

St. Lawrence County  
**BOARD OF LEGISLATORS**  
48 Court Street, Court House  
Canton, New York 13617-1169  
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**RUTH A. DOYLE**  
County Administrator

**JOSEPH LIGHTFOOT**  
Chair, Board of Legislators

**FINANCE COMMITTEE AGENDA**  
**KEVIN ACRES, CHAIR**  
**MONDAY, AUGUST 24, 2020**  
**\*\*\*BOARD ROOM AND LIVE VIA YOUTUBE \*\*\***  
**\*\*\*5:30 P.M. \*\*\***

*\*\*PURSUANT TO THE STATE OF EMERGENCY EXECUTIVE ORDER 202.1 ARTICLE 7, SUSPENSION OF LAW ALLOWING THE ATTENDANCE OF MEETINGS TELEPHONICALLY OR OTHER SIMILAR SERVICE\*\**

- 1. CALL TO ORDER AND APPROVAL OF AGENDA**
- 2. APPROVAL OF MINUTES** – June 29 and July 27
- 3. COVID-19 UPDATE** – Dr. Dana McGuire and Dr. Williams
- 4. 2019 AUDIT FINAL RESULTS** – Luke Malecki, CPA, Office Managing Partner, Drescher & Malecki LLP
- 5. HIGHWAY – DON CHAMBERS**
  - A. Authorizing the Chair to Sign an Agreement with the New York Power Authority for the Installation of a Culvert on County Route 39 to Facilitate the Smart Path Moses-Adirondack Transmission Lines Project and to Modifying the 2020 Budget for the Department of Highways (Res) *(Note: This resolution was tabled at the September Full Board meeting, but at this time no action is necessary.)*
  - B. Approving New York State Department of Transportation Supplemental Agreement #1 for Final Design for Brown’s Bridge Road over Raquette River, BIN 3221560, PIN 775380 (Res)
  - C. Modifying the 2020 Budget for the Department of Highways for Revenue Received from the St. Lawrence County Soil & Water Conservation District for Culvert Replacement on County Route 49 in the Town of Norfolk (Res)
  - D. Yaleville Road Bridge (Discussion)
  - E. Project Updates (Discussion)
- 6. WORKFORCE INNOVATIVE & OPPORTUNITY ACT – BARB LASHUA**
  - A. Modifying the 2020 Budget for the Workforce Innovative Opportunity Act (WIOA) for Additional Funding (Res)
  - B. Modifying the 2020 Budget for the Workforce Innovative Opportunity Act (WIOA) for Dislocated Worker and Administration (Res)
  - C. 2020 Summer Program Funding (Discussion)
  - D. Public Access to the One Stop Career Center (Discussion)

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**7. COUNTY ATTORNEY – STEPHEN BUTTON**

- A. Authorizing the Inclusion of Officers of the St. Lawrence County Fire Training Facility, Inc. as Insureds in the St. Lawrence County Workers' Compensation Self-Insurance Plan (Res)

**8. VACANCY REVIEW COMMITTEE**

- A. Highway – Don Chambers
  - 1. Fill a Sign Maintenance Worker (312700001)
- B. Treasurer – Renee Cole
  - 1. Abolish Principal Fiscal Officer and Create and Fill Assistant Accounting Supervisor (102000002)
- C. Annual Vacancy Review Analysis (Info)

**9. COUNTY ADMINISTRATOR'S REPORT – RUTH DOYLE**

- A. Establishing a Standard Work Day for New York State Retirement System Reporting Purposes (Res)

**10. 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
- E. Highway/Solid Waste Committee (Denesha)
- F. Industrial Development Agency (Reagen)
- G. Recreational and Trails Advisory Board (Arquiett)
- 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)

**11. OLD AND NEW BUSINESS**

- A. Adopting Proposed Local Law B (No.\_\_\_\_) for the Year 2020, Amending Local Law D for the Year 2018, "Setting Policy on Acquisition and Sale of Tax Delinquent Property in St. Lawrence County" (Res)

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

**12. EXECUTIVE SESSION**

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

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

**13. ADJOURNMENT** – If there is no further business.

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Finance Committee: 8-24-2020

RESOLUTION NO. \_\_\_\_\_

**AUTHORIZING THE CHAIR TO SIGN AN AGREEMENT WITH THE NEW YORK POWER AUTHORITY FOR THE INSTALLATION OF A CULVERT ON COUNTY ROUTE 39 TO FACILITATE THE SMART PATH MOSES-ADIRONDACK TRANSMISSION LINES PROJECT AND TO MODIFYING THE 2020 BUDGET FOR THE DEPARTMENT OF HIGHWAYS**

By Mr. Acres, Chair, Finance Committee

**WHEREAS**, the New York Power Authority (NYPA) is managing the Smart Path Moses-Adirondack Transmission Lines Project, and

**WHEREAS**, the New York State Department of Environmental Conservation (NYS DEC) has expressed concerns over the impact of construction on animal passage in the area, and

**WHEREAS**, in efforts to facilitate the project, the NYPA has agreed to reimburse the Department of Highways for expenses to construct a culvert on County Route 39 in the Town of Louisville to alleviate the impact on animal passage,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign an agreement with the New York State Power Authority for the installation of a culvert on County Route 39 to facilitate the Smart Path Moses-Adirondack Transmission Lines Project, upon approval of the County Attorney, and

**BE IT FURTHER RESOLVED** that the Treasurer is authorized to modify the 2020 Budget for the Department of Highways, as follows:

**INCREASE APPROPRIATIONS:**

HM551104 454BS C4	H Misc Bridge Supplies C4	\$10,000
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**INCREASE REVENUE:**

HM027705 55000	H LR MR Other Revenues	\$10,000
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September 14, 2020

Finance Committee: 8-24-2020

RESOLUTION NO. \_\_\_\_\_

**APPROVING NEW YORK STATE DEPARTMENT OF TRANSPORTATION  
SUPPLEMENTAL AGREEMENT #1 FOR FINAL DESIGN FOR BROWN'S BRIDGE  
ROAD OVER RAQUETTE RIVER, BIN 3221560, PIN 775380**

By Mr. Acres, Chair, Finance Committee

Authorizing the Implementation, and Funding in the First Instance 100% of the Federal Aid and State "Marchiselli" Program-Aid Eligible Costs, of a Transportation Federal-Aid Project, and Appropriating Funds Therefore

**WHEREAS**, a project for Final Design for the Brown's Bridge Road over the Raquette River, BIN 3221560, PIN 775380 (the "Project") is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs such program to be borne at the ratio of ninety-five percent (95%) federal funds and five percent (5%) non-federal funds, and

**WHEREAS**, the Board of Legislators wants to advance the above project by making a commitment of one-hundred percent (100%) of the federal and non-federal share of the costs of Final Design,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators approves New York State Department of Transportation Supplemental Agreement #1 for final design for Brown's Bridge Road over Raquette River, BIN 3221560, PIN 775380, and

**BE IT FURTHER RESOLVED** that the Board of Legislators hereby authorizes the Treasurer to pay in the first instance one-hundred percent (100%) of the Federal and non-federal share of the cost of Final Design for the Project or portions thereof, and

**BE IT FURTHER RESOLVED** that all necessary funds have been appropriated pursuant to the 2020 St. Lawrence County Budget (HM299509 90600) and made available to cover the cost of participation in the above phase of the Project, and

**BE IT FURTHER RESOLVED** that in the event the full Federal and non-federal share costs of the project exceeds the amount appropriated above, the Board of Legislators shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the New York State Department of Transportation thereof, and

**BE IT FURTHER RESOLVED** that the Board of Legislators authorizes the Chair to execute all necessary Agreements, certifications or reimbursement requests for available Federal Aid and/or State "Marchiselli" Aid on behalf of the St. Lawrence County Board of Legislators with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of Project costs and permanent funding of the local share of federal-aid eligible projects costs and all project costs with appropriations therefore that are not so eligible, and

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**BE IT FURTHER RESOLVED** that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project, and

**BE IT FURTHER RESOLVED** that this resolution shall take effect immediately.

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Finance Committee: 8-24-2020

RESOLUTION NO. \_\_\_\_\_

**MODIFYING THE 2020 BUDGET FOR THE DEPARTMENT OF HIGHWAYS  
FOR REVENUE RECEIVED FROM THE ST. LAWRENCE COUNTY  
SOIL & WATER CONSERVATION DISTRICT FOR CULVERT REPLACEMENT ON  
COUNTY ROUTE 49 IN THE TOWN OF NORFOLK**

By Mr. Acres, Chair, Finance Committee

**WHEREAS**, the Department of Highways has a planned culvert replacement in 2020 for a large culvert, County Route 49 in the Town of Norfolk, and

**WHEREAS**, replacing the existing culvert pipe with larger pipe has the added benefit of improving aquatic life passage, and

**WHEREAS**, the St. Lawrence County Soil and Water Conservation District has agreed to provide the Department of Highways with \$18,000 to offset the cost of pipe and installation materials,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Treasurer to modify the 2020 Budget for the Department of Highways for revenue received from the St. Lawrence County Soil & Water Conservation District for culvert replacement on County Route 49 in the Town of Norfolk, as follows:

**INCREASE REVENUE:**

HM027705 55000	H LR MR Other Revenues	\$18,000
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**INCREASE APPROPRIATIONS:**

HM551104 454BS C7	Miscellaneous Bridge Sup C7	\$18,000
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Finance Committee: 8-24-2020

RESOLUTION NO. \_\_\_\_\_

**MODIFYING THE 2020 BUDGET FOR THE WORKFORCE INNOVATIVE OPPORTUNITY ACT (WIOA) FOR ADDITIONAL FUNDING**

By Mr. Acres, Chair, Finance Committee

**WHEREAS**, the Notice of Authorization PY 19-4 was issued and represented the balance of funding available for Program Year 2019, and

**WHEREAS**, the Notice of Authorization included an increase of funding, and

**WHEREAS**, the increase was the result of Secretary of Labor decreasing the amount of funds that were planned to be set aside for program integrity and evaluation purposes, and

**WHEREAS**, the Local Workforce Development Board authorized, with resolution number 20-F03-15, to accept the change in the funding levels,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Treasurer to modify the 2020 Budget for the Workforce Innovative Opportunity Act (WIOA) for additional funding, as follows:

**INCREASE APPROPRIATIONS:**

UA962924 461TU	Tuition Fees	\$988
UC962924 461PW OOS	Work Experience Wage	1,359
UE962924 461TU	Tuition Fees	111
UG962901 12000	Supervisory/Administrative	<u>273</u>
		\$2,731

**INCREASE REVENUE:**

UA947905 57000	Adult Revenue	\$988
UC947905 57000	Youth Revenue	1,359
UE947905 57000	Dislocated Worker Revenue	111
UG947905 57000	Administrative Pool Revenue	<u>273</u>
		\$2,731

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



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Finance Committee: 8-24-2020

RESOLUTION NO. \_\_\_\_\_

**MODIFYING THE 2020 BUDGET FOR WORKFORCE INNOVATIVE OPPORTUNITY ACT (WIOA) FOR DISLOCATED WORKER AND ADMINISTRATION**

By Mr. Acres, Chair, Finance Committee

**WHEREAS**, the Notice of Authorization PY 19-6 was issued and represented the balance of funding available for Program Year 2019, and

**WHEREAS**, the Notice of Authorization included an increase of funding for Dislocated Worker and Administration, and

**WHEREAS**, the increase was the result of funds being recaptured from Puerto Rico of unobligated PY18 funds in excess of twenty percent (20%) of their allotment, and

**WHEREAS**, the Executive Committee of the Local Workforce Development Board authorized, with resolution number 20-G24-17, to accept the change in the funding levels,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Treasurer to modify the 2020 budget for the Workforce Innovative Opportunity Act (WIOA) for dislocated worker and administration, as follows:

**INCREASE APPROPRIATIONS:**

UE962924 461TU	Tuition Fees	\$514
UG962901 12000	Supervisory/Administrative	<u>57</u>
		\$571

**INCREASE REVENUE:**

UE947905 57000	Dislocated Worker Revenue	\$514
UG947905 57000	Administrative Pool Revenue	<u>57</u>
		\$571

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

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Finance Committee: 8-24-2020

RESOLUTION NO. \_\_\_\_\_

**AUTHORIZING THE INCLUSION OF OFFICERS OF THE ST. LAWRENCE COUNTY FIRE TRAINING FACILITY, INC. AS INSUREDS IN THE ST. LAWRENCE COUNTY WORKERS' COMPENSATION SELF-INSURANCE PLAN**

By Mr. Acres, Chair, Finance Committee

**WHEREAS**, in 1956, the Board of Legislators passed Local Law No. 1 which established the St. Lawrence County Workers' Compensation Self-Insurance Plan, and

**WHEREAS**, since its inception, the Plan has included various towns, villages, and volunteer firefighters as covered insureds, and

**WHEREAS**, the Officers of the St. Lawrence County Fire Training Facility, Inc., have requested to be included in the Plan as a covered entity of the St. Lawrence County Self-Insurance Plan, and

**WHEREAS**, the St. Lawrence County Fire Training Facility, Inc. was solely created to act as an organization to provide training to various fire units, both paid and volunteer, through the County, and

**WHEREAS**, the ten (10) volunteer officers of the organization are currently covered by the Plan at the site when they are performing volunteer fireman services, but they are not insured when they are merely providing support to the organization in the form of ground maintenance and clerical functions, and

**WHEREAS**, the County contracts annually with the St. Lawrence County Fire Training Facility, Inc., to provide priority access to the facility and training of the participants of the St. Lawrence County Self-Insurance Plan, and

**WHEREAS**, pursuant to Workers' Compensation Law § 62, the definition of a "participant" in a self-insurance plan may include "any contract agency or contract association with the approval of the county government," and

**WHEREAS**, the Board of Legislators wants to provide workers' compensation coverage for the Officers of the St. Lawrence County Fire Training Facility, Inc. under the apportionment of the County starting January 1, 2021,

**NOW, THEREFORE, BE IT RESOLVED** the Board of Legislators authorizes the inclusion of Officers of the St. Lawrence County Fire Training Facility, Inc. as insureds in the St. Lawrence County Workers' Compensation Self-Insurance Plan.

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Finance Committee: 8-24-2020

RESOLUTION NO. \_\_\_\_\_

**ESTABLISHING A STANDARD WORK DAY FOR NEW YORK STATE  
RETIREMENT SYSTEM REPORTING PURPOSES**

By Mr. Acres, Chair, Finance Committee

**WHEREAS**, the New York State and Local Employees' Retirement System established 315.4, a new regulation on retirement reporting for elected and appointed officials which became effective August 12, 2009, and

**WHEREAS**, on August 19, 2015 there were revisions made to the regulations to help ensure elected and appointed officials receive appropriate service credit, and

**WHEREAS**, all newly elected or appointed positions that report to the New York State Retirement System are required to complete a 90-day log providing daily time worked and attest to its accuracy, and

**WHEREAS**, only officials who do not participate in the St. Lawrence County time-keeping system is required to be included on the standard workday resolution,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators establishes a standard work day for New York State Retirement System reporting purposes for the following elected and appointed officials:

Title	Name	Standard Workday	Term	Social Security Number (last 4 digits)	Registration Number	Tier 1 (Check only if member is Tier 1)	Record of Activities Result	Not Submitted (Check only if official did not submit ROA)
Legislator	Nicole Terminelli	6 hours	1/1/2019 – 12/31/2022	████	██████████		4.41	

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Finance Committee: 8-24-2020

RESOLUTION NO. \_\_\_\_\_

**ADOPTING PROPOSED LOCAL LAW B (NO.\_\_\_\_) FOR THE YEAR 2020,  
AMENDING LOCAL LAW D FOR THE YEAR 2018, “SETTING POLICY ON  
ACQUISITION AND SALE OF TAX DELINQUENT PROPERTY IN  
ST. LAWRENCE COUNTY”**

By Mr. Acres, Chair, Finance Committee

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

- Section 1. This local law shall supersede and repeal all prior local laws regarding the real property tax foreclosure proceeding.
- Section 2. Pursuant to Article 11 of the Real Property Tax Law, The St. Lawrence County Legislature hereby exercises the following options for the collection of delinquent taxes in St. Lawrence County.
- Section 3. A minimum fee of \$150 shall be charged to each parcel with delinquent taxes on June 1 of the year following the tax bill. This fee shall be used to cover the costs involved in tax foreclosure – primarily abstracting and legal fees.
- Section 4. The Tax Enforcement Officer is hereby empowered to take installment payments of delinquent taxes. Said installment payments shall have a payment term of 24 months with payments due every three months. The Tax Enforcement Officer shall add \$2 to all delinquent tax bills to cover the cost of notifying the taxpayer of this right. All Installment Agreements shall be entered into on or before September 30 of the year in which the tax becomes a lien. The Tax Enforcement Officer shall collect 25% of the tax due at the time the tax payer signs the Installment Payment Agreement. The remaining seven installments are payable every quarter, with the first one due on December 1, following the Installment Agreement.
- Section 5. The Tax Enforcement Officer, who is the County Treasurer, is hereby authorized to accept a deed in lieu of enforcement of collection of delinquent taxes under Article 11.
- Section 6. Except where prohibited by state law, prior owners will be permitted to purchase property acquired by the County in foreclosure for the amount of the back taxes, plus any assessed penalties, interest, and fees, no less than thirty days prior to the tax sale auction.
- Section 7. All property acquired by the County pursuant to Article 11, shall be sold in one of the following manners: a.) at a public auction held on the second Saturday in September of the auction year, b.) at a properly advertised private sale subject to approval by the St. Lawrence County Board of Legislators, or c.) at such date and in such manner as established by a validly

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issued Administrative Order, a validly issued Executive Order, subsequent superseding State statute, or valid order of a Court with jurisdiction over the matter. Such sales may also be held online if deemed necessary by the County Treasurer.

- Section 8. The County sells only its lien and interest, does not warrant title, and will convey only by quitclaim deed. No abstracts will be provided.
- Section 9. Any fees associated with the auction and conveyance of properties sold at public auction, to include auctioneer fees, buyer's premium, advertising fees, and recording fees will be the responsibility of the bidder.
- Section 10. At a public auction, the highest bidder must tender twenty percent (20%) of the bid or a fifty dollar (\$50.00) deposit, whichever is greater. In addition, the highest bidder is responsible for any buyer's premium, auctioneer fees, and possible advertising fees payable by certified check, money order, cash or credit card. The balance is due within thirty (30) days, also payable by certified check, money order, cash or credit card. Confirmation of the sale by the St. Lawrence County Board of Legislators is unnecessary for Article 11 properties sold at public auction. The County must sell to the highest bidder unless the highest bidder defaults. Upon default of the highest bidder, the deposit will be forfeited, and the County reserves the right to accept the bid of the second highest bidder.
- Section 11. The former owner, and any other person who may be acting as an agent of the former owner, whether disclosed or undisclosed, is strictly prohibited from bidding at the auction.
- Section 12. Any bidder who owns property in St. Lawrence County and is delinquent in their taxes shall be prohibited from bidding at the auction. The term delinquent is defined as prior year tax delinquency. No other person who may be acting as an agent of this bidder shall be allowed to bid at the auction.
- Section 13. For properties with actual or suspected environmental contamination, application may be made to the Court in an effort to gain "Temporary Incidence of Ownership", granting St. Lawrence County the legal authority to enter such property and conduct an environmental investigation to determine the nature and extent of any environmental contamination which may exist at the property and the cost for addressing such contamination.
- Section 14. The costs to St. Lawrence County associated with addressing actual or suspected environmental contamination of a property, including investigative, cleanup and legal costs, may be charged to the assessed owner and included on the tax assessment roll. The prior owner shall have the right to redeem their property up until 30 days prior to the tax sale auction; however, such payment to redeem shall include all costs associated with addressing environmental contamination of a property funded by St. Lawrence County, including any investigative, cleanup and legal costs.

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Section 15. This local law shall take effect immediately upon filing with the Secretary of State.