of volunteerism,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators proclaiming April 21-27, 2024, as National Volunteer Appreciation Week in St. Lawrence County.



April 1, 2024

Services Committee: 3-18-2024

RESOLUTION NO.

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH COORDINATED CARE SERVICES, INC. FOR THE PREPARATION OF THE 2023 CONSOLIDATED FISCAL REPORT AND MODIFYING THE 2024 BUDGET FOR COMMUNITY SERVICES**

By Mr. Hull, Chair, Services Committee

**WHEREAS**, Community Services has a requirement to report to the State annually, and has recognized the need for assistance in preparing the 2023 Consolidated Fiscal Report (CFR), and

**WHEREAS**, Community Services is currently without a designated Local Government Unit (LGU) fiscal staff, and

**WHEREAS**, Coordinated Care Services, Inc. (CCSI) provides support in behavioral health and human services, specifically in financial reporting, claiming, and budgeting for many counties and providers, and

**WHEREAS**, CCSI would assist in the preparation of 2023 CFR, and the rate is \$110 per hour, not to exceed \$20,000 (01TG0691 502A1), and

**WHEREAS**, if approved, the Department will be utilizing revenue from unrestricted DSRIP funds to pay for this work to be completed,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign a contract with Coordinated Care Services, Inc. for the preparation of the 2023 Consolidated Fiscal Report, upon approval of the County Attorney, and

**BE IT FURTHER RESOLVED** that the Treasurer is authorized to modify the 2024 Budget for Community Services, as follows:

**INCREASE APPROPRIATIONS:**

A3143204 43007 DSRP	A DSRP Other Fees and Services	\$20,000
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**INCREASE REVENUE:**

A3134905 56000 DSRP	A DSRP Mental Health	\$20,000
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April 1, 2024

Services Committee: 3-18-2024

RESOLUTION NO.

**APPROVAL OF RATES FOR RELATED SERVICES FOR THE  
PRESCHOOL SPECIAL EDUCATION PROGRAM**

By Mr. Hull, Chair, Services Committee

**WHEREAS**, the Public Health Department engages the services of several individuals and agencies to provide Preschool Special Education Program needs, and

**WHEREAS**, the rates paid to providers for Related Services (PK040504 47700) are set by the County and reflect cost from the agency providing services,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators approves the following rates for Related Services for the Preschool Special Education Program for the period July 1, 2024 through June 30, 2025:

<u>Service:</u>	<u>Maximum Rate per Half Hour:</u>
Audiology	\$75
Counseling	\$64
Teacher of Hearing Impaired	\$58
Occupational Therapy	\$69
Physical Therapy	\$61
Speech Therapy	\$63
Group Rates (OT, PT, ST – per child)	\$45
Teacher of Visually Impaired	\$50
1:1 Aide	\$14
Interpreter	\$16
Teaching Assistant	\$15
Psychological Services	\$60
1:1 Medical Aide	\$17
Orientation & Mobility	\$66
Parent Training	\$64
School Health Services/Nurse	\$55
School Social Work	\$64
Coordination 2 or more related services	\$64
Assisted Technology Service	\$54
Nutritional Services Home Visit	\$60

April 1, 2024

Services Committee: 3-18-2024

RESOLUTION NO.

**AUTHORIZING THE CHAIR TO SIGN CONTRACTS FOR SERVICES  
FOR THE PRESCHOOL SPECIAL EDUCATION PROGRAM IN THE  
PUBLIC HEALTH DEPARTMENT**

By Mr. Hull, Chair, Services Committee

**WHEREAS**, the Public Health Department engages the services of several individuals and agencies to provide services for the Preschool Special Education Program, and

**WHEREAS**, the Preschool Special Education Program Contracts cover the following services: Center-Based Program (PK040504 46502), Special Education Itinerant Teacher (SEIT) (PK040504 47700), Evaluation (PK040504 48600) at rates set by the New York State Education Department, and Related Services (PK040504 47700) at rates set by St. Lawrence County, and

**WHEREAS**, the terms of the contracts cover the period July 1, 2024 through June 30, 2025,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign contracts for services for the Preschool Special Education Program in the Public Health Department, upon approval of the County Attorney.

April 1, 2024

Services Committee: 3-18-2024

RESOLUTION NO.

**PROCLAIMING APRIL 1-7 AS NATIONAL PUBLIC HEALTH WEEK  
WITH THE 2024 THEME OF “PROTECTING, CONNECTING, AND THRIVING:  
WE ARE ALL PUBLIC HEALTH”**

By Mr. Hull, Chair, Services Committee

**WHEREAS**, the Public Health Department is observing National Public Health Week, and is becoming part of a growing movement to create the healthiest nation in one generation, and

**WHEREAS**, rural communities face a range of health disparities, from higher burdens of chronic disease to limited access to primary care and prevention services, and

**WHEREAS**, compared to people living in urban areas, rural Americans face a greater risk of death from the five leading causes of death – heart disease, cancer, unintentional injury, chronic lower respiratory disease and stroke, and

**WHEREAS**, the 2024 National Public Health Week will celebrate the role of collaboration, cooperation and partnership in improving public health, and will bring together public health workers, students, organizations and communities around the theme of “Protecting, Connecting and Thriving: We Are All Public Health,” and

**WHEREAS**, Public Health is more than just health care; it includes making sure our neighborhoods and environments are free from pollution and our food and water are safe for consumption, and together we make a difference to the health of our community, and

**WHEREAS**, during the week, the American Public Health Association brings together communities across the United States to observe National Public Health Week as a time to recognize the contributions of public health and highlight issues that are important to improving the health of our nation,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators proclaims April 1-7, 2024, as National Public Health Week.

April 1, 2024

Services Committee: 3-18-2024

RESOLUTION NO.

**MODIFYING THE 2024 BUDGET FOR PUBLIC HEALTH FOR FUNDING RECEIVED FROM COMMUNITY SERVICES FOR THE OASAS OPIOID SETTLEMENT FUNDS**

By Mr. Hull, Chair, Services Committee

**WHEREAS**, Community Services received funding from the OASAS Opioid Settlement Funding, and

**WHEREAS**, Public Health has been approved to receive \$56,000 in funding from St. Lawrence County Community Services to address the opioid epidemic in the community, and

**WHEREAS**, this funding will be used for interventions, such as to increase access to Naloxone and Fentanyl test strips for community members at high-risk of experiencing an overdose, to provide education on substance use disorder, overdose prevention, stigma, and mental health, and to conduct local harm reduction promotion media campaigns,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Treasurer to modify the 2024 Budget for Public Health for funding received from Community Services for the OASAS Opioid Settlement Funds, as follows:

**INCREASE APPROPRIATIONS:**

PPZ40101 11000 OSF	P OSF Direct Service Workers	\$9,244
PPZ40101 41901 OSF	P OSF Central Printing	500
PPZ40104 41902 OSF	P OSF Commercial Printing	4,200
PPZ40104 42402 OSF	P OSF I/D Postage	2,500
PPZ40104 43005 OSF	P OSF Advertising Fees & Expenses	23,000
PPZ40104 43007 OSF	P OSF Other Fees & Services	7,800
PPZ40104 44500 OSF	P OSF Other Travel Reimbursement	4,000
PPZ40108 81000 OSF	P OSF Retirement	1,030
PPZ40108 83000 OSF	P OSF Social Security	638
PPZ40108 84000 OSF	P OSF Workers Compensation	230
PPZ40108 84500 OSF	P OSF Group Life Insurance	17
PPZ40108 86000 OSF	P OSF Hospital & Medical Insurance	2,697
PPZ40108 86500 OSF	P OSF Dental Insurance	108
PPZ40108 89000 OSF	P OSF Vision Insurance	36
		<u>\$56,000</u>

**INCREASE REVENUE:**

PPZ27705 55000 OSF	P OSF Local Revenue	\$56,000
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Services Committee: 3-18-2024

RESOLUTION NO.

**MODIFYING THE 2024 BUDGET FOR THE PUBLIC HEALTH DEPARTMENT FOR EPIDEMIOLOGY AND LABORATORY CAPACITY (ELC) COVID-19 ENHANCED DETECTION**

By Mr. Hull, Chair, Services Committee

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

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

**WHEREAS**, Resolution No. 257-2020 authorized the original contract for a two-year period ending June 30, 2022, and Resolution No. 82-2022 extended the contract to March 31, 2023, and Resolution No. 381-2022 extended the contract to December 31, 2023, (PPZ44895 57000 CVD), and this amendment would extend the contract through July 31, 2024, and

**WHEREAS**, on December 20, 2021, Governor Kathy Hochul announced that she is making funding available to counties across New York State to help with costs associated with administering vaccines and boosters and enforcing the mask-or-vaccine mandate for indoor public places, and

**WHEREAS**, the supplemental funding will be expended on the hiring of permanent and temporary staff to assist with POD activities, POD clinic supplies, conducting public education/awareness campaigns and outreach on mask or vaccine protocols, staff mileage to travel to POD sites, triaging inquires or complaints to partner entities and collaborating on mitigation activities, wrap around services, and deliverables to cover MPOX response along with COVID-19 activities,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Treasurer to modify the 2024 Budget for Public Health for Epidemiology and Laboratory Capacity (ELC) COVID-19 enhanced detection, as follows:

**INCREASE APPROPRIATIONS:**

PPZ40101 11000 CVD	P ELC CVD Direct Service Worker	\$74,690
PPZ40104 42004 CVD	P ELC CVD Computer Software	11,000
PPZ40104 43007 CVD	P ELC CVD Other Fees and Services	18,798
PPZ40108 81000 CVD	Retirement	5,971

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PPZ40108 83000 CVD	Social Security	3,000
PPZ40108 84000 CVD	Workers' Compensation	<u>1,135</u>
		\$114,594
	<b><u>INCREASE REVENUE:</u></b>	
PPZ44895 57000 CVD	P ELC CVD Federal Aid	\$114,594

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Finance Committee: 3-25-2024

RESOLUTION NO.

**AUTHORIZING THE CHAIR TO SIGN AN AGREEMENT WITH  
PAINTCARE NEW YORK LLC FOR PAINT DISPOSAL**

By Mr. Gennett, Chair, Finance Committee

**WHEREAS**, the Solid Waste Department is committed to facilitating safe and responsible disposal of solid waste, and

**WHEREAS**, the Solid Waste Department recognizes the potential hazards associated with improper paint disposal, including environmental contamination and health risks, and

**WHEREAS**, DANC has partnered with PaintCare for the collection and disposal of paint, and

**WHEREAS**, PaintCare is a non-profit organization established to collect and responsibly manage leftover, unwanted, or expired paint, and

**WHEREAS**, DANC has requested St. Lawrence County provide a drop off area within the County for one (1) day per month, and

**WHEREAS**, the Highway facility, located at 44 Park Street, Canton, has been selected, and DANC will be providing staff to collect the paint at no cost to the County,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair an agreement with PaintCare New York LLC for paint disposal, upon approval of the County Attorney.



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Finance Committee: 3-25-2024

RESOLUTION NO.

**AUTHORIZING THE CHAIR TO SIGN AN AGREEMENT WITH THE CITY OF  
OGDENSBURG FOR SEPTAGE/LEACHATE RECEIVING SERVICES**

By Mr. Gennett, Chair, Finance Committee

**WHEREAS**, the City of Ogdensburg operates a Wastewater Treatment Plant with the capacity to receive and treat septage/leachate, and

**WHEREAS**, the Solid Waste Department collects and transports septage/leachate from the closed Ogdensburg landfill, and

**WHEREAS**, the City agrees to allow the Solid Waste Department to discharge septage/leachate at the Waste Water Treatment Plant for treatment and disposal, and

**WHEREAS**, the Solid Waste Department will pay the City of Ogdensburg a sum based upon the volume of septage/leachate delivered, and

**WHEREAS**, for fiscal year 2024, the City of Ogdensburg will charge a fee of \$0.10 per gallon of septage/leachate received (WH081604 43018 LEAC), and

**WHEREAS**, this will be an annual agreement with automatic renews and an opt-out option for the County and City,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign an agreement with City of Ogdensburg for Septage/Leachate Receiving Services, upon approval of the County Attorney.

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Finance Committee: 3-25-2024

RESOLUTION NO.

**ADOPTING LOCAL LAW B (NO. \_) FOR THE YEAR 2024,  
“RESCINDING ALL PREVIOUS ETHICS LAWS AND AMENDMENTS  
AND ADOPTING THE ST. LAWRENCE COUNTY ETHICS LAW”**

By Mr. Gennett, Chair, Finance Committee

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

Section 1. The adoption of this local law is intended to replace any and all laws and amendments previously adopted by the Board of Legislators relating to the Code of Ethics in St. Lawrence County.

Section 2. This local law shall take effect upon filing in the Office of the Secretary of State.

Section 3. The Board of Legislators adopts the following Ethics law:

**ST. LAWRENCE COUNTY CODE OF ETHICS**

- ARTICLE 1. PURPOSE
- ARTICLE 2. DEFINITIONS
- ARTICLE 3. APPLICABILITY
- ARTICLE 4. PROHIBITION ON USE OF MUNICIPAL POSITION FOR PERSONAL OR PRIVATE GAIN
- ARTICLE 5. DISCLOSURE OF INTEREST IN LEGISLATION AND OTHER MATTERS
- ARTICLE 6. RECUSAL AND ABSTENTION
- ARTICLE 7. PROHIBITION INAPPLICABLE; DISCLOSURE, RECUSAL AND ABSTENTION NOT REQUIRED
- ARTICLE 8. INVESTMENTS IN CONFLICT WITH OFFICIAL DUTIES
- ARTICLE 9. PRIVATE EMPLOYMENT IN CONFLICT WITH OFFICIAL DUTIES
- ARTICLE 10. FUTURE EMPLOYMENT
- ARTICLE 11. PERSONAL REPRESENTATIONS AND CLAIMS PERMITTED
- ARTICLE 12. USE OF MUNICIPAL RESOURCES
- ARTICLE 13. INTERESTS IN CONTRACTS
- ARTICLE 14. NEPOTISM
- ARTICLE 15. POLITICAL SOLICITATIONS
- ARTICLE 16. CONFIDENTIAL INFORMATION
- ARTICLE 17. GIFTS
- ARTICLE 18. BOARD OF ETHICS
- ARTICLE 19. ADVISORY OPINIONS
- ARTICLE 20. POSTING AND DISTRIBUTION
- ARTICLE 21. ENFORCEMENT
- ARTICLE 22. ANNUAL FINANCIAL DISCLOSURE STATEMENT

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ARTICLE 23. DESIGNATION OF OFFICERS AND EMPLOYEES REQUIRED TO FILE  
ANNUAL FINANCIAL DISCLOSURE STATEMENTS

ARTICLE 24. MAINTENANCE AND USE OF FINANCIAL DISCLOSURE STATEMENTS

ARTICLE 25. EFFECTIVE DATE

ARTICLE 1. PURPOSE

Officers and employees of St. Lawrence County hold their positions to serve and benefit the public, not for obtaining unwarranted personal or private gain in the exercise and performance of their official powers and duties. In recognition of this fundamental principle, the St. Lawrence County Board of Legislators recognizes there is a need for clear and reasonable standards of ethical conduct. This code of ethics establishes those standards.

ARTICLE 2. DEFINITIONS

- (a) “Agency” means any of the divisions of County government, except the Legislature.
- (b) “Appointed Official” means any individual who is appointed by the Chair of the Board of Legislators or the County Legislature to any agency, institution, department, office, branch, division, council, commission, board or bureau, whether paid or unpaid.
- (c) “Appropriate Body” pursuant to Article 18 of General Municipal Law, means the Board of Ethics of the County of St. Lawrence.
- (d) “Board” means the governing board of a municipality and any municipal administrative board (e.g. planning board, zoning of board of appeals), commission, or other agency or body comprised of two or more municipal officers or employees, excluding advisory bodies with no policy-making function.
- (e) “Child” means any son, daughter, step-son or step-daughter, natural or adopted of a County Officer, employee or appointed official if such child is under 18 or is a dependent of the officer, employee or appointed official as defined in Internal Revenue Code Section 152(a)(1) and (2), and any amendments thereto.
- (f) Code” means this code of ethics.
- (g) “Confidential Information” means any record or other information in any format that is either: (a.) prohibited by federal or state law from disclosure to the public; or (b.) prohibited from disclosure to the public by local law of the County; or (c) exempt from mandatory disclosure under the New York State Freedom of Information Law (“FOIL”) and the New York State Open Meetings Law.
- (h) “County” means the County of St. Lawrence or any department, board, executive division, institution, office, branch, bureau, commission, agency, legislature or other division or part thereof.
- (i) “County Elected Official” means a County Legislator, the County Clerk, the District Attorney, the County Treasurer, the Sheriff or the Coroner.

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- (j) “Domestic Partner” means a person who is neither married nor related by blood or marriage to the County officer or employee, and is the County officer or employee’s sole spousal equivalent; lives together with the County Officer or employee in the same residence and intends to do so indefinitely and is responsible with the County officer or employee for each other’s welfare.
- (k) “Financial Relationship” an ownership or investment interest in the legal entity or a compensation arrangement with the legal entity
- (l) “Gift” means anything of value sought or received for less than fair market value, whether in the form of money, service, loan, travel, entertainment, or tickets, or in any other form.
- (m) “Government” means the St. Lawrence County Legislature, and includes all of its agencies, offices, departments, divisions, bureaus, boards, administrations, authorities, corporations, councils, commissions, and other units.
- (n) “Interest” means a direct or indirect financial or material benefit, but does not include any benefit arising from the provision or receipt of any services generally available to the residents or taxpayers of the municipality or an area of the municipality, or a lawful class of such residents or taxpayers. A municipal officer or employee is deemed to have an interest in any private organization when he or she, his or her spouse, or a member of his or her household, is an owner, partner, member, director, officer, employee, or directly or indirectly owns or controls more than five percent (5%) of outstanding stock of the organization.
- (o) “Jurisdiction” shall mean having the authority, capacity, power or right to act with regard to the management and administration of policy and supervision of personnel of the County agency (as defined above at Article 2, Section 1) in which she or he is an officer, employee or appointed official (as defined above at Article 2, Sections 2 and 6).
- (p) “Legislation” means a matter which appears upon the calendar or agenda of the Legislature of St. Lawrence County or upon a committee hereof upon which any official action has been taken and shall include adopted acts, local laws, ordinances or resolutions.
- (q) “Major campaign contributor” of a County officer or employee means any individual or entity that has made, in the aggregate during the preceding 24 months, contributions of \$1,000 or more for the election of the County officer or employee to any public office.
- (r) “Ministerial act” means an administrative act, including the issuance of a license, permit, or other permission by the government, which is carried out in a prescribed manner and which does not involve substantial personal discretion.
- (s) “Municipality” means St. Lawrence County. The word “municipal” refers to the municipality.
- (t) “Municipal officer or employee” means a paid or unpaid officer or employee of St. Lawrence County, including, but not limited to, the members of any municipal board.

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- (u) “Officer” or “employee” means any officer or employee of the County of St. Lawrence. It also includes elected officials, appointed officials and heads of any agency, institution, department, office, branch, division, council, commission, board or bureau of the County of St. Lawrence, whether paid or unpaid, who occupy a policy making position.
- (v) “Policy-Making position” A position in County government shall be considered a policy-making position if it meets the following criteria, based either on the powers and duties of the position as set forth in the job description or any applicable law or regulation, or based on the actual duties performed by the person holding that position:
  - (1) the position has been determined to be managerial pursuant to Civil Service Law §201(7); because the occupant formulates policy or;
  - (2) the position is in the non-competitive class under §2.2 of the rules and regulations of the New York State Department of Civil Service and it is designated by the County Civil Service Commissioner as a position which requires the performance of functions influencing policy, or
  - (3) the position is in the non-competitive class under §2.2 of the rules and regulations of the New York State Department of Civil Service and it is designated by the County Civil Service Commissioner as a position which requires the performance of functions influencing policy, or
  - (4) the person holding the position exercise responsibilities of a broad scope in the formulation of plans for the implementation of goals or policy for a county agency acts as an advisor to an individual in such a position, and
  - (5) Officers and employees holding the position have discretionary authority with respect to;
    - (i) Contracts, leases, franchises, revocable consents, concessions, variances, special permits, or licenses; or
    - (ii) The purchase, sale, rental or lease of real property, personal property, or services or a contract therefore; or
    - (iii) The obtaining of grants of money or loans; or
    - (iv) Inspections; or
    - (v) The adoption or repeal of any rule or regulation having the force and effect of law.
- (w) “Political Activity” doing something in active support of or opposition of a political party or a candidate for partisan political office or a partisan political group.
- (x) “Relative” means a spouse, parent, step-parent, sibling, step-sibling, sibling’s spouse, child, step-child, adoptive child, uncle, aunt, nephew, niece, first cousin, or household member of a municipal officer or employee, and individuals having any of these relationships to the spouse of the officer or employee.
- (y) “Spouse” means the husband or wife of an officer, employee or appointed official subject to the provisions of this Local Law unless legally separated from such officer, employee or appointed official.

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- (z) “Subordinate” means a County officer or employee the work of whom one has the authority to directly or indirectly control or direct, whether or not the two officers or employees stand in a direct reporting relationship to one another.

ARTICLE 3.           APPLICABILITY

This code of ethics applies to the officers and employees of the St. Lawrence County government, and shall supersede any prior municipal code of ethics. The provisions of this code of ethics shall apply in addition to all applicable State and local laws relating to conflicts of interest and ethics including, but not limited to, Article 18 of the General Municipal Law and all rules, regulations, policies and procedures of the St. Lawrence County.

ARTICLE 4.           PROHIBITION ON USE OF MUNICIPAL POSITION FOR PERSONAL OR PRIVATE GAIN

No municipal officer or employee shall use his or her municipal position or official authority and duties to secure a financial or material benefit for himself or herself, a relative, or any private organization in which he or she is deemed to have an interest.

ARTICLE 5.           DISCLOSURE OF INTEREST IN LEGISLATION AND OTHER MATTERS

- (a) Whenever a matter requiring the exercise of discretion comes before a municipal officer or employee, either individually or as a member of a board, and disposition of the matter could result in a direct or indirect financial or material benefit to himself or herself, a relative, or any private organization in which he or she is deemed to have an interest, the municipal officer or employee shall disclose in writing the nature of the interest.
- (b) The disclosure shall be made when the matter requiring disclosure first comes before the municipal officer or employee, or when the municipal officer or employee first acquires knowledge of the interest requiring disclosure, whichever is earlier.
- (c) In the case of a person serving in an elective office, the disclosure shall be filed with the St. Lawrence County Board of Legislators. In all other cases, the disclosure shall be filed with the person’s supervisor or, if the person does not have a supervisor, the disclosure shall be filed with the municipal officer, employee or board having the power to appoint to the person’s position. In addition, in the case of a person serving as an appointee on a municipal board, a copy of the disclosure shall be filed with the St. Lawrence County Board of Legislators. Any disclosure made to a board shall be made publicly at a meeting of the appropriate board and must be included in the minutes of the meeting.

ARTICLE 6.           RECUSAL AND ABSTENTION

- (a) No municipal officer or employee may participate in any decision or take any official action with respect to any matter requiring the exercise of discretion, including discussing the matter and voting on it, when he or she knows or has reason to know that the action could confer a direct or indirect financial or material benefit on himself or herself, a relative, or any private organization in which he or she is deemed to have an interest.

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- (b) In the event that this section prohibits a municipal officer or employee from exercising or performing a power or duty:
- (1) if the power or duty is vested in a municipal officer as a member of a board, then the power or duty shall be exercised or performed by the other members of the board;
  - (2) if the power or duty that is vested in a municipal officer individually, then the power or duty shall be exercised or performed by his or her deputy or, if the officer does not have a deputy, the power or duty shall be performed by another person to whom the officer may lawfully delegate the function; or
  - (3) if the power or duty is vested in a municipal employee, he or she must refer the matter to his or her immediate supervisor, and the immediate supervisor shall designate another person to exercise or perform the power or duty.

ARTICLE 7.            PROHIBITION INAPPLICABLE; DISCLOSURE, RECUSAL AND  
ABSTENTION NOT REQUIRED

- (a) This code's prohibition on use of a municipal position (section 4), disclosure requirements (section 5), and requirements relating to recusal and abstention (section 6), shall not apply with respect to the following matters:
- (1) adoption of the municipality's annual budget;
  - (2) any matter requiring the exercise of discretion that directly affects any of the following groups of people or a lawful class of such groups:
    - (i) all municipal officers or employees;
    - (ii) all residents or taxpayers of the municipality or an area of the municipality; or
    - (iii) the general public.
  - (3) any matter that does not require the exercise of discretion.
- (b) Recusal and abstention shall not be required with respect to any matter:
- (1) which comes before a board when a majority of the board's total membership would otherwise be prohibited from acting by section 6 of this code; or
  - (2) which comes before a municipal officer when the officer would be prohibited from acting by section 6 of this code and the matter cannot be lawfully delegated to another person.

ARTICLE 8.            INVESTMENTS IN CONFLICT WITH OFFICIAL DUTIES

- (a) No municipal officer or employee may acquire the following investments:
- (1) investments that can be reasonably expected to require more than sporadic recusal and abstention under section 6 of this code; or
  - (2) investments that would otherwise impair the independence of judgment of the person in the exercise or performance of his or her official powers and duties.
- (b) This section does not prohibit a municipal officer or employee from acquiring any other investments or the following assets:

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- (1) real property located within the municipality and used as his or her personal residence;
- (2) less than five percent of the stock of a publicly traded corporation; or
- (3) bonds or notes issued by the municipality and acquired more than one year after the date on which the bonds or notes were originally issued.

ARTICLE 9. PRIVATE EMPLOYMENT IN CONFLICT WITH OFFICIAL DUTIES

No municipal officer or employee, during his or her tenure as a municipal officer or employee, may engage in any private employment, including the rendition of any business, commercial, professional or other types of services, when the employment:

- (a) can be reasonably expected to require more than sporadic recusal and abstention pursuant to section 6 of this code;
- (b) can be reasonably expected to require disclosure or use of confidential information gained by reason of serving as a municipal officer or employee;
- (c) violates section 805-a(1)(c) or (d) of the General Municipal Law; or
- (d) requires representation of a person or organization other than the municipality in connection with litigation, negotiations or any other matter to which the municipality is a party.

ARTICLE 10. FUTURE EMPLOYMENT

- (a) No municipal officer or employee may ask for, pursue, or accept a private post-government employment opportunity with any person or organization that has a matter requiring the exercise of discretion pending before the municipal officer or employee, either individually or as a member of a board, while the matter is pending or within the 30 days following final disposition of the matter.
- (b) No municipal officer or employee, for the two-year period after serving as a municipal officer or employee, may represent or render services to a private person or organization in connection with any matter involving the exercise of discretion before the municipal office, board, department or comparable organizational unit for which he or she serves.
- (c) No municipal officer or employee, at any time after serving as a municipal officer or employee, may represent or render services to a private person or organization in connection with any particular transaction in which he or she personally and substantially participated while serving as a municipal officer or employee.

ARTICLE 11. PERSONAL REPRESENTATIONS AND CLAIMS PERMITTED

This code shall not be construed as prohibiting a municipal officer or employee from:

- (a) representing himself or herself, or his or her spouse or minor children before the municipality; or
- (b) asserting a claim against the municipality on his or her own behalf, or on behalf of his or her spouse or minor children.



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ARTICLE 12. USE OF MUNICIPAL RESOURCES

- (a) Municipal resources shall be used for lawful municipal purposes. Municipal resources include, but are not limited to, municipal personnel, and the municipality's money, vehicles, equipment, materials, supplies or other property.
- (b) No municipal officer or employee may use or permit the use of municipal resources for personal or private purposes, but this provision shall not be construed as prohibiting:
  - (1) any use of municipal resources authorized by law or municipal policy;
  - (2) the use of municipal resources for personal or private purposes when provided to a municipal officer or employee as part of his or her compensation; or
  - (3) the occasional and incidental use during the business day of municipal telephones and computers for necessary personal matters such as family care and changes in work schedule.
- (c) No municipal officer or employee shall cause the municipality to spend more than is reasonably necessary for transportation, meals or lodging in connection with official travel.

ARTICLE 13. INTERESTS IN CONTRACTS

- (a) No municipal officer or employee may have an interest in a contract that is prohibited by section 801 of the General Municipal Law.
- (b) Every municipal officer and employee shall disclose interests in contracts with the municipality at the time and in the manner required by section 803 of the General Municipal Law.

ARTICLE 14. NEPOTISM

Except as otherwise required by law:

- (a) No municipal officer or employee, either individually or as a member of a board, may participate in any decision specifically to appoint, hire, promote, discipline or discharge a relative for any position at, for, or within the municipality or a municipal board.
- (b) No municipal officer or employee may supervise a relative in the performance of the relative's official powers or duties.

ARTICLE 15. POLITICAL SOLICITATIONS

- (a) No municipal officer or employee shall directly or indirectly compel or induce a subordinate municipal officer or employee to make, or promise to make, any political contribution, whether by gift of money, service or other thing of value.
- (b) No municipal officer or employee may act or decline to act in relation to appointing, hiring or promoting, discharging, disciplining, or in any manner changing the official rank, status or

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compensation of any municipal officer or employee, or an applicant for a position as a municipal officer or employee, on the basis of the giving or withholding or neglecting to make any contribution of money or service or any other valuable thing for any political purpose.

ARTICLE 16. CONFIDENTIAL INFORMATION

No municipal officer or employee who acquires confidential information in the course of exercising or performing his or her official powers or duties may disclose or use such information unless the disclosure or use is required by law or in the course of exercising or performing his or her official powers and duties.

ARTICLE 17. GIFTS

- (a) No municipal officer or employee shall solicit, accept, or receive a gift in violation of section 805-a(1)(a) of the General Municipal Law as interpreted in this section.
- (b) No municipal officer or employee may directly or indirectly solicit any gift.
- (c) No municipal officer or employee may accept or receive any gift, or multiple gifts from the same donor, having an annual aggregate value of seventy-five dollars or more when:
  - (1) the gift reasonably appears to be intended to influence the officer or employee in the exercise or performance of his or her official powers or duties;
  - (2) the gift could reasonably be expected to influence the officer or employee in the exercise or performance of his or her official powers or duties; or
  - (3) the gift is intended as a reward for any official action on the part of the officer or employee.
- (d) For purposes of this section, a “gift” includes anything of value, whether in the form of money, service, loan, travel, entertainment, hospitality, thing or promise, or in any other form. The value of a gift is the gift’s fair market value, determined by the retail cost of the item or a comparable item. The fair market value of a ticket entitling the holder to food, refreshments, entertainment, or any other benefit is the face value of the ticket, or the actual cost to the donor, whichever is greater. Determination of whether multiple gifts from a single donor exceed seventy-five dollars must be made by adding together the value of all gifts received from the donor by an officer or employee during the twelve-month period preceding the receipt of the most recent gift.
- (e) A gift to a municipal officer or employee is presumed to be intended to influence the exercise or performance of his or her official powers or duties when the gift is from a private person or organization that seeks municipal action involving the exercise of discretion by or with the participation of the officer or employee.
- (f) A gift to a municipal officer or employee is presumed to be intended as a reward for official action when the gift is from a private person or organization that has obtained municipal action involving the exercise of discretion by or with the participation of the officer or employee during the preceding twelve months.

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- (g) This section does not prohibit any other gift, including:
- (1) gifts made to the municipality;
  - (2) gifts from a person with a family or personal relationship with the officer or employee when the circumstances make it clear that the personal relationship, rather than the recipient's status as a municipal officer or employee, is the primary motivating factor for the gift;
  - (3) gifts given on special occasions, such as marriage, illness, or retirement, which are modest, reasonable and customary;
  - (4) unsolicited advertising or promotional material of little intrinsic value, such as pens, pencils, note pads, and calendars;
  - (5) awards and plaques having a value of seventy-five dollars or less which are publicly presented in recognition of service as a municipal officer or employee, or other service to the community; or
  - (6) meals and refreshments provided when a municipal officer or employee is a speaker or participant at a job-related professional or educational conference or program and the meals and refreshments are made available to all participants.

ARTICLE 18. BOARD OF ETHICS

- (a) There is hereby established a Board of Ethics for the municipality. The Board of Ethics shall consist of five members, appointed for a term of four years, a majority of whom shall not be officers or employees of the municipality, but at least one of whom must be a municipal officer or employee. The members of the Board of Ethics shall be appointed by the St. Lawrence County Board of Legislators, serve at the pleasure of the appointing authority, and receive no salary or compensation for their services as members of the Board of Ethics.
- (b) The Board of Ethics shall render advisory opinions to the officers and employees of St. Lawrence County with respect to Article 18 of the General Municipal Law and this code. Such advisory opinions must be rendered pursuant to the written request of any such officer or employee regarding proposed or performed conduct of the officer or employee or direct subordinate of the officer and employee under such rules and regulations as the Board of Ethics may prescribe. The Board of Ethics shall have the advice of legal counsel employed by the Board, or if none, the legal counsel of the County. If advisory opinions are requested related to the Board of Legislators, separate counsel can be provided to the Board of Ethics. In addition, the Board of Ethics may make recommendations with respect to the drafting and adoption of a code of ethics, or amendments thereto, upon the request of the St. Lawrence County Board of Legislators.

ARTICLE 19. ADVISORY OPINIONS

- (a) The Board of Ethics shall have authority to render confidential advisory opinions with respect to all matters covered by this law upon the written request of a current, former, or prospective agency, government officer or employee. Advisory opinions shall relate only to the interests, conduct, or actions of the requester or of a subordinate of the requester.
- (b) A current, former, or prospective agency, government officer or employee who acts in conformity with an advisory opinion shall not be subject to penalties or sanctions under this

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law for having so acted, unless the request for the advisory opinion omitted or misstated facts material to the opinion. The Board of Ethics may amend or rescind an advisory opinion at any time upon notice to the agency, officer or employee, provided, however, that the amended advisory opinion shall apply only to future actions of the officer or employee.

- (c) Advisory opinions and requests for advisory opinions shall be indexed and maintained on file by the Board of Ethics. The Board of Ethics shall publish such of its advisory opinions as the Board of Ethics deems beneficial for the guidance of government officers and employees, those doing business with the government, and members of the public, provided, however, that before publishing such advisory opinions the Board of Ethics shall first make such deletions as are necessary to prevent disclosure of the identity of the involved officers and employees.

#### ARTICLE 20. POSTING AND DISTRIBUTION

- (a) The St. Lawrence County Administrator must promptly cause a copy of this code, and a copy of any amendment to this code, to be posted publicly and conspicuously in each building under the control of the municipality.
- (b) The code must be posted within ten (10) days following the date on which the code takes effect. An amendment to the code must be posted within ten (10) days following the date on which the amendment takes effect.
- (c) The St. Lawrence County Administrator must promptly cause a copy of this code, including any amendments to the code, to be distributed to every person who is or becomes an officer and employee of the St. Lawrence County.
- (d) Every municipal officer or employee who receives a copy of this code or an amendment to the code must acknowledge such receipt in writing. Such acknowledgments must be filed with the St. Lawrence County Attorney who must maintain such acknowledgments as a public record.
- (e) The failure to post this code or an amendment to the code does not affect either the applicability or enforceability of the code or the amendment. The failure of a municipal officer or employee to receive a copy of this code of ethics or an amendment to the code, or to acknowledge receipt thereof in writing, does not affect either the applicability or enforceability of the code or amendment to the code.

#### ARTICLE 21. ENFORCEMENT

Any municipal officer or employee who violates this code may be censured, fined, suspended, or removed from office or employment in the manner provided by law.

#### ARTICLE 22. FINANCIAL DISCLOSURE STATEMENT

- (a) Officers and employees required to file. The following classes of officers and employees of the government shall be required to file a signed financial disclosure statement on an annual basis:

April 1, 2024

- (1) Elected officials;
  - (2) The heads of any agency, department, division, council, board, commission, authority or bureau of the government and their deputies and other persons authorized to act on their behalf who make policy decisions; and
  - (3) Officers and employees including members of boards, commissions and public authorities of the government who hold policymaking positions. All members of advisory boards, advisory councils, and advisory commissions where such advisory commissions, advisory councils, and advisory boards hold no policy-making function of St. Lawrence County are exempt from this requirement.
- (b) Time and place for filing annual financial disclosure statements shall be filed with the Board of Ethics no later than the 31<sup>st</sup> of March each year. This statement may be filed with the Office of the County Attorney.

ARTICLE 23.            DESIGNATION OF OFFICERS AND EMPLOYEES REQUIRED  
TO FILE FINANCIAL DISCLOSURE STATEMENTS

Within thirty (30) days after the effective date of this law, and during the month of February each year thereafter, the heads of every agency, department, division, council, board, commission, authority or bureau of the government shall:

- (a) Cause to be filed with the Board of Ethics a list of the names and offices or positions of all government officers and employees subject to his or her jurisdiction required to file annual financial disclosure statements pursuant to Article 8 of this law; and
- (b) Notify all such officers and employees of their obligation to file an annual disclosure statement by March 31 of each year.

ARTICLE 24.            MAINTENANCE AND USE OF FINANCIAL DISCLOSURE  
STATEMENTS (FDS)

- (a) The Board of Ethics shall index and maintain on file for at least seven (7) years all annual financial disclosure statements filed.
- (b) The Board of Ethics shall secure a copy of the active vendor list from the County on an annual basis that includes all vendors doing business with St. Lawrence County. The active vendor list will be used for the purpose of conducting an audit of submitted annual Financial Disclosure Statements (FDS). At a minimum, on a biennial basis, the Board of Ethics will compare, through an audit, the active vendors to businesses acknowledged by individuals in their Financial Disclosure Statements. The Board of Ethics will notify the County of any conflicts. The County will be responsible to ensure separation exists between employees and identified conflicts with access to vendors where there is a preexisting relationship. If there are issues, the County will communicate with the Board of Ethics.

ARTICLE 25.            EFFECTIVE DATE

This code takes effect upon filing with the Secretary of State.

April 1, 2024

Finance Committee: 3-25-2024

RESOLUTION NO.

**AUTHORIZING THE CHAIR TO SIGN AN AGREEMENT FOR THE  
CONVEYANCE OF 209 RENSSELAER STREET, IN THE VILLAGE OF  
RENSSELAER FALLS, TOWN OF CANTON, IN LIEU OF FORECLOSURE  
PURSUANT TO REAL PROPERTY TAX LAW §1170**

By Mr. Gennett, Chair, Finance Committee  
Co-Sponsored by Mr. Lightfoot, District 3

**WHEREAS**, the Village of Rensselaer Falls, located in the Town of Canton, County of St. Lawrence, approached St. Lawrence County in 2023 in relation to a destroyed building located at 209 Rensselaer St., Rensselaer Falls, NY 13617 with Tax Map No. 87.037-3-12.2 which is owned by Palazzo Nail Spas, Inc., and

**WHEREAS**, the building, a former residential apartment rental building, was destroyed in a fire on February 27, 2022, and

**WHEREAS**, the Village of Rensselaer Falls contacted St. Lawrence County to request that the County clean up the location and proceed to litigation against the owner for the tax delinquency and cleanup costs utilizing the Blighted Property Program established by the County, and

**WHEREAS**, the property is currently listed as tax delinquent based upon unpaid 2023 taxes with an amount of taxes due of \$173.88 along with interest, penalties, and fees of \$46.90 with the 2024 unpaid taxes having not been re-levied as of yet, and

**WHEREAS**, rather than commence a foreclosure action against Palazzo Nails Spa, Inc., the County Attorney approached Palazzo Nails Spa, Inc. about executing a transfer of the title to the property in lieu of foreclosure, and

**WHEREAS**, pursuant to Real Property Tax Law § 1170, “Any tax district may, when authorized by resolution of its governing body and in lieu of prosecuting a proceeding to foreclose a tax lien on any parcel of real property pursuant to this article, accept a conveyance of the interest of any person having any right, title, interest, claim, lien or equity of redemption in or to such parcel,” and

**WHEREAS**, by transferring to the County the deed to the property in lieu of foreclosure, the County may move forward and clean up the property on its own, which is the goal of the Village and the County, and

**WHEREAS**, Palazzo Nails Spa, Inc. has agreed to a transfer of the property in lieu of foreclosure,

April 1, 2024

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign an agreement for the conveyance of 209 Rensselaer Street, in the Village of Rensselaer Falls, Town of Canton in lieu of foreclosure pursuant to Real Property Tax Law §1170, upon review and approval of the County Attorney, and

**BE IT FURTHER RESOLVED** that the County Attorney is authorized to file the deed to execute the transfer once the agreement has been signed.

April 1, 2024

Finance Committee: 3-25-2024

RESOLUTION NO.

**URGING NEW YORK STATE GOVERNOR KATHY HOCHUL TO MAKE APPOINTMENTS TO THE HERMON TOWN BOARD, ST. LAWRENCE COUNTY**

By Mr. Gennett, Chair, Finance Committee  
Co-Sponsored by Mr. Denesha, District 6

**WHEREAS**, the Town of Hermon is governed by a Town Board, having four (4) board members and a supervisor, and

**WHEREAS**, on or about February 27<sup>th</sup>, 2024 and February 29<sup>th</sup>, 2024, three town board members and the town supervisor resigned, denying the Town a legally elected body capable of achieving quorum and carrying out business on behalf of its residents, and

**WHEREAS**, while the Town Board has the authority to fill vacancies in an elected town office (Town Law, §64(5)), the New York State Attorney General's Office has informally opined that the Town Board's authority to fill vacancies under Town Law, §64(5) must be exercised in accordance with the quorum requirements set forth in Town Law, §63 and General Construction Law, §41 (1972 Op Atty Gen No 248), and

**WHEREAS**, a majority of the Town Board would be necessary to fill a vacancy in the Office of Town Board or Town Supervisor, and

**WHEREAS**, in the absence of a quorum of the Town Board needed to fill a vacancy or vacancies on the Town Board, the only remedy to the Town is to ask the Governor to appoint a sufficient number of Town Board Members to bring the board to a quorum so that it may carry on Town Board business (Public Officers Law, §43), and

**WHEREAS**, once the Governor has appointed a sufficient number of members to bring the Town Board to a quorum, the Town Board would have the authority to act under Town Law, §64(5) to fill the remaining vacancies, and

**WHEREAS**, because the vacancies occurred more than three (3) months prior to the general election in November, the individuals appointed to fill the vacancies will serve until December 31, 2024, with the positions going on the ballot for election (Public Officers Law, §§42, 38), and

**WHEREAS**, the Town Attorney, in consultation with the remaining board member and the Town Clerk, has recommended to the Governor to appoint the following individuals: (1) Cathy Race, who was the former Mayor of the Village of Hermon before the Village merged with the Town, from 2010-2016 and former St. Lawrence County Deputy County Clerk, and (2) Victoria Day, who is the Director of the Hepburn Library in Edwards, New York, as well as a Retired Elementary School Principal at Gouverneur School District, and



April 1, 2024

**WHEREAS**, despite this recommendation, no appointments have been made yet and the Town remains without a quorum sufficient to carry out business on behalf of its residents,

**NOW, THEREFORE, BE IT RESOLVED** the Board of Legislators urges New York State Governor Kathy Hochul to make appointments to the Town of Hermon Board permitting the Town of Hermon to carry out business on behalf of its residents, and

**BE IT FURTHER RESOLVED** that certified copies of this resolution be forwarded to Governor Kathy Hochul, U.S. Congresswoman Elise Stefanik, Senator Mark Walczyk, Senator Dan Stec, Assemblyman Ken Blankenbush, Assemblyman Scott Gray, and Town of Hermon Attorney.

April 1, 2024

Finance Committee: 3-25-2024

RESOLUTION NO.

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT RENEWAL  
WITH NEW YORK STATE INDUSTRIES FOR THE DISABLED, INC.  
FOR RECORDS MANAGEMENT SERVICES**

By Mr. Gennett, Chair, Finance Committee

**WHEREAS**, St. Lawrence County recognizes the need to have ongoing records management services performed, and

**WHEREAS**, New York State Industries for the Disabled, Inc. (“NYSID”), a 501c (3) not-for-profit corporation, was appointed by the New York State Commissioner of Education pursuant to Section 162 of the New York State Finance Law to facilitate orders on behalf of Preferred Source Agencies, such as St. Lawrence NYSID, and

**WHEREAS**, the St. Lawrence NYSID has provided records management services for St. Lawrence County for over thirty (30) years (B1014604 43006), and

**WHEREAS**, this contract allows the County to acquire services for document preparation such as micrographics, digital imaging or imaging on microfilm, CDs, and document shredding,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign a contract renewal with New York State Industries for the Disabled Inc. for records management services for January 1, 2024 through December 31, 2024, retroactively, upon approval of the County Attorney.

April 1, 2024

Finance Committee: 3-25-2024

RESOLUTION NO.

**PROCLAIMING APRIL AS NATIONAL COUNTY GOVERNMENT  
MONTH IN ST. LAWRENCE COUNTY AND THE 2024 THEME,  
“FORWARDTOGETHER”**

By Mr. Gennett, Chair, Finance Committee

**WHEREAS**, there are 3,069 counties in the United States that provide essential services to more than 330 million Americans to create healthy, safe, and thriving communities, and

**WHEREAS**, the county form of government was established in 1634 in Virginia to provide a more local solution for citizens to access government services, and

**WHEREAS**, since 1991, the National Association of Counties (NACo) continues to encourage counties across the country to elevate awareness of county responsibilities, programs, and services, and

**WHEREAS**, counties continue to fulfill a broad range of responsibilities and deliver services that touch many aspects of the lives of its residents in need, and

**WHEREAS**, St. Lawrence County and counties across the Country take pride in the responsibility to protect and enhance the health, wellbeing, and safety of our residents in efficient and cost-effective ways, and

**WHEREAS**, NACo is highlighting county leadership through the lens ForwardTogether, celebrating the role of county governments in connecting, inspiring and leading as intergovernmental partners, and

**WHEREAS**, that role includes a responsibility to inspire county residents to engage with their communities, and to lead by highlighting the strength of intergovernmental partnerships, and

**WHEREAS**, St. Lawrence County provides opportunities to connect through its interactions with the public in need of services and seeks to inspire those who would like to see a brighter future for the North Country,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators hereby proclaims April 2024 as National County Government Month and the 2024 theme of “ForwardTogether” and the three pillars of connect, inspire, and lead, and

**BE IT FURTHER RESOLVED** that the Board of Legislators encourages all county officials, employees, schools, and residents to participate in activities that support County Government Month.

April 1, 2024

Finance Committee: 3-25-2024

RESOLUTION NO.

**UPDATING THE AUTHORIZED FEES FOR INDIGENT BURIALS  
THROUGH THE DEPARTMENT OF SOCIAL SERVICES**

By Mr. Gennett, Chair, Finance Committee  
Co-Sponsored by Ms. Haggard, District 10

**WHEREAS**, pursuant to Section 141 of the Social Services Law, the Department of Social Services is required to pay the expenses associated with indigent burials, and

**WHEREAS**, over the last five years, St. Lawrence County has provided 129 individuals with these services per year, on average at a cost of that exceeds \$250,000 per year, and

**WHEREAS**, since the last adjustment to the fees for indigent burials, adopted ten (10) years ago in Resolution No. 53-2013 and fifteen (15) years ago in 2009 (Resolution No. 224-2009), costs to provide these services have increased for funeral directors in the County, and

**WHEREAS**, in 2023, the authorized fees for indigent burials were reviewed and as a part of that review, recommendations for updates to the fees were requested from the funeral directors and from the Department of Social Services, and

**WHEREAS**, it has been determined that the fees should be updated and recommendations brought forward to the Board of Legislators for adoption, and

**WHEREAS**, the Funeral Directors' Association supports changes in reimbursement for Indigent Burials and related services while accepting in many situations the fees will not fully cover the cost of the services they provide, and

**WHEREAS**, under the changed reimbursement schedule, St. Lawrence County will continue to pay for Direct Burials and Cremations, without services, and ensure that adequate burials continue for indigent individuals in St. Lawrence County, with increased opportunities for supplementation by non-legally responsible parties,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators accepts the recommendations and authorizes the following updates to the fees (attached) for Indigent Burials through the Department of Social Services be set as follows effective April 1, 2024, and

**BE IT FURTHER RESOLVED** that a review of these fees will be scheduled every five (5) years going forward and if necessary, a recommendation brought forward to the Board of Legislators.

April 1, 2024



## ST. LAWRENCE COUNTY

### Indigent Burial Fees Adopted in Resolution No. xx-2024

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Effective April 1, 2024, the following rates associated with indigent burials will be reimbursed as follows:

- Direct Burial without services at \$2,950 (Increase of \$1,145)
- Direct Cremation without services at \$2,050 (Increase of \$900)
- Stillborn/Infant Direct burial or Direct Cremation at \$900 (Increase of \$300)
- Mileage Reimbursement \$3 per mile per loaded mile (Increase of \$1 per mile)
- Cemetery Grave Opening/Closing \$800 (Increase of \$300)
- Anatomical donation, no crematory fee or mileage \$1,250 (new)
- Crematory Fee to remain at the rate set by the crematory
- Oversized casket and liner at the extra cost of the difference between the standard casket/liner and oversized casket/liner

The items listed below address the practices associated with indigent burials:

- The County will not reimburse for the burial of cremated remains or burial plots.
- The amount for the Direct Burial includes the price of the basic grave liner.
- If an oversized grave liner is required, the County will pay the difference between a basic grave liner and an oversized grave liner with an invoice.
- The price of a Direct Cremation includes the price of a durable urn, not cardboard.
- The County reimburses for a standard Monday through Friday grave opening, exclusively and the amount reimbursed is not to exceed \$800 (Increase of \$300) without prior approval and invoice from the cemetery.
- The maximum that the County will reimburse for winter storage is \$100 (no change) with an invoice from the cemetery.
- All Direct Burials are required to have the minimum of a casket (metal or composite material) and invoice submitted with the bill.
- The County maintains that a stillborn/infant is considered a person from birth to six (6) months old.
- Mileage is calculated from the place of death to the funeral home, then to place of disposition (crematory or cemetery)

April 1, 2024

- Payment for transporting bodies to place of disposition from a funeral home is limited to not to exceed seventy-five (75) miles to the New York State Border.
- Any services performed without prior authorization by St. Lawrence County shall not be reimbursed.
- A working copy of the death certificate will be provided to the Department of Social Services.
- On an annual basis, a General Price List from each of the funeral homes will be provided to the Department of Social Services. The Department of Social Services will only pay an amount equal to the Direct Cremation or Direct Burial price on the current General Price List of requesting funeral home.
- These are minimum requirements, and a funeral home or funeral director may go above and beyond for a family at their own discretion and expense.
- The County maintains that without supplementation, by a non-legally responsible party, when St. Lawrence County is paying for an indigent burial, the grave must be in an available indigent burial ground.
- Services other than a Direct Burial or Cremation would fall under the category of supplementation.
- That supplementation by a non-legally responsible party be allowed for some or all of the following up to a maximum of \$5,000 (Increase of \$2,500) at a rate from the current General Price List:
  - Embalming
  - Dressing
  - Cosmetology/Hair dresser
  - Casketing
  - Register books, prayer cards, memorial candles
  - Calling hours/Graveside services
  - Streaming video
  - Funeral and/or Memorial services
  - Religious Symbol
  - Urn or Keepsake Urn
  - Cremation Jewelry
  - Additional Miles to a Cemetery/Crematory
- Supplementation of the expenditure by the County for an indigent burial cannot be used to upgrade the casket or vault.

April 1, 2024

RESOLUTION NO.

**AUTHORIZING FILLING OF VACANCIES**

By Mr. Lightfoot, District 3; Mr. Perkins, District 7; and Ms. Curran, District 15

**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 sixteen (16) positions in seven (7) departments, and of those reviewed one (1) position was held, six (6) positions were new positions, and six (6) positions will be abolished,

**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:

<b>Department/Unit:</b>	<b>Title:</b>	<b>Position</b>	<b>Type</b>	<b>Duration</b>	<b>Timeline</b>
Community Services	Behavioral Health Counselor/Mental Health	506500010 512400017	FT	Permanent	Immediate
County Administrator's Office/ B&G	Director of Governmental Services*	012600002	FT	Permanent	Immediate
County Attorney	Legal Secretary*	005300018	FT	Permanent	Immediate
County Attorney	Assistant County Attorney	021990001	FT	Permanent	Immediate
Public Health	Administrative Assistant*	005200015	FT	Permanent	60 days
Public Health	Secretary I	005100026	FT	Permanent	Immediate
Public Health	Senior Account Clerk	100200001	FT	Permanent	Immediate
Sheriff's Office / Criminal	Deputy Sheriff	605000028	FT	Permanent	Immediate
Sheriff's Office / Corrections	Correction Officer	603000040	FT	Permanent	Immediate
Sheriff's Office / Corrections	Licensed Practical Nurse*	500900007	FT	Permanent	Immediate
Sheriff's Office / Civil	Deputy Sheriff Sergeant*	60510007	FT	Permanent	Immediate
Social Services /CPS	Caseworker	815200005	FT	Permanent	Immediate
Social Services /CPS	Caseworker	815200023	FT	Contingent	Immediate
Social Services /TA SNAP	Social Welfare Examiner	814000001	FT	Contingent	Immediate
Social Services /TA SNAP	Social Welfare Examiner	814000023	FT	Contingent	Immediate

\*new position

**BE IT FURTHER RESOLVED** that Position No. 005100031, Secretary I, be abolished in the County Attorney's Office; Position No. 003100100, Keyboard Specialist, be abolished in Public Health, Position No. 501000077, Registered Nurse, and Position No. 601100001, Chief Civil Enforcement Officer, be abolished in the Sheriff's Office, and Position No. 303200003, Buildings and Grounds Supervisor, be abolished in the County Administrator's Office upon vacancy, and

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

April 1, 2024

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



April 1, 2024

RESOLUTION NO.

**AUTHORIZING THE CHAIR TO SIGN A SHARED SERVICES AGREEMENT  
WITH THE CITY OF OGDENSBURG THAT AUTHORIZES THE COUNTY  
ATTORNEY TO ACT AS SPECIAL COUNSEL TO THE CITY OF OGDENSBURG**

By Mr. Forsythe, District 2  
Co-Sponsored by Mr. Reagen, District 1

**WHEREAS**, pursuant to County Law §501, the County Attorney “shall be the legal advisor to the board of supervisors and every officer whose compensation is paid from county funds in all matters involving an official act of a civil nature. The county attorney shall prosecute and defend all civil actions and proceedings brought by or against the county, the board of supervisors and any officer whose compensation is paid from county funds for any official act, except as otherwise provided by [County Law §501] or other law”, and

**WHEREAS**, pursuant to Local Law 1 for the year 1956, the County Attorney also acts as the Plan Administrator for the St. Lawrence County Self-Insurance Workers’ Compensation Fund, and

**WHEREAS**, most of the general municipal entities, within the geographic region comprising St. Lawrence County participate in the St. Lawrence County Workers’ Compensation Plan, including the City of Ogdensburg, and

**WHEREAS**, the County Attorney acts as counsel for the Sheriff’s Office with the implementation of General Municipal Law § 207-c Policy, and

**WHEREAS**, General Municipal Law Section 207 provides additional protection for municipal firefighters and police officers, including the sheriff, deputy sheriffs, corrections officers, and other investigators, injured in the performance of their duties and are commonly referred to as Section 207 benefits, and

**WHEREAS**, the additional protection provides for these Municipal employees to receive their full wages, for the time period that they are physically disabled from performing their regular job duties, and

**WHEREAS**, prompted by discussions held between staff of both municipal entities, early in March, the County received a formal request from the City of Ogdensburg for a shared services agreement whereby the County Attorney would render similar aid to the City of Ogdensburg Police Department and Fire Departments regarding the establishment and application of Section 207-c and 207-a policies, and

**WHEREAS**, the application of a Section 207 Policy for the City of Ogdensburg can act to augment the existing County Workers’ Compensation Plan administration, providing a synergistic effect that can benefit the worker, the Plan, and the Employer, and

April 1, 2024

**WHEREAS**, pursuant to County Law § 501(3), “The county attorney shall perform such additional and related duties as may be prescribed by law and directed by the board of (legislators),” and

**WHEREAS**, subsection (4) of section 501 states further, “The board of (legislators) may include in such directions the rendering of advice and service to [other municipal] boards and [municipal] officers when not in conflict with the interests of the county, board of (legislators) or an officer whose compensation is paid from county funds,” and

**WHEREAS**, in order to permit such an arrangement, an agreement identifying the value of such services and the terms of performance will be required,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the County Attorney to act as general counsel to the City of Ogdensburg related to the development and implementation of a General Municipal Law § 207 Policy, and

**BE IT FURTHER RESOLVED** that the Chair is authorized to execute documents necessary to establish a shared services agreement with the City of Ogdensburg for the purpose of assisting in the development of a General Municipal Law §207 Policy, and

**BE IT FURTHER RESOLVED** that the rate established for this shared service will be at the hourly rate that captures the total cost of the time spent by the County Attorney and staff by the hour for each hour worked on this matter.

April 1, 2024

RESOLUTION NO.

**AUTHORIZING THE CHAIR TO SIGN A MEMORANDUM OF AGREEMENT  
WITH FEDERAL EMERGENCY MANAGEMENT AGENCY FOR THE USE  
OF IPAWS OPEN PLATFORM FOR EMERGENCY NETWORKS  
BY THE ST. LAWRENCE COUNTY OFFICE OF  
EMERGENCY SERVICES INTEROPERABLE SYSTEM**

By Ms. Curran, District 15

**WHEREAS**, Resolution No. 32-2024, adopted February 5, 2024, authorized the Chair to sign a contract with RAVE Mobile Safety, an Emergency Alert Notification System recommended as the most cost-effective beneficial program for St. Lawrence County, and

**WHEREAS**, RAVE Mobile Safety localizes access to the Federal Emergency Management Agency (FEMA) Integrated Public Alert and Warning System (IPAWS), FEMA's national system utilized by FEMA for local alerting that provides authenticated emergency and life-saving information to the public through multiple means of communication in the event of a major incident or emergency, and

**WHEREAS**, it is recommended that a memorandum of agreement be signed between St Lawrence County Office of Emergency Services, and Federal Emergency Management Agency's Integrated Public Alert and Warning System, which interoperate with the IPAWS-Open Platform for Emergency Networks (IPAWS-OPEN) for a three year term with an additional 3 year extension,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorize the Chair to sign a memorandum of agreement with the Federal Emergency Management Agency and any additional documentation for the use of IPAWS-OPEN Platform for access to emergency networks, upon approval of the County Attorney.

April 1, 2024

RESOLUTION NO.

**AUTHORIZING THE CHAIR TO SIGN A LEASE AGREEMENT WITH THE  
IRREVOCABLE SPOUSAL TRUST FBO CAROL L. MAGINN FOR STORAGE SPACE  
AT  
15 HARROGATE COMMONS, MASSENA, NEW YORK**

By Mr. Denesha, District 6  
Co-Sponsor by Ms. Terminelli, District 14

**WHEREAS**, renovations are underway at the Public Safety Complex and there is an additional need for space associated with storage until the updated space is ready, and

**WHEREAS**, the current lessor at Harrogate Commons in Massena has unoccupied unfinished space that the County could rent for the duration of the project, and

**WHEREAS**, the County has an intermittent need to access the materials and equipment stored at the location and will require approximately 500 square feet of additional space, and

**WHEREAS**, the relocation of these materials and equipment will allow for the Capital Project to continue without interruption, and

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign a lease agreement with the Irrevocable Spousal Trust FBO Carol L. Maginn for storage space at 15 Harrogate Commons, Massena, New York, upon approval of the County Attorney, and

**BE IT FURTHER RESOLVED** that the term for storage would not exceed the duration of the renovation project and the rate is established at \$7 per square foot.