

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

WILLIAM J. SHERIDAN
Chair, Board of Legislators

FINANCE COMMITTEE AGENDA
KEVIN ACRES, CHAIR
MONDAY, JUNE 27, 2022
*****BOARD ROOM AND LIVE VIA YOUTUBE *****
*****5:30 P.M. *****

****PURSUANT TO THE STATE OF EMERGENCY EXECUTIVE ORDER 11.7, IN EFFECT UNTIL JULY 14, 2022, SUSPENSION OF LAW ALLOWS THE ATTENDANCE OF MEETINGS TELEPHONICALLY OR OTHER SIMILAR SERVICE****

- 1. CALL TO ORDER AND APPROVAL OF AGENDA**
- 2. APPROVAL OF MINUTES – May 23**
- 3. COMPREHENSIVE REVIEW OF CHILD PROTECTIVE SERVICES, PREVENTATIVE SERVICES, AND FOSTER CARE WITHIN CHILDREN'S SERVICES – Tim Ball, Executive Vice President, The Bonadio Group**
- 4. HIGHWAY – DON CHAMBERS**
 - A. Modifying the 2022 Budget for the Department of Highways for McCarthy Road Bridge Over West Branch of the St. Regis River, BIN 3358370 (Res)
 - B. Modifying the 2022 Budget for the Department of Highways for Revenue received from Insurance Recovery for the Buck Road Bridge Claim (Res)
- 5. SOLID WASTE – DON CHAMBERS**
 - A. Solid Waste Credit Card Use (Discussion)
 - B. Recycling Center Concept at the Ogdensburg Transfer Station (Info)
- 6. WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) – PAMELA LEWIS**
 - A. Authorizing the Chair to Sign an Amendment to the Contract with the St. Lawrence County Workforce Development Board to Update the New Executive Director (Res)
 - B. Establishing the Workforce Innovation and Opportunity Act (WIOA) Budget for 2022-2023 (Res)
 - C. Authorizing the Chair to Sign a Memorandum of Understanding between St. Lawrence County and St. Lawrence County One-Stop System Partners and on Behalf of all Applicable Departments (Res)
 - D. 2022 Summer Youth Employment Program Update (Discussion)

- 7. SOIL & WATER CONSERVATION DISTRICT – RAENNE DULANSKI**
 - A. Modifying the 2022 Budget for the Forestry Department for Increase Funds Awarded to the Snowmobile Trail Grant (Res)
 - B. Authorizing the Chair to Sign the 2022-2023 Local Sponsor Signature Form as Part of the Grant Application to the New York State Office of Parks, Recreation, and Historic Preservation (Res)
 - C. Authorizing the Chair to Sign Contracts with Designated Trail Maintenance Entities Associated with the New York State Snowmobile Trail Grant Program (Res)

- 8. PUBLIC HEALTH – JOLENE MUNGER**
 - A. Authorizing the Chair to Sign an Agreement with St. Lawrence Health Initiative for the New York State Public Health Corps (NYSPHC) Fellowship Program (Res)

- 9. VACANCY REVIEW COMMITTEE – RUTH DOYLE**
 - A. Highway
 1. Fill a Motor Equipment Operator, Position No. 310000028
 - B. Real Property
 1. Fill a Real Property Tax Service Aide, Position No. 107000005

- 10. AMERICAN RESCUE PLAN ACT (ARPA) FUNDS – RUTH DOYLE**
 - A. Information and Update (Discussion)

- 11. COUNTY ADMINISTRATOR’S REPORT – RUTH DOYLE**
 - A. Modifying the 2022 Budget for the County Administrator’s Office for Costs Associated with Court-Ordered Treatment Services at New York State Operated Inpatient Mental Hygiene Facilities (Res)
 - B. Adopting Proposed Local Law B (No. __) for the Year 2022, “Setting the Salary for the County Historian” (Res)
 - C. 2022 Reserves Recommendations and Uses for Fund Balance (Info)
 - D. Addressing the Impact of the Cost of Materials on the 2022 Paving Budget, Authorizing an Additional 10 Miles of Paving and Modifying the 2022 Budget for the Department of Highways for Paving Projects (Res)
 - E. Modifying the 2022 Budget for the Department of Highways to Utilize Additional Fund Balance for the Capital Project Construction of Highway Facilities in the Towns of Lisbon, Potsdam, and Russell (Res)

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

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

13. OLD AND NEW BUSINESS

*****Note:** *Please allow a few minutes for the electronic transition to executive session****

14. EXECUTIVE SESSION

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

*****Note:** *Please allow a few minutes for the electronic transition to open session****

15. ADJOURNMENT – If there is no further business.

July 11, 2022

Finance Committee: 6-27-2022

RESOLUTION NO. _____

**MODIFYING THE 2022 BUDGET FOR THE DEPARTMENT OF HIGHWAYS
FOR MCCARTHY ROAD BRIDGE OVER WEST BRANCH OF THE
ST. REGIS RIVER, BIN 3358370**

By Mr. Acres, Chair, Finance Committee

WHEREAS, St. Lawrence County is responsible for maintaining its infrastructure for the safety of the traveling public, and

WHEREAS, the McCarthy Road Bridge over West Branch of St. Regis River in the Town of Stockholm is in need of replacement, and

WHEREAS, this project is not eligible for CHIPs reimbursement due to the cost exceeding the maximum allowable limits for in-house projects,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2022 Budget for the Department of Highways for McCarthy Road Bridge over West Branch of the St. Regis River, BIN 3358370, as follows:

INCREASE APPROPRIATIONS:

HM551104 454BS B31	H B31 Miscellaneous Bridge Sup	\$315,000
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DECREASE APPROPRIATIONS:

HM551124 454BS B1	H B1 Miscellaneous Bridge Sup	\$315,000
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July 11, 2022

Finance Committee: 6-27-2022

RESOLUTION NO. _____

**MODIFYING THE 2022 BUDGET FOR THE DEPARTMENT OF HIGHWAYS
FOR REVENUE RECEIVED FROM INSURANCE RECOVERY FOR
THE BUCK ROAD BRIDGE CLAIM**

By Mr. Acres, Chair, Finance Committee

WHEREAS, a motor vehicle accident occurring on April 25, 2022, resulted in damage to the Buck Road Bridge in the Town of Waddington, and

WHEREAS, the Department of Highways received an insurance recovery check in the amount of \$30,296.60 for the loss, and

WHEREAS, the Department incurred additional costs to repair the bridge,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2022 Budget for the Department of Highways for revenue received from insurance recovery for the Buck Road Bridge claim, as follows:

INCREASE REVENUE:

HM026805 55000	H LR MR Insurance Recoveries	\$30,297
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INCREASE APPROPRIATIONS:

HM551104 454BS	H MB Miscellaneous Bridge Supplies	\$30,297
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July 11, 2022

Finance Committee: 6-27-2022

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN AN AMENDMENT TO THE CONTRACT WITH THE ST. LAWRENCE COUNTY WORKFORCE DEVELOPMENT BOARD TO UPDATE THE NEW EXECUTIVE DIRECTOR

By Mr. Acres, Chair, Finance Committee

WHEREAS, the Board of Legislators would like to continue to participate in the workforce training programs implemented through the 2014 Workforce Innovation and Opportunity Act, and

WHEREAS, Resolution No. 133-2015 approved the Workforce Investment Operations Agreement and participation has been structured through the Agreement between St. Lawrence County and the St. Lawrence County Workforce Development Board (“WDB”), and

WHEREAS, Resolution No. 268-2019 authorized the Chair to sign an amendment to the contract with the St. Lawrence County Workforce Development Board, agreeing that Barb Lashua will contract with the WDB to serve as its Executive Director, and

WHEREAS, under Section IV, D Staffing, of the Agreement, it was agreed that “Barbara Lashua will act as administrative/managerial staff to the WDB for the period from July 1, 2019 until the contract between the two organizations expires....”, and

WHEREAS, the agreement between Barbara Lashua and the WDB expires on June 30, 2022, and Ms. Lashua will not be renewing her contract therefore the WDB has conducted a procurement procedure to select a replacement contractor for Executive Director of the WDB, and

WHEREAS, at its June 8, 2022 meeting the WDB unanimously approved a contract with Pamela Lewis to serve as the Executive Director, and provide other necessary administrative/managerial services,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign an amendment to the contract with the St. Lawrence County Workforce Development Board, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the amendment will state: “The CEO and the WDB agree that Ms. Pamela Lewis will contract with the WDB to serve as its Executive Director and act as the administrative/managerial staff for the WDB beginning on July 1, 2022 and extending until the contract between the WDB and Ms. Lewis is terminated or expires (as long as three years starting from July 1, 2022), and the WDB has executed or expects to contract with Ms. Lewis who will provide contract administrative/managerial services beginning on July 1, 2022 in substantially the form outlined in the attached Agreement.”

July 11, 2022

Finance Committee: 6-27-2022

RESOLUTION NO. _____

**ESTABLISHING THE WORKFORCE INNOVATION
AND OPPORTUNITY ACT (WIOA) BUDGET FOR 2022-2023**

By Mr. Acres, Chair, Finance Committee

WHEREAS, St. Lawrence County is the designated Grant Recipient for Workforce Innovation and Opportunity Act (WIOA) funds and establishes budgets in accordance with obligations received, and

WHEREAS, St. Lawrence County has been provided with funding levels by New York State for WIOA formula funds and TANF funds, and

WHEREAS, total funds anticipated for Program Year 2022 (July 1, 2022 to June 30, 2023) are \$1,547,194 on an increase of \$129,280, and

WHEREAS, the St. Lawrence County Workforce Development Board approved the budget at a meeting held on June 8, 2022,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to establish the Workforce Innovation and Opportunity Act (WIOA) Budget for 2022-2023, as follows:

	<u>2021</u>	<u>2022</u>
Admin	\$ 100,276	\$ 112,492
Title I Adult	\$ 313,718	\$ 349,123
Youth	\$ 356,637	\$ 400,192
Dislocated Workers	\$ 232,127	\$ 263,117
TAA Rapid Response Training	\$ 49,000	\$ 49,000
TANF	<u>\$ 366,156</u>	<u>\$ 373,270</u>
Total Appropriation	\$1,417,914	\$1,547,194
Total Revenue	\$1,417,914	\$1,547,194

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

**Administrative Pool
July 1, 2022 - June 30, 2023**

PY 22 Budget

UG262901	12000	Supervisory/ Admin	\$	28,074
UG262901	14000	Clerical	\$	20,927
UG262901	19000	Temperary Workers		
UG262901	19501	Longevity Pay	\$	720
UG262901	19502	Vacation Payout		
UG262901	19510	Vacation Buyback	\$	-
		<i>Personnel</i>	\$	49,721
UG262904	40700	Rent-Building & Property	\$	5,018
UG262904	41100	Professional Education	\$	389
UG262904	41400	Liability & Other Insurance	\$	109
UG262904	41901	Central Printing	\$	203
UG262904	42000	Office Supplies & Expense	\$	1,524
UG262904	42002	Copying Expense	\$	162
UG262904	42300	Telephone	\$	338
UG262904	42400	Postage	\$	272
UG262904	42600	Books & Periodicals	\$	78
UG262904	42700	Memberships & Dues	\$	507
UG262904	43005	Advertising	\$	544
UG262904	430WI	WIB Expenditures	\$	11,119
UG262904	44300	Mileage Reimbursement	\$	155
UG262904	44500	Other Travel Reimbursement	\$	155
UG262904	47800	DP Charges	\$	5,568
UG262904	49900	Miscellaneous Expense	\$	155
		<i>Contractual Expense</i>	\$	26,296
UG262908	81000	Retirement	\$	5,962
UG262908	83000	Social Security	\$	3,804
UG262908	84000	Workmens Compensation	\$	1,302
UG262908	84500	Group Life Insurance	\$	89
UG262908	86000	Hospital & Medical Insurance	\$	24,493
UG262908	86500	Dental Insurance	\$	600
UG262908	89000	Vision	\$	225
	.8	<i>Employee Benefits</i>	\$	36,475
		Total Core & Intensive Services	\$	112,492
		Total Administrative	\$	112,492
UG247905	57000	Total Revenue	\$	112,492

**Title I - Adult
July 1, 2022 - June 30, 2023**

PY 22 Budget

UA262911	11000	Dir. Services Worker	\$	54,735
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UA262911	12000	Supervisory/ Administration	\$	20,354
UA262911	14000	Clerical	\$	14,963
UA262911	19501	Longevity Pay	\$	440
UA262911	19502	Vacation Payout	\$	7,817
UA262911	19510	Vacation Buyback	\$	-
UA262911	19550	Health Insurance Buyout	\$	404
	.1	<i>Personnel</i>	\$	98,713
UA262914	40700	Rent-Building & Property	\$	10,269
UA262914	41100	Professional Education	\$	795
UA262914	41400	Liability & Other Insurance	\$	224
UA262914	41901	Central Printing	\$	415
UA262914	42000	Office Supplies & Expense	\$	1,278
UA262914	42002	Copying Expense	\$	331
UA262914	42300	Telephone	\$	691
UA262914	42400	Postage	\$	557
UA262914	42600	Books & Periodicals	\$	159
UA262914	42700	Memberships & Dues	\$	1,037
UA262914	43005	Advertising	\$	1,111
UA262914	430OP	One-Stop Operator	\$	2,219
UA262914	430WI	WIB Expenditures	\$	22,754
UA262914	44300	Mileage Reimbursement	\$	318
UA262914	44500	Other Travel Reimbursement	\$	318
UA262914	47800	DP Charges	\$	11,394
UA162914	49900	Miscellaneous Expenses	\$	318
	.4	<i>Contractual Expenses</i>	\$	54,188
UA262918	81000	Retirement	\$	12,039
UA262918	83000	Social Security	\$	7,552
UA262918	84000	Workmens Compensation	\$	2,590
UA262918	84500	Group Life Insurance	\$	182
UA262918	86000	Hospital & Medical Insurance	\$	27,438
UA262918	86500	Dental Insurance	\$	1,228
UA262918	89000	Vision	\$	440
	.8	<i>Employee Benefits</i>	\$	51,469
		Total Core & Intensive Services	\$	204,370
Training Services				
UA262924	461LI	Liability Insurance	\$	518
UA262924	461OJ	OJT Employer Reimbursement	\$	46,033
UA262924	461PM	Participant Travel Adult	\$	735
UA262924	461TU	Tuition/Books/Fees	\$	97,467
	.461	<i>Training</i>	\$	144,753
		Total Training Services	\$	144,753
		Total Title I Adult Appropriations	\$	349,123
UA247905	57000	Total Title I Adult Revenue	\$	349,123

Youth
July 1, 2022 - June 30, 2023

			PY 22 Budget
UC262911	11000	Dir. Services Worker	\$ 44,589
UC262911	12000	Supervisory/ Administration	\$ 25,618
UC262911	14000	Clerical	\$ 15,421
UC262911	19501	Longevity Pay	\$ 543
UC262911	19502	Vacation Payout	\$ 3,909
UC262911	19510	Vacation Buyback	\$ -
UC262911	19550	Health Insurance Buyout	\$ 565
	.1	<i>Personnel</i>	\$ 90,645
UC262914	40700	Rent-Building & Property	\$ 9,614
UC262914	41100	Professional Education	\$ 744
UC262914	41400	Liability & Other Insurance	\$ 210
UC262914	41901	Central Printing	\$ 388
UC262914	42000	Office Supplies & Expense	\$ 1,197
UC262914	42002	Copying Expense	\$ 310
UC262914	42300	Telephone	\$ 647
UC262914	42400	Postage	\$ 521
UC262914	42600	Books & Periodicals	\$ 149
UC262914	42700	Memberships & Dues	\$ 971
UC262914	43005	Advertising Fees	\$ 1,042
UC262914	430WI	WIB Expenses	\$ 21,303
UC262914	430OP	One-Stop Operator	\$ 2,097
UC262914	44300	Mileage Reimbursement	\$ 298
UC262914	44500	Other Travel Reimbursement	\$ 298
UC262914	47800	DP Charges	\$ 10,667
UC162914	49900	Miscellaneous Expenses	\$ 298
	.4	<i>Contractual Expenses</i>	\$ 50,754
UC262918	81000	Retirement	\$ 10,986
UC262918	83000	Social Security	\$ 6,935
UC262918	84000	Workmens Compensation	\$ 2,377
UC262918	84500	Group Life Insurance	\$ 171
UC262918	86000	Hospital & Medical Insurance	\$ 25,644
UC262918	86500	Dental Insurance	\$ 1,150
UC262918	89000	Vision	\$ 408
	.8	<i>Employee Benefits</i>	\$ 47,671
Total Core & Intensive Services			\$ 189,070
Training Services			
UC262924	461LI		\$ 506
UC262924	461SC	OOS	\$ 68,498
UC262924	461SC	IS	\$ -
UC262924	461TU	OOS	\$ 6,336

UC262924	461TU	IS	Tuition In School		
UC262924	461HP	OOS	Participant Medicals Out School	\$	400
UC262924	461HP	IS	Participant Medicals In School	\$	100
UC262924	461PM	OOS	Participant Mileage Out School	\$	750
UC262924	461PM	IS	Participant Mileage In School	\$	250
UC262924	461PU	OOS	Participant Uniforms Out School	\$	1,350
UC262924	461PU	IS	Participant Uniforms In School	\$	450
UC262924	461IN	OOS	Incentive Payments Out School	\$	5,250
UC262924	461IN	IS	Incentive Payments In School	\$	1,750
UC262924	461OJ	OOS	On The Job Training Out School	\$	30,890
UC262924	461PW	IS	Participant Wage In School	\$	20,909
UC262924	461PW	OOS	Participant Wage Out School	\$	62,726
UC262924	81000	IS	Participant Fringe Retirement	\$	500
UC262924	81000	OOS	Participant Fringe Retirement	\$	1,500
UC262924	83000	IS	Participant Fringe Social Security	\$	1,600
UC262924	83000	OOS	Participant Fringe Social Security	\$	4,799
UC262924	84000	IS	Participant Fringe Workers Comp	\$	640
UC262924	84000	OOS	Participant Fringe Workers Comp	\$	1,918
	.461		Training	\$	211,122
			Total Youth Appropriations	\$	400,192
UC247905	57000		Total Youth Revenue	\$	400,192

Dislocated Worker
July 1, 2022 - June 30, 2023

PY 22 Budget

UE262911	11000		Dir. Services Worker	\$	32,086
UE262911	12000		Supervisory/ Administration	\$	19,828
UE262911	14000		Clerical	\$	13,587
UE262911	19501		Longevity Pay	\$	427
UE262911	19502		Vacation Payout	\$	3,909
UE262911	19510		Vacation Buyback	\$	-
UE262911	19550		Health Insurance Buyout	\$	404
	.1		<i>Personnel</i>	\$	70,241
UE262914	40700		Rent-Building & Property	\$	7,389
UE262914	41100		Professional Education	\$	572
UE262914	41400		Liability & Other Insurance	\$	161
UE262914	41901		Central Printing	\$	298
UE262914	42000		Office Supplies & Expense	\$	920
UE262914	42002		Copying Expense	\$	238
UE262914	42300		Telephone	\$	497
UE262914	42400		Postage	\$	400
UE262914	42600		Books & Periodicals	\$	114
UE262914	43005		Advertising	\$	801
UE262914	430WI		WIB Expenditures	\$	16,372
UE262914	430OP		One Stop Operator	\$	1,684
UE262914	42700		Memberships & Dues	\$	746

UE262914	44300	Mileage Reimbursement	\$	229
UE262914	44500	Other Travel Reimbursement	\$	229
UE262914	47800	DP Charges	\$	8,198
UE262914	49900	Miscellaneous Expenses	\$	229
	.4	<i>Contractual Expenses</i>	\$	39,077

UE262918	81000	Retirement	\$	8,538
UE262918	83000	Social Security	\$	5,374
UE262918	84000	Workmens Compensation	\$	1,843
UE262918	84500	Group Life Insurance	\$	131
UE262918	86000	Hospital & Medical Insurance	\$	20,570
UE262918	86500	Dental Insurance	\$	884
UE262918	89000	Vision	\$	315
	.8	<i>Employee Benefits</i>	\$	37,655

Total Core & Intensive Services \$ 146,973

Training Services

UE262924	461DC	Day Care	\$	-
UE262924	461HP	Participant Physicals	\$	-
UE262924	461LI	Liability Insurance	\$	361
UE262924	461PM	Participant Travel Dislocated	\$	342
UE262924	461FE	Fees For Services		
UE262924	461OJ	OJT Employer Reimbursement	\$	37,453
UE262924	461TU	Tuition/Books/Fees	\$	77,988
	.461	<i>Sub-Contracts</i>	\$	116,144

Total Training Services \$ 116,144

Total Title I Dislocated Appropriations \$ 263,117

UE247905 57000 **Total Title I Dislocated Revenue** \$ 263,117

One Stop Career Center Costs

July 1, 2022 - June 30, 2023

PY 22 Budget

UD262911	11000	Dir. Services Worker	\$	-
UD262911	12000	Supervisory/ Administration	\$	5,264
UD262911	14000	Clerical	\$	5,090
UD262911	19501	Longevity Pay	\$	180
		<i>Personnel</i>	\$	10,534
UD262914	40700	Rent-Building & Property	\$	77,077
UD262914	41901	Central Printing		
UD262914	41902	Commercial Printing		
UD262914	42000	Supplies		
UD262914	42001	Admin Computer Supplies		
UD262914	41901	Central Printing		
UD262914	42002	Copying Expense	\$	300

UD262914	42300		Telephone	\$	700
UD262914	42600		Books & Periodicals		
UD262914	430WI		WIB Expenditures		
UD262914	43005		Advertising		
UD262914	47802		D.P. Charges		
			<u>Contractual Expense</u>	\$	78,077
UD262918	81000		Retirement	\$	1,237
UD262918	83000		Social Security	\$	792
UD262918	84000		Workers Compensation	\$	271
UD262918	84500		Group Life Insurance	\$	19
UD262918	86000		Hospital & Medical Insurance	\$	5,325
UD262918	86500		Dental Insurance	\$	131
UD262918	89000		Vision	\$	48
	0.8		<i>Employee Benefits</i>	\$	7,823
			Total Appropriations	\$	96,434
			Total Revenue		

**TAA Rapid Response Training
October 1, 2022 - September 30, 2023**

PY 22 Budget

UT262924	461OA	FY22	Job Search	\$	2,500
UT262924	461OJ	FY22	OJT Employer Reimbursement	\$	12,000
UT262924	461PM	FY22	Mileage Reimbursement	\$	2,000
UT262924	461TU	FY22	Tuition/Books/Fees	\$	30,000
UT262924	461RE	FY22	Relocation	\$	2,500
			<i>Training</i>	\$	49,000
			Total Appropriations	\$	49,000
UT247905	57000	FY22	Total Revenue	\$	49,000

**TANF Program
May 1, 2022 - September 30, 2022**

PY 22 Budget

UY262911	11000		Dir. Services Worker	\$	19,582
UY262911	12000		Supervisory/Admin	\$	7,896
UY262911	14000		Clerical	\$	4,585
UY262911	19000		Temporary		
UY262911	19501		Longevity Pay	\$	215
UY262911	19502		Vacation Payout	\$	-
UY262911	19510		Vacation Buyback		
UY262911	19550		Health Insurance Buyout	\$	242
	.1		<i>Personnel</i>	\$	32,520

UY262914	40700	Rent	\$	4,452
UY262914	41100	Educational Workshops/Training Supplies		
UY262914	41400	Liability & Other Insurance	\$	87
UY262914	41901	Central Printing	\$	196
UY262914	42000	Office Supplies & Expense	\$	179
UY262914	42001	Computer Supplies		
UY262914	42002	Copying Expense	\$	111
UY262914	42300	Telephone	\$	225
UY262914	42400	Postage	\$	361
UY262914	42600	Books & Periodicals		
UY262914	42700	Membership Dues	\$	338
UY262914	43005	Advertising Fees & Expense	\$	1,500
UY262914	430FE	Fee for Service	\$	20,441
UY262914	430WI	WIB Expenditures	\$	6,795
UY262914	430OP	One Stop Operator	\$	-
UY262914	44300	Mileage Reimbursement	\$	2,500
UY262914	44500	Other Travel Reimbursement	\$	-
UY262914	47800	DP Charges	\$	5,915
UY262914	49900	Miscellaneous Expense	\$	1,000
	.4	<i>Contractual Expense</i>	\$	44,100
UY262918	81000	Retirement	\$	3,925
UY262918	83000	Social Security	\$	2,500
UY262918	84000	Workmens Compensation	\$	857
UY262918	84500	Group Life Insurance	\$	65
UY262918	86000	Hospital & Medical Insurance	\$	8,673
UY262918	86500	Dental Insurance	\$	435
UY262918	89000	Vision	\$	156
	.8	<i>Employee Benefits</i>	\$	16,611
UY262924	461FE	Fee for Service	\$	1,451
UY262924	461SC	Sub Contracts	\$	8,400
UY262924	461HP	Participant Medicals	\$	1,000
UY262928	81000	Participant Retirement	\$	2,000
UY262928	83000	Participant FICA	\$	10,088
UY262928	84000	Participant W/C	\$	3,429
UY262924	461IN	Participant Incentives	\$	28,800
UY262924	461PW	Participant Wage	\$	171,069
		<i>Participant Payments</i>	\$	226,237
		Total Appropriations	\$	319,468
UY247905	57000	Total Revenue	\$	319,468

**TANF Administrative
May 1, 2022 - September 30, 2022**

PY 22 Budget

UY262901	11000	Dir. Services Worker		
UY262901	12000	Supervisory/Admin	\$	8,773

UY262901	14000	Clerical	\$	7,353
UY262901	19000	Temporary		
UY262901	19501	Longevity Pay	\$	164
UY262901	19502	Vacation Payout		
UY262901	19510	Vacation Buyback		
	.1	<i>Personnel</i>	\$	16,290
UY262904	40700	Rent	\$	1,548
UY262904	41100	Educational Workshops/Training Supplies		
UY262904	41400	Liability & Other Insurance	\$	33
UY262904	41901	Central Printing	\$	-
UY262904	42000	Office Supplies & Expense	\$	121
UY262904	42001	Computer Supplies		
UY262904	42002	Copying Expense	\$	49
UY262904	42300	Telephone	\$	101
UY262904	42400	Postage	\$	89
UY262904	42700	Memberships & Dues	\$	151
UY262904	43005	Advertising Fees & Expense		
UY262904	430FE	Fee for Service	\$	20,831
UY262904	430WI	WIB Expenditures	\$	1,200
UY262904	44300	Mileage Reimbursement		
UY262904	44500	Other Travel Reimbursement		
UY262904	47800	DP Charges	\$	1,338
UY262904	49900	Miscellaneous Expense	\$	-
	.4	<i>Contractual Expense</i>	\$	25,461
UY262908	81000	Retirement	\$	1,927
UY262908	83000	Social Security	\$	1,234
UY262908	84000	Workmens Compensation	\$	422
UY262908	84500	Group Life Insurance	\$	30
UY262908	86000	Hospital & Medical Insurance	\$	8,164
UY262908	86500	Dental Insurance	\$	200
UY262908	89000	Vision	\$	74
	.8	<i>Employee Benefits</i>	\$	12,051
		Total Appropriations	\$	53,802
UY247905	57000	Total Revenue	\$	53,802

July 11, 2022

Finance Committee: 6-27-2022

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN A MEMORANDUM OF UNDERSTANDING BETWEEN ST. LAWRENCE COUNTY AND ST. LAWRENCE COUNTY ONE-STOP SYSTEM PARTNERS AND ON BEHALF OF ALL APPLICABLE DEPARTMENTS

By Mr. Acres, Chair, Finance Committee

WHEREAS, Section 121 (a)(1) of the Workforce Innovation and Opportunity Act of 2014, states that “the local board, with the agreement of the chief elected official, shall develop and enter into a memorandum of understanding (between the local board and the one-stop partners), ... concerning the operation of the one-stop delivery system in the local area,” and

WHEREAS, on December 1, 2020, New York State Department of Labor issued a guidance document titled “New York State Local Workforce Development Area Memorandum of Understanding -- Guidance and Template,” and

WHEREAS, since that time the St. Lawrence County Workforce Development Board Executive Director and One-Stop Career Center Staff have worked with the appropriate partnering agencies to gather the required information and documentation to complete the MOU template, and

WHEREAS, the draft document has been reviewed by New York State Department of Labor (NYS DOL) and has received approval to move forward with obtaining the signatures necessary to submit the completed document to the NYS DOL, and to avoid the necessity for changes and resigning of the MOU during the course of the transition to a new WDB Executive Director who begins July 1, 2022, and

WHEREAS, at its June 8, 2022 meeting, the St. Lawrence County Workforce Development Board passed a resolution authorizing the new Executive Director to execute the MOU agreement on July 1, 2022,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a Memorandum of Understanding between St. Lawrence County and the St. Lawrence County One-Stop System Partners on behalf of all applicable departments, upon approval of the County Attorney.

July 11, 2022

Finance Committee: 6-27-2022

RESOLUTION NO. _____

**MODIFYING THE 2022 BUDGET FOR THE FORESTRY DEPARTMENT FOR
INCREASE FUNDS AWARDED TO THE SNOWMOBILE TRAIL GRANT**

By Mr. Acres, Chair, Finance Committee

WHEREAS, the New York State Office of Parks & Recreation has awarded \$25,732 more to the St. Lawrence County Snowmobile Grant and Aid Program of which \$170,000 was budgeted in the 2022 Budget for the fiscal year April 1, 2021 to March 31, 2022 for a total of \$195,732,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2022 Budget for the Forestry Department for increase funds awarded to the Snowmobile Trails Grant, as follows:

INCREASE REVENUE:

BF038895 56000	B Forestry Snowmobile Grant	\$25,732
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INCREASE APPROPRIATIONS:

BF087104 46000 SNOW	B Snow Other Fees & Services	\$25,732
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July 11, 2022

Finance Committee: 6-27-2022

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN THE 2022-2023 LOCAL SPONSOR SIGNATURE FORM AS PART OF THE GRANT APPLICATION TO THE NEW YORK STATE OFFICE OF PARKS, RECREATION, AND HISTORIC PRESERVATION

By Mr. Acres, Chair, Finance Committee

WHEREAS, St. Lawrence County has served as the local sponsor of the New York State Snowmobile Trails Grant-In-Aid Program since 1988, and

WHEREAS, the 2021–2022 Award of \$195,732 from snowmobile registrations was remitted to St. Lawrence County (BF038895 56000) to be used for snowmobile trail development and maintenance, and

WHEREAS, the St. Lawrence County Snowmobile Association and North Country Trail Maintenance Alliance are committed to continuing the maintenance of the 562 miles of trails within the County,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign the 2022–2023 Local Sponsor Signature Form as part of the grant application to the New York State Office of Parks, Recreation and Historic Preservation, upon approval of the County Attorney.

July 11, 2022

Finance Committee: 6-27-2022

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN CONTRACTS WITH DESIGNATED TRAIL
MAINTENANCE ENTITIES ASSOCIATED WITH THE NEW YORK STATE
SNOWMOBILE TRAIL GRANT PROGRAM**

By Mr. Acres, Chair, Finance Committee

WHEREAS, the New York State Snowmobile Trail Grant Program (hereinafter “Program”) was created, based on Article 27 of the NY Parks, Recreation, and Historic Preservation Law, and

WHEREAS, this program establishes a mechanism for allocating funds to local governmental sponsors engaged in the development and maintenance of snowmobile trails, designated as part of the New York State Snowmobile Trail System, and

WHEREAS, the County is a designated recipient of funds under the Program and is designated as a “local sponsor” for receipt of a New York State Snowmobile Grant funds, and

WHEREAS, the Program establishes a mechanism for allocating funds to local governmental sponsors that engage in the development and maintenance of snowmobile trails designated as part of the State Snowmobile Trail System, and

WHEREAS, the St. Lawrence County Soil and Water Conservation District Manager acts as the Authorized Project Administrator (Administrator) to oversee the operations and deliverables on behalf of the County, and

WHEREAS, several snowmobile associations assist the County in maintaining the trail system and may be designated as Trail Maintenance Entities (hereinafter referred to as the “TME”) on behalf of the County, and

WHEREAS, in order to establish the parameters of performance and create a clear understanding of the parties obligations, a contract between the County and each designated TME is appropriate,

NOW, THEREFORE, BE IT RESOLVED the Board of Legislators authorizes the Chair to sign contracts with designated Trail Maintenance Entities associated with the New York State Snowmobile Trail Grant Program, upon the approval of the County Attorney.

July 11, 2022

Finance Committee: 6-27-2022

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH
ST. LAWRENCE HEALTH INITIATIVE FOR THE NEW YORK STATE PUBLIC
HEALTH CORPS (NYSPHC) FELLOWSHIP PROGRAM**

By Mr. Acres, Chair, Finance Committee

WHEREAS, Health Research Inc./New York State Department of Health (HRI/NYSDOH), through a Center for Disease Control and Prevention (CDC) sponsored cooperative agreement for Epidemiology and Laboratory Capacity for Infectious Diseases (ELC) has awarded funding to local health departments (LHDs) for the New York State Public Health Corps (NYSPHC) Fellowship Program, and

WHEREAS, the NYSDOH will work with local health departments (LHDs) and community partners to recruit and deploy NYSPHC fellows across the state (excluding New York City), who will commit to a full-time, paid position and a one-year term, and

WHEREAS, this program will help build public health capacity to support COVID-19 response operations and increase preparedness for future public health emergencies, and provide support for coordination and maintenance of the program, and

WHEREAS, this grant has an end date of July 31, 2023, and Public Health will place two (2) fellows with the St. Lawrence Health Initiative, and

WHEREAS, Public Health will provide the program oversight, technology equipment, and supplies needed from grant funding,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with St. Lawrence Health Initiative for the New York State Public Health Corps (NYSPHC) Fellowship Program, upon approval of the County Attorney.

St. Lawrence County Vacancy Authorization Form

Highway



Type: Fill

Motor Equipment Operator

Subunit (If Applicable):

Date Submitted: 5/23/2022

Reason Vacated: Resignation

Position Number: 310000028

Date Vacated: 5/26/2022

Position # Abolished:

Position Will Be: Fulltime

Last Fill Date: 7/25/2020

Hours Per Week: 40

Appointee Will Be: Permanent

Budget

Fill Request Timeline: Immediately

Temporary Position? No

Salary of Person Leaving: \$40,966

Revenue Generating: No 0 %

Benefits: Yes (56.08%) \$22,974

Reimbursed by State or Federal Funds: No 0 %

Base Salary: \$38,896

Budget Mod Attached, If Required?

Grade: 18

Net County Cost: \$63,940

Detailed Justification

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

The Motor Equipment Operator (MEO) position, which requires a CDL, is needed for the operation of snow plow trucks and equipment. This position is also needed for road construction and maintenance. Due to the reduction in staff and the need to mechanize operations, MEO positions reflect actual Department of Highways operations. The MEO position's duties also include, but are not limited to, tree cutting, road patrolling, culvert/bridge repairs and painting. This position is also needed to maintain crew size for safety.

Department Head: *Dwight R. Cheator*

Approved?

Yes No

County Administrator:

Resolution #:

St. Lawrence County Vacancy Authorization Form

Real Property



Type: Fill

Real Property Tax Service Aide

Subunit (If Applicable):

Date Submitted: 5/31/2022

Reason Vacated: Resignation

Position Number: 107000005

Date Vacated: 6/10/2022

Position # Abolished: N/A

Position Will Be: Fulltime

Last Fill Date: 11/3/2020

Hours Per Week: 35

Appointee Will Be: Permanent

Budget

Fill Request Timeline: 60 Days

Temporary Position? No

Salary of Person Leaving: \$39,573

Revenue Generating: No 0 %

Benefits: Yes (56.08%) \$22,193

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

Base Salary: \$38,896

Budget Mod Attached, If Required?

Grade: 18

Net County Cost: \$61,766

Detailed Justification

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

This office has 3 Real Property Tax Service Aides and 1 will resign on June 10th. We will attempt to replace this position from the currently Certified Civil Service List. Otherwise we will need to advertise for this position, since 3 is the minimum number of Aides we need for our office.

Aides work closely with each Assessor to key information on the V-4 property program and the Map File Program. The information being processed from deeds are sales and property ownership information. Other items include data changes, valuations and exemptions. They cover the phone and answer property owner questions. The 32 towns and 1 city are divided up between each Aide. Our office originally had 4 Aides but reduced to 3 about 7 years ago due to retirement.

The position needs to be filled in order to maintain current assessment roll processing functions and answering property owner questions.

Department Head:

Bruce Green

Approved?

Yes No

County Administrator:

Resolution #:

July 11, 2022

Finance Committee: 6-27-2022

RESOLUTION NO. _____

MODIFYING THE 2022 BUDGET FOR THE COUNTY ADMINISTRATOR'S OFFICE FOR COSTS ASSOCIATED WITH COURT-ORDERED TREATMENT SERVICES AT NEW YORK STATE OPERATED INPATIENT MENTAL HYGIENE FACILITIES

By Mr. Acres, Chair, Finance Committee

WHEREAS, New York Mental Hygiene Law, Section 43.03 (c) mandates a county cost for persons receiving services, pursuant to a court order, at a state-operated inpatient facility for indefinite/extended periods of time, and

WHEREAS, counties are mandated to incur the cost of court ordered charge backs which are haphazard, disproportionate, and cannot be accurately budgeted, forecasted or planned for, and

WHEREAS, in 2020 an administrative change was made by New York State to the payment structure for these costs which shifted a former shared expense between the State and the County to a one-hundred percent (100%) county cost, and

WHEREAS, since the change (2020-2021), St. Lawrence County has spent \$2,205,785 on the care and treatment of individuals being held pursuant to order of a criminal court, and

WHEREAS, invoices for 2022 through April have totaled approximately \$854,979, with the anticipation of receiving bills each month after that through December 2022,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2022 Budget for the County Administrator's Office for costs associated with court-ordered treatment services at New York State operated inpatient mental hygiene facilities, as follows:

DECREASE APPROPRIATIONS:

B1019904 49700	B SPEC Contingency Account	\$1,500,000
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INCREASE APPROPRIATIONS:

BL010104 43007	B Other Fees & Services	\$1,500,000
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July 11, 2022

Finance Committee: 6-27-2022

RESOLUTION NO. _____

**ADOPTING LOCAL LAW B (NO. __) FOR THE YEAR 2022,
“SETTING THE SALARY FOR THE COUNTY HISTORIAN”**

By Mr. Acres, Chair, Finance Committee

WHEREAS, in 2020, St. Lawrence County separated the function of Historian from the responsibilities previously attached to the archives management with the St. Lawrence County Historical Association, and

WHEREAS, Resolution No. 226-2020 appointed an Interim Historian for St. Lawrence County and Resolution No. 187-2021 appointed the current Historian and the term will be fixed to coincide with the term of the Board of Legislators, and

WHEREAS, the Position of the Historian is a statutory title governed by NYS County Law 400 and the salary for the Position must be fixed and/or changed by local law, and

WHEREAS, a Public Hearing is scheduled for Monday, July 11, 2022 at 5:50 p.m. for the purpose of consideration by the Board of Legislators on adopting the local law,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators adopts the following local law,

**ADOPTING LOCAL LAW B (NO. __) FOR THE YEAR 2022,
“SETTING THE SALARY FOR THE COUNTY HISTORIAN”**

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

Section 1. The annual salary for the County Historian shall be set at \$10,000.

Section 2. The full amount of the salary shall be paid during the year 2022 in monthly payments.

Section 3. This local law shall take effect by adoption of this resolution by the Board of Legislators and upon filing with the Department of State.

July 11, 2022

Finance Committee: 6-27-2022

RESOLUTION NO. _____

ADDRESSING THE IMPACT OF THE COST OF MATERIALS ON THE 2022 PAVING BUDGET, AUTHORIZING AN ADDITIONAL 10 MILES OF PAVING, AND MODIFYING THE 2022 BUDGET FOR THE DEPARTMENT OF HIGHWAYS FOR PAVING PROJECTS

By Mr. Acres, Chair, Finance Committee

WHEREAS, St. Lawrence County is required to maintain 573 miles of road in the County and maintaining its infrastructure for the safety of the traveling public, and

WHEREAS, upon review of the 2021 unaudited results, the Board of Legislators would like to expand the 2022 paving schedule, and

WHEREAS, the 2021 Budget approved 34.65 miles of road, and cost increases have become prohibitive, but the additional funding will restore the ability of the Department to accomplish the intended number of miles in the 2022 Budget and provide for an additional ten (10) miles of road,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2022 Budget for the Department of Highways for 2022 paving projects, as follows:

DECREASE UNAPPROPRIATED FUND BALANCE:

01TG0911 50300	Fund Balance, Unreserved Unappropriated	\$1,800,000
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INCREASE APPROPRIATED FUND BALANCE:

01TG0910 50300	Fund Balance, Unreserved Appropriated	\$1,800,000
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INCREASE APPROPRIATIONS:

T6199019 90300	T IFT GF Transfer to CR	\$1,800,000
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INCREASE REVENUE:

T6350319 90100	T IFT CR Transfer from GF	\$1,800,000
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INCREASE APPROPRIATIONS:

HM151104 454PM H1	H H1 Paving Materials	\$1,800,000
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July 11, 2022

Finance Committee: 6-27-2022

RESOLUTION NO. _____

**MODIFYING THE 2022 BUDGET FOR THE DEPARTMENT OF HIGHWAYS
TO UTILIZE ADDITIONAL FUND BALANCE FOR THE CAPITAL PROJECT
CONSTRUCTION OF HIGHWAY FACILITIES IN
THE TOWNS OF LISBON, POTSDAM, AND RUSSELL**

By Mr. Acres, Chair, Finance Committee

WHEREAS, in 2021, St. Lawrence County commenced a capital project for the Highway Department that provided for the construction of three (3) facilities located in the Towns of Lisbon, Potsdam, and Russell which are underway and include both equipment storage and salt/sand storage, and

WHEREAS, at the onset of the Project, the County appropriated fund balance from the Highway Road and Road Machinery Funds for one third of the total cost of the Capital Project, and

WHEREAS, following a review of the 2021 unaudited results last month, there is an interest in utilizing an additional portion of general fund, fund balance to support the funding of the capital project in the amount of \$3 million,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2022 Budget for the Department of Highways to utilize additional Fund Balance for the capital project construction of Highway facilities in the Towns of Lisbon, Potsdam, and Russell, as follows:

DECREASE UNAPPROPRIATED FUND BALANCE:

01TG0911 50300	Fund balance, Unreserved Unappropriated	\$3,000,000
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INCREASE APPROPRIATED FUND BALANCE:

01TG0910 50300	Fund balance, Unreserved Appropriated	\$3,000,000
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INCREASE APPROPRIATIONS:

T6199509 90600	T IFT GF Transfer to CP	\$3,000,000
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INCREASE REVENUE:

T6650319 90100	T IFT CP Transfer from GF	\$3,000,000
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