

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 28, 2021
*****BOARD ROOM AND LIVE VIA YOUTUBE *****
*****5:30 P.M. *****

- 1. CALL TO ORDER AND APPROVAL OF AGENDA**
- 2. APPROVAL OF MINUTES – May 24**
- 3. FISHING TOURNAMENTS – St. Lawrence County Chamber of Commerce Brooke Rouse, Director of Tourism and Ben Dixon, Executive Director**
- 4. HIGHWAY – DON CHAMBERS**
 - A. Authorizing the Chair to Sign an amended Contract for J.E. Sheehan Corporation for the Jones Road Over West Branch of St. Regis River Project and Modifying the 2021 Budget for the Department of Highways for Restoration of Capital Highway Improvement Program (CHIPS) Funding (Res)
 - B. Approving Supplemental Agreement #2 with Barton & Loguidice, D.P.C. for Construction Inspection Services for the Northumberland Street Bridge Over Morristown Bay Project, BIN 3341380 (Res)
 - C. Highway Outposts Projects Update (Discussion)
 - D. Authorizing the Acquisition of a Parcel of Land, and a Permanent Easement on the Adjoining Property, for Construction of a County Highway Facility in the Town of Potsdam and Authorizing the Chair to Sign a Supplemental Agreement with Brooks Washburn, Architect, for Professional Engineering Services and Modifying the 2021 Budget for the Department of Highways (Res)
- 5. COUNTY ATTORNEY – STEVE BUTTON**
 - A. Declaring Default of the Norfolk Bakery, LLC Regarding an Agreement to Pay on a Tax Delinquency and Authorizing the Chair to Sign an Agreement Between the New York Environmental Protection and Spill Compensation Fund and County of St. Lawrence, New York, Regarding a Tax Delinquent Property (Res)
 - B. Authorizing the Chair to Sign an Agreement with New York Environmental Protection and Spill Compensation Fund Regarding Tax Delinquent Properties Owned by Irene Carter (Res)
 - C. Workers' Compensations Self-Insurance Apportionment for the Year 2022 (Res)
- 6. WORKFORCE INNOVATION AND OPPORTUNITY ACT – BARB LASHUA**
 - A. Establishing the 2021 Workforce Innovation and Opportunity Act (WIOA) Budget (Res) (Info)

7. DISTRICT ATTORNEY – GARY PASQUA

- A. Authorizing the Chair to Sign a Contract with the New York State Department of Criminal Justice Services for the Aid to Prosecution Grant (Res)

8. LEGISLATORS ARQUIETT, TERMINELLI, AND CURRAN

- A. Financially Supporting the Efforts of the Major League Fishing (MLF) 2021 Bass Pro Tour Tournament in Massena, New York, and Modifying the 2021 Budget (Res)

9. VACANCY REVIEW COMMITTEE

- A. Treasurer's Office
 - 1. Fill Principal Account Clerk Position (1003000006)

10. COUNTY ADMINISTRATOR'S REPORT – RUTH DOYLE

- A. 2020 Reserve Funding Levels Recommendation (Discussion)
- B. 2022 Fund Balance Policy Recommendation (Discussion)
- C. Authorizing the Chair to Sign a Lease Agreement with the Development Authority of the North Country (DANC) for Office Space at the Human Services Center (Res)

11. OLD AND NEW BUSINESS

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

12. EXECUTIVE SESSION

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

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

13. ADJOURNMENT – If there is no further business.

July 12, 2021

Finance Committee: 6-28-2021

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN AN AMENDED CONTRACT FOR J.E. SHEEHAN CORPORATION FOR THE JONES ROAD OVER WEST BRANCH OF ST. REGIS RIVER PROJECT AND MODIFYING THE 2021 BUDGET FOR THE DEPARTMENT OF HIGHWAYS FOR RESTORATION OF CAPITAL HIGHWAY IMPROVEMENT PROGRAM (CHIPS) FUNDING

By Mr. Acres, Chair, Finance Committee

WHEREAS, in 2021, J.E. Sheehan Contracting Corporation began construction on two bridges on Jones Road over the West Branch of St. Regis River, BIN 3366590 and BIN 3341150, and

WHEREAS, unforeseen steel repairs and a change to the bridge deck supplier for the Jones Road Bridge project has resulted in an increased cost of approximately \$150,000 for J.E. Sheehan Contracting Corporation, and

WHEREAS, the 2021 Department of Highways Budget includes Capital Highway Improvement Program (CHIPs) road and bridge projects, and

WHEREAS, in 2020-2021, New York State withheld five percent (5%) of CHIPs funding, totaling \$266,956, for St. Lawrence County, and

WHEREAS, the previously held funds have been restored as rollover funds to be included in the 2021-2022 CHIPs funding for St. Lawrence County,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign an amended contract for J.E. Sheehan Corporation for the Jones Road over West Branch of St. Regis River Project, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the Treasurer is authorized to modify the 2021 Budget for the Department of Highways for restoration of Capital Highway Improvement Program (CHIPs) Funding, as follows:

INCREASE APPROPRIATIONS:

HM151124 454PM H1	H H1 Paving Materials	\$116,956
HM551124 454BS B24	H B24 Miscellaneous Bridge Supplies	<u>150,000</u>
		\$266,956

INCREASE REVENUE:

HM035015 56000	H SA CHIPS Maintenance	\$266,956
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July 12, 2021

Finance Committee: 6-28-2021

RESOLUTION NO. _____

**APPROVING SUPPLEMENTAL AGREEMENT #2 WITH BARTON & LOGUIDICE,
D.P.C. FOR CONSTRUCTION INSPECTION SERVICES FOR THE
NORTHUMBERLAND STREET BRIDGE OVER MORRISTOWN BAY PROJECT,
BIN 3341380**

By Mr. Acres, Chair, Finance Committee

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

WHEREAS, Resolution No. 112-2020 authorized the Chair to sign a contract with Barton & Loguidice, D.P.C for professional engineering services for the Northumberland Street Bridge over Morristown Bay Project (the "Project"), and

WHEREAS, Barton & Loguidice, D.P.C. is currently providing consulting services for this Project and is qualified to provide construction inspection services, and

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

NOW, THEREFORE, BE IT RESOLVED that Board of Legislators does hereby approve a supplemental agreement for construction inspection services for:

Consultant:	Barton & Loguidice, D.P.C.
Contract Title:	Northumberland Street Bridge over Morristown Bay BIN 3341380 Town of Morristown
Construction Inspection Fee:	Not to Exceed \$100,000 HM651204 465CO REDI

BE IT FURTHER RESOLVED that the Chair is authorized to execute all necessary contracts for this project, upon approval of the County Attorney.

July 12, 2021

Finance Committee: 6-28-2021

RESOLUTION NO. _____

AUTHORIZING THE ACQUISITION OF A PARCEL OF LAND, AND A PERMANENT EASEMENT ON THE ADJOINING PROPERTY, FOR CONSTRUCTION OF A COUNTY HIGHWAY FACILITY IN THE TOWN OF POTSDAM AND AUTHORIZING THE CHAIR TO SIGN A SUPPLEMENTAL AGREEMENT WITH BROOKS WASHBURN, ARCHITECT, FOR PROFESSIONAL ENGINEERING SERVICES AND MODIFYING THE 2021 BUDGET FOR THE DEPARTMENT OF HIGHWAYS

By Mr. Acres, Chair, Finance Committee

WHEREAS, St. Lawrence County plans to build an outpost location that contains both sand/salt and motor equipment storage facilities in the Town of Potsdam, and

WHEREAS, the Potsdam Highway Outpost is currently operating from the Potsdam Town Highway Site, and there is no County-owned land available for construction in the Town of Potsdam at this time, and

WHEREAS, a parcel of land in the Town of Potsdam, Tax Map No. 75.002-1-5, is available from a private land-owner (the "Seller") at a cost of \$100,000 for 43.7 acres, and

WHEREAS, prior to construction, the County must obtain an ownership interest over the adjacent parcel, Tax Map No. 75.002-1-24 for the purpose of constructing an access driveway to the facility, which could be satisfied by obtaining a permanent easement, and

WHEREAS, as owner of the easement parcel, the Seller will issue a permanent easement to St. Lawrence County for an access driveway for the new Highway facility as part of the land purchase agreement, and

WHEREAS, Resolution No. 261-2019 authorized the Chair of the Board of Legislators to sign a contract with Brooks Washburn, Architect, for professional engineering services to include design, bid document preparation, and cost estimates for new salt/sand and motor equipment storage facilities in Russell, Lisbon and Potsdam, and

WHEREAS, the Consultant will be required to provide additional services for the Potsdam Highway Facility Outpost facilities outside the original scope of the contract, including surveying the new property and preparing updated bid documents,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the acquisition of a parcel of land, and a permanent easement on the adjoining property, for construction of a County Highway Facility in the Town of Potsdam, and

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BE IT FURTHER RESOLVED that the Chair is authorized to sign a supplemental agreement, upon approval of the County Attorney with:

Engineering Firm: Brooks Washburn, Architect
Contract Title: Salt/Sand & Motor Equipment Storage Facilities
Town of Potsdam
Engineering Fee: Not to Exceed \$31,000
HM651974 430ED POP
HM651974 430ED PSS

BE IT FURTHER RESOLVED that the Board of Legislators authorizes the acquisition of land parcel Tax Map No. 75.002-1-5, at a cost \$100,000, which includes a permanent easement for Tax Map No. 75.002-1-24 for an access driveway for the County Highway Facility in the Town of Potsdam, and

BE IT FURTHER RESOLVED that the Treasurer is authorized to modify the 2021 Budget for the Department of Highways, as follows:

DECREASE UNAPPROPRIATED FUND BALANCE:

03TG0911 50300	Fund Balance, Unreserved, Unappropriated	\$131,000
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INCREASE APPROPRIATED FUND BALANCE:

03TG0910 50300	Fund Balance, Unreserved, Appropriated	\$131,000
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INCREASE APPROPRIATIONS:

HM651972 27000 POP	H Potsdam OP Land Purchases	\$50,000
HM651972 27000 PSS	H Potsdam SS Land Purchases	50,000
HM651974 430ED POP	H Potsdam OPEngineering Design	22,000
HM651974 430ED PSS	H Potsdam SSEngineering Design	<u>9,000</u>
		\$131,000

BE IT FURTHER RESOLVED that the Chair is authorized to sign any documents necessary to complete the acquisition of the property, Tax Map No. 75.002-1-5, and the transfer of the permanent easement to the County, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that Board of Legislators authorizes the Chair to sign all necessary project related documents, with Brooks Washburn, Architect, for professional engineering services for the design of salt/sand and motor equipment storage, upon approval of the County Attorney.

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Finance Committee: 6-28-2021

RESOLUTION NO. _____

**DECLARING DEFAULT OF THE NORFOLK BAKERY, LLC,
REGARDING AN AGREEMENT TO PAY ON A TAX DELINQUENCY AND
AUTHORIZING THE CHAIR TO SIGN AN AGREEMENT BETWEEN THE
NEW YORK ENVIRONMENTAL PROTECTION AND SPILL COMPENSATION
FUND AND COUNTY OF ST. LAWRENCE, NEW YORK,
REGARDING A TAX DELINQUENT PROPERTY**

By Mr. Acres, Chair, Finance Committee

WHEREAS, St. Lawrence County has developed a strategic plan to target potentially environmentally contaminated properties throughout the County to assist in making these once economically productive properties beneficial to their communities again, and

WHEREAS, St. Lawrence County, with the assistance of Gary Bowitch, Esq., identified a parcel in the Town of Norfolk located at One South Main Street in need of environmental testing and potential remediation, and

WHEREAS, Norfolk Bakery, LLC, owns the property located at One South Main Street, Town of Norfolk, County of St. Lawrence, State of New York however it is the site of a former gas and service station, and

WHEREAS, Norfolk Bakery, LLC, originally acquired the property subject to a significant tax delinquency and was notified upon acquisition of this fact, and

WHEREAS, in light of the fact that the current title holders of the property were not the party that created the original tax delinquency, but were instead subsequent title holders of the real property, the County of St. Lawrence and Norfolk Bakery, LLC, entered into a mutual agreement setting out all the details of payment and collection of the delinquent taxes, at the conclusion of which the County would evaluate to forgive a portion of the tax delinquency, and

WHEREAS, the County and Norfolk Bakery, LLC, entered into an agreement in 2018 that provided for the repayment and forgiveness of certain real property taxes, however, following the execution of the agreement, the Norfolk Bakery, LLC, defaulted on the terms and the County re-commenced foreclosure proceedings, and

WHEREAS, in 2020, the County of St. Lawrence and Norfolk Bakery, LLC, reached a second agreement wherein the Norfolk Bakery, LLC, proposed to pay \$3,000 upon signing of a Memorandum of Understanding and \$1,000 per month for a period of thirty-three (33) months commencing June 1, 2020 and a final payment of \$565.86 for the balance of the taxes less all interest, penalties and fees, at which point the County would forgive the remaining penalties, fees, and interest, and

WHEREAS, Norfolk Bakery LLC, has failed to make any payments pursuant to the terms of the second agreement which commenced on June 1, 2020, and

WHEREAS, the County of St. Lawrence ("County") has re-commenced an action against property located in the Town of Norfolk due to tax delinquency by a tax foreclosure

July 12, 2021

proceeding commenced on November 1, 2020, for unpaid ad valorem real property taxes with respect to the following property located in St. Lawrence County (hereinafter referred to as the "Site"):

"Norfolk Bakery Site"

- Owner: Norfolk Bakery, LLC
- Address: One South Main Street, Norfolk, New York
- Tax ID # : 32.067-3-4
- Delinquent Taxes Owed - \$104,711.81

WHEREAS, the New York Environmental Protection and Spill Compensation Fund (the "Fund") was created by Navigation Law § 179, and

WHEREAS, the County has requested assistance from the Fund to perform cleanup of petroleum contaminants present at the Site, and

WHEREAS, pursuant to Navigation Law § 180, the Administrator of the Fund is authorized to settle claims on behalf of the Fund and to make additional expenditures for cleanup of any potentially petroleum contaminated site, and

WHEREAS, any agreement between the Fund and the County would require the State of New York through the New York State Department of Environmental Conservation to perform all environmental contamination remediation at the Site after the County acquires title to the Site through tax foreclosure at a cost to be solely borne by the Fund, and

WHEREAS, in order to facilitate redevelopment of the Site, the County desires to enter into an agreement with the Fund wherein the Fund would release its potential claims against the County, for past and future cleanup and removal costs incurred by the State, including interest thereon and applicable penalties prior to the County taking title to the Site through tax foreclosure, and

WHEREAS, any release provided by the Fund to the County shall extend to the successors or assigns of the County with respect to the Site, however, such release shall not extend, nor can it be transferred to any successors or assigns of the County at the Site, if such successors in title are persons deemed legally responsible for the discharge of petroleum at the Site, respectively,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators declares default of the Norfolk Bakery, LLC, regarding an agreement to pay on a tax delinquency and authorizing the Chair to sign an agreement between the New York Environmental Protection and Spill Compensation Fund and County of St. Lawrence, New York, regarding a tax delinquent property, and

BE IT FURTHER RESOLVED the Board of Legislators authorizes the Chair to sign an agreement with the New York Environmental Protection and Spill Compensation Fund and any other agreements necessary to effectuate the remediation and foreclosure of the property known as Norfolk Bakery, LLC, 1 South Main Street, Town of Norfolk, State of New York upon approval of the County Attorney.

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Finance Committee: 6-28-2021

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN AN AGREEMENT WITH NEW YORK ENVIRONMENTAL PROTECTION AND SPILL COMPENSATION FUND REGARDING TAX DELINQUENT PROPERTIES OWNED BY IRENE CARTER

By Mr. Acres, Chair, Finance Committee

WHEREAS, the New York Environmental Protection and Spill Compensation Fund (the "Fund") was created by Navigation Law §179 and commenced cleanup response actions ("Removal Actions") pursuant to the Navigation Law, at the following sites located in St. Lawrence County:

A. "Carter Site #1"

- Record Owner: Irene Carter
- Site Address: 9-11 Main Street, Brasher Falls, New York
- Tax ID #: 11.081-1-24.1
- Delinquent Taxes Owed - \$10,410.54
- DEC Spill No: 06-04970
- DEC Spill Cleanup Status: Closed

B. "Carter Site #2"

- Record Owner: Irene Carter
- Site Address: 41 Main Street, Brasher Falls, New York
- Tax ID #: 11.081-1-30
- Delinquent Taxes Owed - \$6,612.58
- DEC Spill No: 06-50826; PIN 04039.
- DEC Spill Cleanup Status: Closed

WHEREAS, St. Lawrence County ("County") has commenced an action against Carter Site #1 due to tax delinquencies by a tax foreclosure proceeding on November 13, 2018 and Carter Site #2 (the "Carter Sites") due to tax delinquencies by a tax foreclosure proceeding on November 4, 2019, for unpaid ad valorem real property taxes, and

WHEREAS, pursuant to Navigation Law §180, the Administrator of the Fund is authorized to settle claims on behalf of the Fund, and

WHEREAS, the Fund has expended approximately \$195,222 for cleanup and removal of petroleum based contaminants at Carter Site #1 and \$154,264.45 at Carter Site #2, and

WHEREAS, the County would like the Fund to release its potential claim against County, for past and future cleanup and removal costs incurred by the State, including interest thereon and applicable penalties with respect to Spill No. 06-04970 assigned to Carter Site #1 and with respect to Spill No. 06-50826 assigned to Carter Site #2 ("Potential Claims"), in order to facilitate redevelopment through the sale of the Site, and

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WHEREAS, the Fund is willing to release its Potential Claim in consideration of certain payments by the County upon sale of Carter Site #1 and Carter Site #2, as partial reimbursement of cleanup and removal costs incurred and which may be incurred by the Fund, as applicable, and

WHEREAS, an agreement between the Fund and the County is necessary to release any Potential Claims the Fund may have with respect to the Carter Sites prior to the County taking title to the Carter Sites through tax foreclosure, and

WHEREAS, such an agreement between the Fund and the County would require that, in consideration of the Fund releasing the potential claim, the County, shall, within sixty (60) days following the tax auction and completed sale of the Carter Sites, pay to the Fund fifty percent (50%) of the sale proceeds which were paid to the County by the buyer(s) of the Carter Sites, and

WHEREAS, the release provided by the Fund to the County shall extend to the successors or assigns of the County with respect to the Carter Sites, respectively, however, such releases shall not extend, nor can they be transferred to any successors or assigns of the County who are persons deemed legally responsible for the discharge of petroleum at the Carter Sites,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign an agreement with New York Environmental Protection and Spill Compensation Fund regarding tax delinquent properties owned by Irene Carter, upon approval of the County Attorney.

July 12, 2021

Finance Committee: 6-28-2021

RESOLUTION NO. _____

**WORKERS' COMPENSATION SELF-INSURANCE APPORTIONMENT
FOR THE YEAR 2022**

By Mr. Acres, Chair, Finance Committee

WHEREAS, the St. Lawrence County Self-Insured Plan has developed its budget for the for the year 2022, and

WHEREAS, the participant allocation of the plan costs is to be provided by September 1, 2021,

NOW, THEREFORE, BE IT RESOLVED, that the following apportionment of Workers' Compensation costs for the year 2021 be applied to the participating municipalities of St. Lawrence County:

	2021 <u>Apportionment:</u>	2022 <u>Apportionment:</u>	Increase/ <u>Decrease:</u>
St. Lawrence County	\$1,153,257.00	\$1,220,451.64	\$67,194.64
Soil & Water	7,233.00	6,835.04	-397.96
<u>CITY</u>			
Ogdensburg	218,263.00	233,319.36	15,056.36
<u>TOWNS</u>			
Brasher	32,490.00	28,798.17	-3,691.83
Canton	44,956.00	49,275.67	4,319.67
Clare	8,076.00	7,877.69	-198.31
Clifton	35,899.00	33,120.47	-2,778.53
Colton	0.00	0.00	0.00
DeKalb	26,357.00	29,863.27	3,506.27
DePeyster	14,572.00	10,156.59	-4,415.41
Edwards	27,354.00	27,477.94	123.94
Fine	40,893.00	39,031.47	-1,861.53
Fowler	29,178.00	30,029.34	851.34
Gouverneur	38,131.00	37,823.11	-307.89
Hammond	18,291.00	12,490.09	-5,800.91
Hermon	27,334.00	32,834.53	5,500.53
Hopkinton	22,973.00	23,307.88	334.88
Lawrence	21,802.00	26,305.20	4,503.20
Lisbon	51,669.00	56,706.42	5,037.42
Louisville	33,560.00	41,791.40	8,231.40
Macomb	16,601.00	12,801.94	-3,799.06
Madrid	31,525.00	32,528.44	1,003.44
Massena	878,625.00	165,054.31	-713,570.69
Morristown	27,095.00	30,869.74	3,774.74
Norfolk	37,841.00	35,435.91	-2,405.09
Oswegatchie	34,633.00	38,676.79	4,043.79

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Parishville	51,505.00	49,931.38	-1,573.62
Piercefield	0.00	0.00	0.00
Pierrepont	44,965.00	47,539.52	2,574.52
Pitcairn	12,186.00	12,373.46	187.46
Potsdam	79,651.00	79,153.44	-497.56
Rossie	14,668.00	14,443.99	-224.01
Russell	29,867.00	31,499.76	1,632.76
Stockholm	34,387.00	32,530.93	-1,856.07
Waddington	21,375.00	22,813.19	1,438.19
<u>VILLAGES</u>			
Canton	115,636.00	101,636.44	-13,999.56
Rensselaer Falls	70,636.00	70,952.70	316.70
Richville	605.00	2,657.51	2,052.51
Gouverneur	12,844.00	7,815.76	-5,028.24
Hammond	261,185.00	269,190.20	8,005.20
Heuvelton	31,858.00	33,892.62	2,034.62
Massena	150,332.00	150,492.93	160.93
Norwood	745.00	537.19	-207.81
Potsdam	21.00	486.45	465.45
Waddington	<u>13,029.00</u>	<u>16,025.12</u>	<u>2,996.12</u>
TOTAL	\$3,824,103.00	\$3,206,835.00	-\$617,268.00

July 12, 2021

Finance Committee: 6-28-2021

RESOLUTION NO. _____

**ESTABLISHING THE 2021 WORKFORCE INNOVATION AND
OPPORTUNITY ACT (WIOA) BUDGET**

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 2021 (July 1, 2021 to June 30, 2022) are \$1,417,914 and

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

	<u>2020</u>	<u>2021</u>
Admin	\$97,623	\$100,276
Title I Adult	329,502	313,718
Youth	377,336	356,637
Dislocated Workers	171,767	232,127
TAA Rapid Response Training	49,000	49,000
TANF	<u>386,495</u>	<u>366,156</u>
Total Appropriation	\$1,411,724	\$1,417,914
Total Revenue	\$1,411,724	\$1,417,914

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

Administrative Pool
July 1, 2021 - June 30, 2022

			PY 21 Budget
UG162901	12000	Supervisory/Admin	\$ 26,298
UG162901	14000	Clerical	\$ 20,647
UG162901	19000	Temperary Workers	
UG162901	19501	Longevity Pay	\$ 635
UG162901	19502	Vacation Payout	
UG162901	19510	Vacation Buyback	\$ -
		<i>Personnel</i>	\$ 47,580
UG162904	40700	Rent-Building & Property	\$ 5,930
UG162904	41100	Professional Education	\$ 354
UG162904	41400	Liability & Other Insurance	\$ 43
UG162904	41901	Central Printing	\$ 64
UG162904	42000	Office Supplies & Expense	\$ 408
UG162904	42001	Computer Supplies	\$ -
UG162904	42002	Copying Expense	\$ 142
UG162904	42300	Telephone	\$ 308
UG162904	42400	Postage	\$ 99
UG162904	42600	Books & Periodicals	\$ 71
UG162904	42700	Memberships & Dues	\$ 142
UG162904	43000	Staff Physicals	
UG162904	43005	Advertising	\$ 142
UG162904	430WI	WIB Expenditures	\$ 9,070
UG162904	44300	Mileage Reimbursement	\$ 142
UG162904	44500	Other Travel Reimbursement	\$ 142
UG162904	47800	DP Charges	\$ 3,679
UG162904	49900	Miscellaneous Expense	\$ -
		<i>Contractual Expense</i>	\$ 20,736
UG162908	81000	Retirement	\$ 6,947
UG162908	83000	Social Security	\$ 3,626
UG162908	84000	Workmens Compensation	\$ 1,256
UG162908	84500	Group Life Insurance	\$ 66
UG162908	86000	Hospital & Medical Insurance	\$ 19,298
UG162908	86500	Dental Insurance	\$ 546
UG162908	89000	Vision	\$ 221
	.8	<i>Employee Benefits</i>	\$ 31,960
		Total Core & Intensive Services	\$ 100,276
		Total Administrative	\$ 100,276
UG147905	57000	Total Revenue	\$ 100,276

Title I - Adult
July 1, 2021 - June 30, 2022

PY 21 Budget

UA162911	11000	Dir. Services Worker	\$ 47,524
UA162911	12000	Supervisory/ Administration	\$ 37,398
UA162911	13000	Technical	
UA162911	14000	Clerical	\$ 14,467
UA162911	19000	Temperary Workers	
UA162911	19501	Longevity Pay	\$ 967
UA162911	19502	Vacation Payout	\$ 628
UA162911	19510	Vacation Buyback	\$ 567
UA162911	19550	Health Insurance Buyout	\$ 1,780
	.1	<i>Personnel</i>	\$ 103,331
UA162914	40700	Rent-Building & Property	\$ 12,699
UA162914	41100	Professional Education	\$ 758
UA162914	41400	Liability & Other Insurance	\$ 92
UA162914	41901	Central Printing	\$ 136
UA162914	41902	Commercial Printing	\$ -
UA162914	42000	Office Supplies & Expense	\$ 873
UA162914	42001	Computer Supplies	\$ -
UA162914	42002	Copying Expense	\$ 303
UA162914	42300	Telephone	\$ 659
UA162914	42400	Postage	\$ 212
UA162914	42600	Books & Periodicals	\$ 152
UA162914	42700	Memberships & Dues	\$ 303
UA162914	43000	Staff Physicals	
UA162914	43005	Advertising	\$ 303
UA162914	430WI	WIB Expenditures	\$ 19,431
UA162914	44300	Mileage Reimbursement	\$ 303
UA162914	44500	Other Travel Reimbursement	\$ 303
UA162914	47800	DP Charges	\$ 7,879
UA162914	49900	Miscellaneous Expenses	\$ -
	.4	<i>Contractual Expenses</i>	\$ 44,406
UA162918	81000	Retirement	\$ 15,143
UA162918	83000	Social Security	\$ 7,905
UA162918	84000	Workmens Compensation	\$ 2,739
UA162918	84500	Group Life Insurance	\$ 142
UA162918	86000	Hospital & Medical Insurance	\$ 25,285
UA162918	86500	Dental Insurance	\$ 1,169
UA162918	89000	Vision	\$ 445
	.8	<i>Employee Benefits</i>	\$ 52,828

Total Core & Intensive Services	\$	200,565
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Training Services

UA162924	461DC	Day Care	\$	-
UA162924	430FE	Fee for Service	\$	-
UA162924	461HP	Participant Physicals	\$	-
UA162924	461LI	Liability Insurance	\$	496
UA162924	461OJ	OJT Employer Reimbursement	\$	25,036
UA162924	461PM	Participant Travel Adult	\$	735
UA162924	461TU	Tuition/Books/Fees	\$	86,886
	.461	<i>Training</i>	\$	113,153

Total Training Services	\$	113,153
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Total Title I Adult Appropriations	\$	313,718
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UA147905	57000	Total Title I Adult Revenue	\$	313,718
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Youth

July 1, 2021 - June 30, 2022

PY 21 Budget

UC162911	11000	Dir. Services Worker	\$	66,529
UC162911	12000	Supervisory/Administration	\$	22,883
UC162911	13000	Technical	\$	-
UC162911	14000	Clerical	\$	14,906
UC162911	19000	Temporary Workers	\$	-
UC162911	19501	Longevity Pay	\$	580
UC162911	19502	Vacation Payout	\$	1,257
UC162911	19510	Vacation Buyback	\$	287
UC162911	19550	Health Insurance Buyout	\$	900
	.1	<i>Personnel</i>	\$	107,342

UC162914	40700	Rent-Building & Property	\$	13,749
UC162914	41100	Professional Education	\$	820
UC162914	41400	Liability & Other Insurance	\$	99
UC162914	41901	Central Printing	\$	148
UC162914	42000	Office Supplies & Expense	\$	945
UC162914	42001	Computer Supplies	\$	-
UC162914	42002	Copying Expense	\$	328
UC162914	42300	Telephone	\$	714
UC162914	42400	Postage	\$	230
UC162914	42600	Books & Periodicals	\$	164
UC162914	42700	Memberships & Dues	\$	328
UC162914	43000	Staff Physicals	\$	-
UC162914	43005	Advertising Fees	\$	328

UC162914	430WI		WIB Expenses	\$	21,037
UC162914	44300		Mileage Reimbursement	\$	328
UC162914	44500		Other Travel Reimbursement	\$	328
UC162914	47800		DP Charges	\$	8,530
UC162914	49900		Miscellaneous Expenses	\$	-
	.4		<i>Contractual Expenses</i>	\$	48,076
UC162918	81000		Retirement	\$	15,738
UC162918	83000		Social Security	\$	8,211
UC162918	84000		Workmens Compensation	\$	2,845
UC162918	84500		Group Life Insurance	\$	153
UC162918	85000		UI		
UC162918	86000		Hospital & Medical Insurance	\$	34,588
UC162918	86500		Dental Insurance	\$	1,266
UC162918	89000		Vision	\$	490
	.8		<i>Employee Benefits</i>	\$	63,291
Total Core & Intensive Services				\$	218,709

Training Services

UC162924	461LI		Liability Insurance	\$	548
UC162924	461SC	OOS	Sub-Contracts - Out School	\$	34,249
UC162924	461SC	IS	Sub-Contracts - In School		
UC162924	461TU	OOS	Tuition Out School	\$	3,183
UC162924	461TU	IS	Tuition In School		
UC162924	461HP	OOS	Participant Medicals Out School	\$	400
UC162924	461HP	IS	Participant Medicals In School	\$	100
UC162924	461PM	OOS	Participant Mileage Out School	\$	750
UC162924	461PM	IS	Participant Mileage In School	\$	250
UC162924	461PU	OOS	Participant Uniforms Out School	\$	1,350
UC162924	461PU	IS	Participant Uniforms In School	\$	450
UC162924	461IN	OOS	Incentive Payments Out School	\$	4,500
UC162924	461IN	IS	Incentive Payments In School	\$	1,500
UC162924	461OJ	OOS	On The Job Training Out School	\$	17,124
UC162924	461PW	IS	Participant Wage In School	\$	16,151
UC162924	461PW	OOS	Participant Wage Out School	\$	48,454
UC162928	81000	IS	Participant Fringe Retirement	\$	500
UC162928	81000	OOS	Participant Fringe Retirement	\$	1,500
UC162924	83000	IS	Participant Fringe Social Security	\$	1,236
UC162924	83000	OOS	Participant Fringe Social Security	\$	3,707
UC162924	84000	IS	Participant Fringe Workers Comp	\$	494
UC162924	84000	OOS	Participant Fringe Workers Comp	\$	1,482
	.461		Training	\$	137,928
Total Youth Appropriations				\$	356,637
UC147905	57000		Total Youth Revenue	\$	356,637

Dislocated Worker
July 1, 2021 - June 30, 2022

PY 21 Budget

UE162911	11000	Dir. Services Worker	\$	32,425
UE162911	12000	Supervisory/ Administration	\$	21,858
UE162911	14000	Clerical	\$	16,432
UE162911	19501	Longevity Pay	\$	558
UE162911	19502	Vacation Payout	\$	628
UE162911	19510	Vacation Buyback	\$	277
UE162911	19550	Health Insurance Buyout	\$	870
	.1	<i>Personnel</i>	\$	73,048
UE162914	40700	Rent-Building & Property	\$	9,516
UE162914	41100	Professional Education	\$	568
UE162914	41400	Liability & Other Insurance	\$	69
UE162914	41901	Central Printing	\$	102
UE162914	42000	Office Supplies & Expense	\$	654
UE162914	42001	Computer Supplies	\$	-
UE162914	42002	Copying Expense	\$	227
UE162914	42300	Telephone	\$	494
UE162914	42400	Postage	\$	159
UE162914	42600	Books & Periodicals	\$	114
UE162914	43000	Staff Physicals		
UE162914	43005	Advertising	\$	227
UE162914	430WI	WIB Expenditures	\$	14,560
UE162914	430OP	One Stop Operator	\$	-
UE162914	42700	Memberships & Dues	\$	227
UE162914	44300	Mileage Reimbursement	\$	227
UE162914	44500	Other Travel Reimbursement	\$	227
UE162914	47800	DP Charges	\$	5,904
UE162914	49900	Miscellaneous Expenses	\$	-
	.4	<i>Contractual Expenses</i>	\$	33,275
UE162918	81000	Retirement	\$	10,710
UE162918	83000	Social Security	\$	5,588
UE162918	84000	Workmens Compensation	\$	1,936
UE162918	84500	Group Life Insurance	\$	106
UE162918	86000	Hospital & Medical Insurance	\$	21,618
UE162918	86500	Dental Insurance	\$	876
UE162918	89000	Vision	\$	334
	.8	<i>Employee Benefits</i>	\$	41,168
Total Core & Intensive Services			\$	147,491

Training Services

UE162924	461DC	Day Care	\$	-
UE162924	461HP	Participant Physicals	\$	-
UE162924	461LI	Liability Insurance	\$	358
UE162924	461PM	Participant Travel Dislocated	\$	342
UE162924	461FE	Fees For Services		
UE162924	461OJ	OJT Employer Reimbursement	\$	21,660
UE162924	461TU	Tuition/Books/Fees	\$	62,276
	.461	<i>Sub-Contracts</i>	\$	84,636
		Total Training Services	\$	84,636
		Total Title I Dislocated Appropri	\$	232,127
UE147905	57000	Total Title I Dislocated Revenue	\$	232,127

One Stop Career Center Costs July 1, 2021 - June 30, 2022

PY 21 Budget

UD162911	11000	Dir. Services Worker	\$	2,899
UD162911	12000	Supervisory/Administration	\$	2,561
UD162911	19501	Longevity Pay	\$	-
		Personnel	\$	5,460
UD162914	40700	Rent-Building & Property	\$	59,848
UD162914	41901	Central Printing		
UD162914	41902	Commercial Printing		
UD162914	42000	Supplies		
UD162914	42001	Admin Computer Supplies		
UD162914	41901	Central Printing		
UD162914	42002	Copying Expense	\$	300
UD162914	42300	Telephone	\$	500
UD162914	42600	Books & Periodicals		
UD162914	430WI	WIB Expenditures		
UD162914	43005	Advertising		
UD162914	47802	D.P. Charges		
		Contractual Expense	\$	60,648
UD162918	81000	Retirement	\$	800
UD162918	83000	Social Security	\$	418
UD162918	84000	Workers Compensation	\$	145
UD162918	84500	Group Life Insurance	\$	7
UD162918	86000	Hospital & Medical Insurance	\$	1,517

UD162918	86500		Dental Insurance	\$	56
UD162918	89000		Vision	\$	23
		0.8	Employee Benefits	\$	2,966
Total Appropriations				\$	69,074
Total Revenue					

TAA Rapid Response Training
October 1, 2021 - September 30, 2022

PY 21 Budget

UT162924	461OA	FY21	Job Search	\$	2,500
UT162924	461OJ	FY21	OJT Employer Reimbursement	\$	12,000
UT162924	461PM	FY21	Mileage Reimbursement	\$	2,000
UT162924	461TU	FY21	Tuition/Books/Fees	\$	30,000
UT162924	461RE	FY21	Relocation	\$	2,500
			<i>Training</i>	\$	49,000
Total Appropriations				\$	49,000
UT147905	57000	FY21	Total Revenue	\$	49,000

TANF Program
May 1, 2021 - September 30, 2021

PY 21 Budget

UY162911	11000		Dir. Services Worker	\$	26,253
UY162911	12000		Supervisory/Admin	\$	7,684
UY162911	14000		Clerical	\$	4,391
UY162911	19000		Temporary		
UY162911	19501		Longevity Pay	\$	796
UY162911	19502		Vacation Payout	\$	10,054
UY162911	19510		Vacation Buyback		
UY162911	19550		Health Insurance Buyout	\$	450
	.1		<i>Personnel</i>	\$	49,628
UY162914	40700		Rent	\$	6,392
UY162914	41100		Educational Workshops/Training Supplies		
UY162914	41400		Liability & Other Insurance	\$	255
UY162914	41901		Central Printing	\$	714
UY162914	42000		Office Supplies & Expense	\$	82
UY162914	42001		Computer Supplies		
UY162914	42002		Copying Expense	\$	136
UY162914	42300		Telephone	\$	221
UY162914	42400		Postage	\$	1,020

UY162914	42600	Books & Periodicals		
UY162914	43000	Staff Physicals		
UY162914	43005	Advertising Fees & Expense	\$	1,300
UY162914	430FE	Fee for Service	\$	18,155
UY162914	430WI	WIB Expenditures	\$	4,012
UY162914	430OP	One Stop Operator	\$	-
UY162914	44300	Mileage Reimbursement	\$	-
UY162914	44500	Other Travel Reimbursement	\$	-
UY162914	47800	DP Charges	\$	4,182
UY162914	49900	Miscellaneous Expense	\$	1,000
	.4	<i>Contractual Expense</i>	\$	37,469
UY162918	81000	Retirement	\$	7,357
UY162918	83000	Social Security	\$	3,820
UY162918	84000	Workmens Compensation	\$	1,326
UY162918	84500	Group Life Insurance	\$	56
UY162918	85000	UI		
UY162918	86000	Hospital & Medical Insurance	\$	9,846
UY162918	86500	Dental Insurance	\$	459
UY162918	89000	Vision	\$	176
	.8	<i>Employee Benefits</i>	\$	23,040
UY162924	461FE	Fee for Service	\$	654
UY162924	461SC	Sub Contracts	\$	6,000
UY162924	461HP	Participant Medicals	\$	1,000
UY162924	83000	Participant FICA	\$	13,250
UY162924	84000	Participant W/C	\$	4,867
UY162924	461IN	Participant Incentives	\$	10,264
UY162924	461PW	Participant Wage	\$	173,199
		<i>Participant Payments</i>	\$	209,234
		Total Appropriations	\$	319,371
UY147905	57000	Total Revenue	\$	319,371

TANF Administrative
July 1, 2021 - September 30, 2021

PY 21 Budget

UY162901	11000	Dir. Services Worker		
UY162901	12000	Supervisory/Admin	\$	11,100
UY162901	14000	Clerical	\$	8,928
UY162901	19000	Temporary		
UY162901	19501	Longevity Pay	\$	164
UY162901	19502	Vacation Payout		
UY162901	19510	Vacation Buyback		
	.1	<i>Personnel</i>	\$	20,192

UY162904	40700	Rent	\$	3,008
UY162904	41100	Educational Workshops/Training Supplies		
UY162904	41400	Liability & Other Insurance	\$	120
UY162904	41901	Central Printing	\$	336
UY162904	42000	Office Supplies & Expense	\$	38
UY162904	42001	Computer Supplies		
UY162904	42002	Copying Expense	\$	64
UY162904	42300	Telephone	\$	104
UY162904	42400	Postage	\$	480
UY162904	42700	Memberships & Dues		
UY162904	43000	Staff Physicals		
UY162904	43005	Advertising Fees & Expense		
UY162904	430FE	Fee for Service	\$	5,174
UY162904	430WI	WIB Expenditures	\$	1,888
UY162904	44300	Mileage Reimbursement		
UY162904	44500	Other Travel Reimbursement		
UY162904	47800	DP Charges	\$	1,968
UY162904	49900	Miscellaneous Expense	\$	-
	.4	<i>Contractual Expense</i>	\$	13,180
UY162908	81000	Retirement	\$	2,934
UY162908	83000	Social Security	\$	1,532
UY162908	84000	Workmens Compensation	\$	531
UY162908	84500	Group Life Insurance	\$	28
UY162908	85000	UI		
UY162908	86000	Hospital & Medical Insurance	\$	8,060
UY162908	86500	Dental Insurance	\$	234
UY162908	89000	Vision	\$	94
	.8	<i>Employee Benefits</i>	\$	13,413
		Total Appropriations	\$	46,785
UY147905	57000	Total Revenue	\$	46,785

July 12, 2021

Finance Committee: 6-28-2021

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH THE NEW YORK
STATE DEPARTMENT OF CRIMINAL JUSTICE SERVICES FOR THE
AID TO PROSECUTION GRANT**

By Mr. Acres, Chair, Finance Committee

WHEREAS, the District Attorney applied to the Division of Criminal Justice Services (DCJS) for and has been awarded \$53,333 through DCJS Office of Program Development and Funding 2021-2022 Aid to Prosecution Grant for the period of April 1, 2021 through March 31, 2022, contingent on the availability of grant funds, and

WHEREAS, through the funding, partial reimbursement for three (3) full-time Assistant District Attorneys and two (2) full-time clerical staff positions will be provided (J2030895 56000),

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with the New York State Department of Criminal Justice Services for the Aid to Prosecution Grant, and any subsequent amendments, upon approval of the County Attorney.

July 12, 2021

Finance Committee: 6-28-2021

RESOLUTION NO. _____

FINANCIALLY SUPPORTING THE EFFORTS OF THE MAJOR LEAGUE FISHING (MLF) 2021 BASS PRO TOUR TOURNAMENT IN MASSENA, NEW YORK, AND MODIFYING THE 2021 BUDGET

By Mr. Acres, Chair, Finance Committee
Co-Sponsored by Mr. Arquiett, District 13; Ms. Terminelli, District 14;
and Ms. Curran, District 15

WHEREAS, the Town of Massena will host the Bass Pro Tour Stage Five Tournament on the St. Lawrence River with events being hosted by both Massena and the Town of Louisville, and

WHEREAS, the scheduled events include:

- Bass Pro Tour – June 25-30
- Tackle Warehouse Pro Circuit – July 29-August 1
- Toyota Series Northern Division – August 26-28
- Bass Fishing League Northeast Division – September 11-12
- Cashion Rods Tour – September 18
- 6th Annual Big Bass Blowout – October 2-3

WHEREAS, the request to financially support a portion of each of the Tournaments would provide necessary funding to assist in ensuring the success of the efforts by Massena, and

WHEREAS, the first event set to visit Massena on the St. Lawrence River is a six day event hosted by the Town of Massena and Fish Massena, and will feature 80 of the best professional anglers in the world, fishing for a purse of more than \$805,000 along with points to qualify for the championship tour, and

WHEREAS, the Town of Massena has been supporting tourism in the County through its tournament efforts with the Annual Big Bass Blowout and the Cashion Rods Series since 2016, and

WHEREAS, the annual regional tourism promotion efforts of the Town at sports shows throughout the Northeast and New England has created a brand identity of Massena as one of the premier destinations for fishing, tourism, and recreation, and

WHEREAS, this event will provide an opportunity for spectators to visit other parts of the County to enjoy dining and other attractions creating an influx of economic activity, and

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators financially supports the efforts of the Major League Fishing (MLF) 2021 Bass Pro Tour Tournament in Massena, New York, and

BE IT FURTHER RESOLVED that the Treasurer is authorized to modify the 2021 Budget as follows:

July 12, 2021

INCREASE REVENUE:

T2012895 55000 NYPA	T LR New York Power Authority	\$88,000
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INCREASE APPROPRIATIONS:

B1019874 43007	B Special Project	\$88,000
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St. Lawrence County Vacancy Authorization Form

Treasurer's Office



Type: Fill

Principal Account Clerk

Subunit (If Applicable):

Date Submitted: 05/28/2021

Reason Vacated: Other

Position Number: 100300006

Date Vacated: 06/11/2021

Position # Abolished:

Position Will Be: Fulltime

Last Fill Date: 02/14/2015

Hours Per Week: 35

Appointee Will Be: Contingent-Permanent

Budget

Fill Request Timeline: Immediately

Temporary Position? No

Salary of Person Leaving: \$48,897

Revenue Generating: No 0 %

Benefits: Yes \$23,544

Reimbursed by State or Federal Funds: No 0 %

Base Salary: \$42,133

Budget Mod Attached, If Required?

Grade: 21

Net County Cost: \$72,441

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 is a critical position in the Treasurer's office, providing support to the Deputy Treasurer/Accounting Supervisor with daily accounting entries and banking. Additionally, approximately 25% of the time is spent on customer service coverage for tax payments - window and telephone.

Daily duties include: Daily banking: Identifying previous day bank deposits from online bank details, coding these for receipt; identifying and scheduling necessary interfund transfers related to these transactions. A variety of daily/weekly bank transfers both inside and outside of the organization, and recording the transactions in our general ledger for supervisor review and posting.

Monthly: Bank reconciliation for 20+ county bank accounts and associated work related to the performance of such. Tracks returned checks, does journal entries recording, sends notices. Prepares deposit summary from daily balancing reports to assist in reconciliation of general fund bank account. Prepares and distributes invoices for rental of county space. Recording monthly interest received.

Quarterly: Maintain Court and Trust spreadsheet.

Semi-annual: Prepares draft of the Mortgage tax reports and the distribution to municipalities.

Annual: Assists with gathering documentation and preparing for annual audit.

Department Head: Renee Cole

Approved?

Yes No

County Administrator:

Resolution #:

July 12, 2021

Finance Committee: 6-28-2021

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN A LEASE AGREEMENT WITH THE
DEVELOPMENT AUTHORITY OF THE NORTH COUNTRY (DANC)
FOR OFFICE SPACE AT THE HUMAN SERVICES CENTER**

By Mr. Acres, Chair, Finance Committee

WHEREAS, St. Lawrence County leases space from the Canton Human Services Initiative, Inc., and

WHEREAS, Resolution No. 276-2019 authorized the Chair to sign a lease agreement with the Development Authority of the North Country (DANC) for office space at the Human Services Center, and

WHEREAS, DANC would like to continue to lease office space at the Human Services Center, and

WHEREAS, the proposed office space is on the first floor of the building containing three cubicle offices and one open area, and is calculated to be 679 square feet of office space with an additional 225 square feet of common area, and

WHEREAS, the term of the lease would be July 1, 2021 through June 30, 2022, with the potential for four (4) additional one-year lessee options, and

WHEREAS, the initial rental rate per square foot will be \$16.90 per square foot (T8012895 55000) in the first year of the lease and will change at a rate per square foot that is consistent to that charged to County Departments occupying the Human Services Center as of July 1 for the applicable year, capped at a 2% increase per year,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a lease agreement with the Development Authority of the North Country (DANC) for office space at the Human Services Center, upon approval of the County Attorney.