

ORGANIZATIONAL SESSION

TUESDAY, JANUARY 2, 2024

Board Clerk Hagemann called the meeting to order at 6:00 p.m.

ROLL CALL OF MEMBERS

All members present except Legislator Cantwell.

County Clerk Gizelle Meeks conferred the Oath of Office on Board Members.

Board Clerk Hagemann asked for nominations from the floor for Chairman of the Board of Legislators for the 2024-2025 term.

Legislator Montigelli placed in nomination the name of District 2 Legislator William Johnson saying that Legislator Johnson served as Chairman for the last two years during a trying time and his expertise, skill and management style was appreciated. Legislator Nabywaniec said that both as Vice Chair and Chairman Legislator Johnson has seen the good times and bad that we face and has been a calm, steady voice during those times, and it is his honor and privilege to second the nomination. There being no other nominations for Chairman, the Board unanimously voted Legislator William Johnson as Chairman of the Board for the 2024-2025 term. County Clerk Meeks conferred the Oath of Office on Chairman Johnson.

Chairman Johnson thanked everyone for their continued support saying that is it very humbling to sit in the Chairman seat, but he looked forward to working with this great group of legislators for the next two years.

Chairman Johnson asked for nominations for Vice Chairman of the Board of Legislators for the 2022-2023 term.

Legislator Ferris placed in nomination the name of District 9 Legislator Patrick Jareo saying that Legislator Jareo has worked very hard for the County for the last two years as Vice Chair, has been a great leader, a good friend, a good intermediary, and has been part of the storm that the Chairman has to occasionally calm, which he believes to be a good thing. Legislator Doldo seconded the nomination saying that Legislator Jareo works well with everyone on the Board and has supported the legislators and the Chairman well over the last two years. There being no further nominations, the Board unanimously voted Legislator Patrick Jareo as Vice Chairman of the Board for the 2024-2025 term. County Clerk Meeks conferred the Oath of Office on Vice Chairman Jareo.

PRIVILEGE OF THE FLOOR

No one present wished to address the Board.

READING OF MINUTES OF LAST SESSION, IF REQUESTED

The minutes of the December Session and December Special Session stand approved in the

absence of objection or correction.

PRESENTATION OF PETITIONS, NOTICES AND COMMUNICATIONS

Letters were received from Chairman Johnson recommending the appointments of Jason Widrick as Stop DWI Coordinator, David Pavey as Veterans Services Director, and Cheryl Mayforth as Employment & Training Director.

A letter was received from Clerk of the Board Robert Hagemann appointing Sarah Baldwin as Deputy Clerk of the Board.

REPORTS OF COUNTY OFFICERS AND OTHER

The County Treasurer provided a report on Investments and Cash in Banks as of November 30, 2023.

The County Administrator provided a report on Budget Transfers for the month of December, 2023.

LOCAL LAWS, RESOLUTIONS AND MOTIONS

Chairman Johnson entertained a motion to waive the Standing Rules to permit the introduction of the following resolutions for consideration. The motion was duly made by Legislator Montigelli seconded by Legislator Reed and unanimously carried.

Resolution No. 1

Adoption of Standing Rules

By Legislator: John D. Peck

Resolved, That the Standing Rules previously governing the Jefferson County Board of Legislators be and the same hereby are rescinded, and be it further

Resolved, Pursuant to Section 153, Subdivision 8 of the County Law, the following Standing Rules, submitted and this day presented for action are hereby adopted as the Standing Rules of the Jefferson County Board of Legislators until rescinded, subject however to amendments hereafter duly adopted:

ARTICLE I - MEETINGS

Rule 1. All meetings of and public hearings before the Board of Legislators shall be held in Watertown, New York, the County Seat, provided that the Board may change the place of meeting or the place for a public hearing to another location within the County with an affirmative vote of at least three-quarters of the total membership of the Board. (County Law Section 152, sub 4).

Rule 2. All meetings of the Board of Legislators shall be public, provided that the Board may meet in executive session when authorized by law. (County Law Section 152, sub 3).

Rule 3. Any meeting of the Board of Legislators may be adjourned from time to time. (County Law Section 152, sub 3).

Rule 4. The Board of Legislators shall bi-annually by resolution duly adopted during the month of December in each odd-numbered year, fix the date and time of the meeting to organize the Board on or before the 8th day of the following month of January. (County Law Section 151, sub 1, Local Law No. 2 of 1968)

Rule 5. The Board of Legislators shall, in addition to meeting to organize the Board, hold regular meetings on the first Tuesday of the month at 6:00 p.m., except when such day falls on a legal holiday, the meeting shall be held on the Tuesday following, unless otherwise fixed by motion duly adopted at the previous meeting. In each odd numbered year the Board shall hold a regular meeting on the first Tuesday in January at 6:00 p.m., unless otherwise fixed by motion duly adopted at the previous session. Each Standing Committee shall, during January of each year, designate the date, time, and place for regular meetings. In the event that the time, date or place of any Board or committee meeting is changed, notice of such change shall be given by the Clerk in the manner required by law. (County Law Section 152, sub. 1).

Rule 6. The Annual Session of the Board of Legislators shall commence at 6:00 p.m. on the first Tuesday after the General Election in November of each year and continue by adjournment until the business of the Board is completed.

Rule 7. Special meetings of the Board of Legislators shall be held at the call of the Clerk of the Board upon direction of the Chairman of the Board, or at the call of the Clerk of the Board upon direction of the Vice Chairman provided that upon convening a majority of the members of the board pass a resolution ratifying such call, or upon written request signed by a majority of the members of the Board. Notice in writing of a special meeting of the Board stating the time, place, and purpose of the special meeting shall be served personally or by mail upon each member by the Clerk of the Board at least 48 hours before the date fixed for holding the meeting. Only business specified in the notice thereof shall be transacted at such a special meeting of the Board. (County Law Section 152, sub. 2).

ARTICLE II - ORGANIZATION

Rule 8. The members of the Board of Legislators shall organize the Board and select a Chairman and Vice Chairman on or before the 8th day of January in each even numbered year in accordance with Local Law 2 of the year 1968. (County Law Section 151, sub1)

Rule 9. The Clerk of the Board shall serve upon each member a notice stating the date, time, and place of each meeting to organize the Board and that a Chairman and Vice Chairman will then be selected. The notice shall be in writing and shall be served by mail addressed to each member at his last known post office address at least 48 hours before the date of the meeting. (County Law Section 151, sub1)

Rule 10. In the event of death, inability, or failure of the Clerk of the Board to call such organization meetings or to serve notices, the County Clerk of the County shall call the meeting to organize the Board and select a Chairman on or before the 15th day of January following. Notice of such a

meeting shall be served by the County Clerk in a like manner and time provided for serving of notice by the Clerk of the Board of Legislators in Rule 9. (County Law Section 151, sub2)

Rule 11. At such organization, the Clerk of the Board shall call the members to order and they shall select a Chairman and a Vice Chairman by simple majority whose term will expire at the end of the next odd numbered calendar year. (County Law Section 151, sub 3, and 4, Local Law No. 2 of 1968)

Rule 12. In the event a Chairman or Vice Chairman is not selected at such organization meeting, he shall be selected at an adjourned meeting not later than the 1st of February. (County Law Section 151, sub 3, Local Law No. 2 of 1968)

Rule 13. In the event of failure of the Board of Legislators to select a Chairman on or before the 1st of February, the County Clerk of the County shall appoint a member of the Board as Chairman who will serve until the end of the odd numbered year. (County Law Section 151, sub 5, Local Law No. 2 of 1968)

Rule 14. At the organization meeting, or adjourned session thereof, the Board of Legislators shall appoint a Clerk of the Board and may appoint such other officers as whose terms have expired.

ARTICLE III - RULES OF PROCEDURE

Rule 15. The power of the County, whether in terms vested in the county or in the Board of Legislators shall, except as otherwise expressly provided, be exercised through local law or resolution duly adopted by the Board. (County Law Section 153, sub 1)

Rule 16. A majority of the whole of the members of the Board of Legislators shall constitute a quorum for the transaction of the business, but a less number may adjourn. (County Law Section 153, sub 2)

Rule 17. The terms “whole number of the members of the Board” and “whole number of its membership” as used in these rules, shall be construed to mean the total number which the Board of Legislators would have were there no vacancies and were none of the Legislators disqualified from acting. (County Law Section 153, sub 9)

Rule 18. Subject to the restrictions provided in these rules or law, the Board of Legislators shall have power to amend, repeal, or supersede any local law or resolution theretofore adopted. (County Law Section 153, sub 6)

Rule 19. Any motion to suspend a rule shall require for passage a two-thirds vote of the whole number of the members of the Board at a regular or special meeting of the Board, except that rules of procedure prescribed by a state or county law and Rule 67 shall not be subject to suspension.

Rule 20. Whenever in these rules or law the Board of Legislators is authorized or required to act, and no proportion of the voting strength for such action is otherwise prescribed, such action shall be taken by the affirmative vote of a majority of the total membership of the Board. (County Law Section 153, sub 4)

Rule 21. All resolutions shall become effective upon their adoption, or as otherwise provided by these rules or other laws or as specified in the resolution. (County Law Section 153, sub 5)

Rule 22. The Chairman of the Board shall be the presiding officer. He shall call the Board to order, and except in the absence of quorum, proceed to conduct business in the manner prescribed by these rules.

Rule 23. In the absence of the Chairman of the Board, the Vice Chairman shall preside over each duly constituted meeting of the board and shall have and exercise all the powers and duties of the Chairman at any meeting over which he is called to preside. In addition, the Vice Chairman shall have all the powers and duties of the Chairman of the board, except the appointment of the members and the chairmen of committees, when: (a) when the Chairman transmits to the Clerk of the Board a statement that he is temporarily unable to perform the duties of his office, until such time as he thereafter transmits a statement to the said Clerk that such inability no longer exists; (b) when the Chairman has been determined by an attending medical doctor to be temporarily incapacitated to perform the duties of his office; until such time as said physician determines that such temporary incapacity no longer exists; (c) when the Chairman is physically absent from the county and the Sheriff of the county transmits a statement to the Clerk of the Board that an immediate and significant threat to public safety necessitates the exercise of the powers and duties of the Chairman by the Vice Chairman until the return of the Chairman to the county. During any of the foregoing periods of time, the powers and duties authorized to the Vice Chairman shall not be exercised by the Chairman. The Vice Chairman shall perform such additional duties as requested by the Chairman to assist the Chairman, not inconsistent with law or these standing rules. The Vice Chairman shall receive no additional compensation unless he shall act as Chairman in excess of thirty (30) consecutive days after assuming the duties of Chairman.

Rule 24. In the absence of the Chairman at any meeting of the Board of Legislators, the Vice Chairman shall call the Board to order. In the absence of both the Chairman and Vice Chairman, the Clerk of the Board shall, after 15 minutes, call the Board to order and the members present and voting shall select a member of the Board to serve as Acting Chairman during such meeting. The Acting Chairman shall have and exercise all the powers and duties of the Chairman at the meeting over which he is called to preside. (County Law Section 151, sub 6).

Rule 25. In the case of a vacancy in the office of the Chairman, the Clerk of the Board of Legislators shall call a meeting of the members of the Board upon like notice as provided in Rule 9 within a period of one week following the occurrence of such vacancy at which a successor shall be selected Chairman, who shall be a member of the Board. The person so selected shall serve as Chairman of the Board for the unexpired term of the previous Chairman. In the event of the failure of the Board to select such Chairman within thirty days after the vacancy shall have occurred, the County Clerk of the County shall appoint a member of the Board as Chairman who shall serve for the unexpired term of the previous Chairman. In the case of a vacancy in the office of the Chairman, the Vice Chairman shall have all the powers and duties of the Chairman of the Board, except the appointment of the members and the chairmen of committees, until such time as a successor Chairman is selected, or for the unexpired term of the Chairman, whichever is shorter. (County Law Section 151, sub 7)

Rule 26. In the case of a vacancy in the Office of Vice Chairman, the Clerk of the Board of Legislators shall accept nominations to select a successor at the next meeting of the Board of

Legislators. The person so selected shall serve as Vice Chairman of the Board for the unexpired term of the previous Vice Chairman.

Rule 27. If as the result of an attack, actual or imminent, or series of attacks by an enemy or foreign nation upon the United States, the Chairman of the Board, or in his absence the Vice Chairman, is unable to discharge the powers and duties of his office, or is absent from the County, then the member of the Board longest in service shall act as Chairman during such disability or absence. Should such member longest in service be unable to discharge the powers and duties of Chairman, or is absent from the County, the member next longest in service shall act as Chairman during such disability or absence; and such progression shall continue so long as such disability or absence continues as there be members to act as Chairman. Such person shall have for such period the same powers and duties and be subject to the same duties and limitations as the regularly elected Chairman of the Board. A member of the Board acting as Chairman under the aforesaid circumstances shall not receive the salary of the Chairman while acting, nor shall he receive any compensation for so acting, other than the salary of his office as a member of the Board. Should two or more members of the Board, able to so act have the same length of service as such members, the one to act as Chairman shall be selected by lot. (Local Law No. 2 of the Year 1962).

Rule 28. The Chairman shall preserve order and decorum and decide all questions of order, which decisions shall be final unless an appeal is taken by the Board. On an appeal from the decision of the Chairman, he shall have the right in his place to assign his reason for his decision.

Rule 29. All questions relating to the priority of business, that is the priority of one question or subject matter over another under the same order of business, shall be decided without debate by the Chairman.

Rule 30. Any member desiring to speak or present any subject matter to the Board shall address the Chair, and shall not proceed until recognized by the Chair and awarded the floor for such purpose .

Rule 31. Persons not members of the Board may, with the consent of the Chairman, be permitted to speak in regard to matters pending the Board.

Rule 32. When the Chairman desires to speak from the floor on any pending matter, the Vice Chairman shall serve as acting Chairman, provided that, in the absence of the Vice Chairman, the Chairman, with the permission of the Board, may designate an acting Chairman to preside. The acting Chairman shall preside until the Board disposes of the question on the floor.

Rule 33. Any member being called to order shall take his seat and remain therein until the Board determines the point raised, and if the call shall be sustained, he shall not further proceed except in order and by permission of the Board.

Rule 34. While a motion is under debate, no member shall speak for more than five minutes on the question, without leave of the Chairman.

Rule 35. All resolutions and local laws shall have a sponsor and at least one second and shall be reduced to writing. Resolutions and local laws not originating from a committee having jurisdiction over a particular matter shall be filed with the Clerk of the Board and immediately referred to the

proper jurisdictional committee or committees by the Clerk of the Board. No resolution or local law shall be finally acted upon by the Board without first complying with Rule 60 of these Rules.

Rule 36. Upon request of any member of the Board of Legislators any amendment to a resolution or local law shall be reduced to writing.

Rule 37. Each local law or resolution shall have a title prefixed, concisely stating the contents. (County Law Section 153, sub 3)

Rule 38. All resolutions and local laws which have met the requirements of Rules No. 35, 37, and 60 of these Standing Rules shall be filed with the Clerk of the Board no later than six days before the session at which they are able to be presented except in the case of a special meeting or adjourned session of annual session when all resolutions and local laws shall be filed no later than two days before they are presented. All resolutions and local laws so filed shall be postmarked or caused to be delivered by the Clerk of the Board to the members of the Board five days before the session of annual session or an adjourned session of annual session, in which case he shall postmark or cause to be delivered all such resolutions and local laws at least two days before the special session or adjourned annual session at which they are to be offered.

Rule 39. At each meeting of the Board, the Clerk of the Board shall read the title of all resolutions and local laws filed and mailed in accordance with Rule 38, except that upon the request of a member of the Board a resolution or local law shall be read in its entirety.

Rule 40. The Chairman of the Board shall refer questions from members of the Board concerning any matter at hand to such other member or County Officer as he deems appropriate for explanation.

Rule 41. The order of business of each session of the Board shall be as follows:

1. Roll call of members.
2. Public Hearings
3. Privilege of the floor.
4. Reading of the minutes of the last session, if requested.
5. Presentation of petitions, communications and notices.
6. Reports of Standing Committees.
7. Reports of Special Committees.
8. Reports of County Officers and others.
9. General orders of the day.
10. Local Laws, resolutions and motions.
11. Unfinished business.
12. Adjournment.

Rule 42. Reading of the minutes of the previous session shall be dispensed with unless requested. In an absence of objections or correction the minutes shall stand approved without formal motion.

Rule 43. After a resolution or motion is stated by the Chairman, it shall be deemed to be in possession of the Board, but may be withdrawn at any time with the consent of the Board, before a decision is made or any amendment adopted. Unless prohibited by law, upon unanimous consent,

the Board may consider and vote upon several resolutions together as a block.

Rule 44. When a question shall be under consideration, no motion shall be received except as herein specified, which motion shall have precedence in the following order:

1. Adjourn (undebatable)
2. Take a recess (undebatable)
3. Lay on the table (undebatable)
4. For the previous question (undebatable)
5. Limit debate (undebatable)
6. Refer (debatable)
7. Amend (debatable)
8. Postpone consideration (debatable)

Rule 45. No motion for the reconsideration of the vote upon any question shall be entertained unless moved by one who voted in the majority upon such question, and unless such motion be made within 72 hours after adjournment of the meeting at which the vote on the question was taken. When a motion for the reconsideration of any question has been made and decided, there shall be no further consideration of the same resolution.

Rule 46. Any resolution similar in content or intent to one defeated by the Board shall require a two-thirds vote for passage if introduced at either of the next two regular sessions of the Board following that session at which the subject resolution was defeated.

Rule 47. A roll call vote shall be taken by the Clerk of the Board when required by law or upon the request of any member of the Board. (County Law Section 153, sub 4)

Rule 48. For the purposes of roll call votes, members of the Board shall be called upon to vote in random order with the Chairman of the Board always voting last.

Rule 49. Roll call votes shall be completed before any other action is taken.

Rule 50. Every member of the Board of Legislators will vote on all questions when his name is called unless he recuses himself due to an actual or potential conflict of interest.

Rule 51. All resolutions and local laws entered into the minutes shall record the names of those members of the Board voting in the minority and those not voting by reason of being excused or absent.

ARTICLE IV - COMMITTEES

Rule 52. The Chairman of the Board shall be an ex-officio member of all standing and special committees of the Board of Legislators, shall have the right to participate in all functions of such committees, and shall be counted in determining the presence of a quorum of such committees, provided, however, that the Chairman of the Board may only vote in matters before a committee in order to provide a majority vote. (County Law Section 450, sub 1)

Rule 53. The Chairman of the Board shall appoint the members and the chairman of all standing committees within ten days following his election. He shall also appoint the members and designate the chairman of all special committees or subsequently created standing committees within ten days following creation thereof. (County Law Section 154, sub 3).

Rule 54. Any vacancy occurring on any standing or special committee shall be filled by the Chairman of the Board within thirty days after such vacancy occurs. In the event such vacancy occurs in the position of committee chairman, the Chairman of the Board shall appoint a new committee chairman.

Rule 55. Neither the chairman nor any other member of a standing committee shall be removed during the term for which the committee was appointed without his prior consent.

Rule 56. The members of all Standing Committees shall be appointed for the duration of their term on the Board. Nothing herein shall be construed to allow any person to continue to serve on any committee after he has ceased to be a member of the Board.

Rule 57. The Board may from time to time create Special Committees. Any resolution creating a Special Committee shall specify the power and duties of the committee and the number of its members. Each member of any special committee shall serve for the period specified in such resolution but in no event longer than the term for which he shall have been elected as a legislator. The Chairman of the Board may from time to time establish ad hoc committees consisting of members of the Board appointed by him to advise him and the Board on a single particular project or topic. Such committees shall report their findings and recommendations to the Chairman of the Board, and the full Board. Such ad hoc committees shall exist for the duration of the specific project or topic only, and in no event for a period exceeding the term of the Board in which such ad hoc committee is established. Recommendations of such ad hoc committees may be addressed by the Board in accordance with the provisions of these Standing Rules. (County Law Section 154, sub 2).

Rule 58. Standing Committees shall consist of seven members each, exclusive of the Chairman of the Board of Legislators. The presence of a majority of committee members inclusive of the Chairman of the Board shall constitute a quorum for the purposes of conducting committee business.

Rule 59. Each Standing or Special Committee shall perform the duties as required by law, as so designated by these Rules, or where both are silent, as assigned by the Chairman of the Board of Legislators.

Rule 60.

A. No matter except the appointment of officers, memorial resolutions, and resolutions offered pursuant to Rule 57 or 61 of these Standing Rules may be acted upon by this Board unless it has been reported out of each committee having jurisdiction over the subject matter in accordance with Rule 60B, or has been withdrawn from each such jurisdictional committee pursuant to Rule 61.

B. Each jurisdictional committee may report out of committee to the Board all resolutions and local laws which have been referred to that committee in accordance with these Rules. Any such report on

a resolution or local law referred to a jurisdictional committee shall recommend to the Board either (a) approval, (b) rejection, or (c) consideration. Any such report shall require a vote of four members of such committee. Reports issued pursuant to this Rule 60 may contain such analysis and information as the members of the committee voting to forward such report to the Board may agree. In addition, in lieu of reporting a resolution or local law out of committee as provided herein, in the event that a resolution is sponsored and seconded by members of a jurisdictional committee at a meeting of that jurisdictional committee, and approved by a vote of four members of that jurisdictional committee, the approved resolution shall be considered as a report by the jurisdictional committee recommending approval of the resolution or local law by the Board. If a resolution is sponsored and seconded by members of a jurisdictional committee at a committee meeting, and does not receive approval of at least four members of said committee, the resolution shall be treated as a resolution referred to such committee, and the committee may report the resolution or local law out of committee to the Board in accordance with this Rule 60B.

C. Any proposed resolution or local law referred to a jurisdictional committee which is neither reported out of Committee in accordance with Rule 60B, nor removed from the Committee in accordance with Rule 61 within 120 days after its referral to the proper jurisdictional committee pursuant to Rule 35 shall expire, and shall not be subject to further consideration without reintroduction pursuant to the Rules.

Rule 61. Upon the expiration of 90 days following the date of referral of a resolution or local law to a Standing Committee pursuant to Rule 35 of the Standing Rules and upon a majority vote of the whole number of the members of the Board, any matter entrusted by the rules, or otherwise to any committee, may be withdrawn from consideration of such committee to be considered by the Board or referred to a special committee appointed in such manner as the resolution withdrawing such manner shall direct.

Rule 62. The Chairman of each Standing or Special Committee shall be the presiding officer and shall cause the members thereof to be notified in advance of each meeting. The committee Chairman shall call all necessary meetings. Upon his refusal or neglect to call any meeting, the Clerk of the Board upon written request signed by the Chairman of the Board or by a majority of the committee, shall call such meeting. The scheduling of regular meetings of the committee shall follow the procedures outlined in Rule 5 of these rules.

Rule 63. Committee reports approved in accordance with Rule 60 shall be filed with the Clerk of the Board, and mailed at the time and in the manner specified in Rule No. 38.

Rule 64. There shall be the following Standing Committees of the Board, and their duties shall be as required by law, as directed herein below, or, where both are silent, as directed by the Chairman of the Board.

A. HEALTH & HUMAN SERVICES

Within the jurisdiction of this committee shall fall all issues arising out of the following departments or divisions:

Office for the Aging

Community Services
Public Health
EMS
Medical Examiner
Social Services
Veterans Service Agency
Youth

and all other related matters referred to the committee.

B. GENERAL SERVICES

Within the jurisdiction of this committee shall fall all issues arising out of the following departments or divisions:

Airport
Buildings and Grounds
Code Enforcement
District Attorney
Dog Control
Highway
Recycling/Waste Management
Fire & Emergency Management & E-911
Planning
Probation
Public Defender
Sheriff
Weights and Measurements

as well as County owned or leased buildings and property, and all other matters referred to the committee.

C. FINANCE AND RULES

Within the jurisdiction of this committee shall fall issues arising from all authorized agencies, and the following departments or divisions:

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| Administration | Human Resources |
| Budget | Information Services |
| Clerk of the Board | Insurance |
| County Attorney | Jefferson Community College |
| County Auditor | Purchasing |
| County Clerk | Central Printing/Supplies |
| Records Management | Real Property Tax Services |
| Board of Elections | County Treasurer |
| Employment & Training | |

as well as borrowing and indebtedness; external audit; taxation; review of the tentative budget; rules of procedure; intergovernmental relations; legislators' expenses; resolutions and local laws involving the appropriation or expenditure of funds; apportionment of the Board or structures of the government; employee contract negotiations; creation and abolition of positions; retirement; as well as the occupancy tax and all other issues, agencies and advisory boards pertaining to tourism, agriculture, natural resources and economic development, and all other related matters referred to the committee.

ARTICLE V - MISCELLANEOUS

Rule 65. The Clerk of the Board shall perform such duties as directed by the Chairman and shall serve as secretary of all committees of the Board, provided that the Clerk of the Board may designate another county officer or employee as secretary with the approval of the Committee Chairman.

Rule 66. Each county officer required by law to make an annual report of the operation of his office for the preceding year shall file such report at the February session of the Board of Legislators. (County Law Section 406)

Rule 67. These rules may be amended with the approval of a two-thirds majority of the whole number of the members of the Board by adoption of a Resolution filed and mailed in accordance with Rule 38, except that rules prescribed by state or county law shall not be subject to amendment. To the extent that a state or county law which prescribes these Rules is amended, these Rules shall stand amended consistent with such amended statute or law without formal action by the Board of Legislators.

Rule 68. Except as otherwise provided by these rules or state or county law, Robert's Rules of Order shall apply.

Seconded by Legislator: Daniel R. McBride

All members present voted aye.

Resolution No. 2

Appointing Director of Office for the Aging

By Legislator: Michael A. Montigelli

Resolved, That pursuant to Section 204 of County Law and Section 66521.5 of Title 9 of the Official Compilation of New York State Codes, Rules and Regulations Bethany Munn be and is hereby appointed as Director of the Office for the Aging for a term to expire December 31, 2025.

Seconded by Legislator: Robert D. Ferris

All members present voted aye.

Resolution No. 3

Appointing Director of Aviation

By Legislator: Philip N. Reed, Sr.

Resolved, That pursuant to Local Law No. 1 of 2013, and Local Law No. 2 of 2022 Grant W. Sussey be and is hereby appointed Director of Aviation for a term to expire December 31, 2025.

Seconded by Legislator: James A. Nabywaniec

All members present voted aye.

Resolution No. 4

Appointing County Attorney

By Legislator: Corey Y. Grant

Resolved, Pursuant to Section 500 of County Law, David J. Paulsen be and is hereby appointed as County Attorney for the term of office for which the members of this Board were elected.

Seconded by Legislator: Anthony J. Doldo

All members present voted aye.

Resolution No. 5

Appointing County Auditor

By Legislator: Daniel R. McBride

Resolved, That, pursuant to Section 600 of the County Law, Kelly A. Davis be and is hereby appointed as County Auditor for a term to expire December 31, 2025, and pursuant to Section 401 of County Law is hereby authorized to appoint a Deputy County Auditor.

Seconded by Legislator: Robert D. Ferris

All members present voted aye.

Resolution No. 6

Appointing Budget Officer

By Legislator: Steel E. Potter

Resolved, That, pursuant to Section 351 of County Law, Robert F. Hagemann III be and is hereby

appointed as Budget Officer to serve during the pleasure of this Board.

Seconded by Legislator: Michael A. Montigelli

All members present voted aye.

Resolution No. 7

Appointing Clerk of the Board

By Legislator: Tina M. Bartlett-Bearup

Resolved, That, pursuant to Section 475 of the County Law, Robert F. Hagemann III be and is hereby appointed as Clerk of the Board of Legislators to serve during the pleasure of this Board and until a successor is appointed and has qualified.

Seconded by Legislator: Michael A. Montigelli

All members present voted aye.

Resolution No. 8

Approving Appointment of Director of Employment & Training

By Legislator: Philip N. Reed, Sr.

Resolved, That, pursuant to Local Law No. 1 of 1994, the appointment by the Chairman of this Board of Cheryl Mayforth to the Office of Director of Employment & Training for a term to expire December 31, 2025 be and is hereby approved.

Seconded by Legislator: Daniel R. McBride

All members present voted aye.

Resolution No. 9

Appointing Director of Fire & Emergency Management Services

By Legislator: Robert D. Ferris

Pursuant to Resolution No. 59 of 2001, Section 225-a of County Law, and Article 2-B of the Executive Law, Joseph D. Plummer be and is hereby appointed as Director of Fire & Emergency Management Services for a term to expire December 31, 2025.

Seconded by Legislator: Anthony J. Doldo

All members present voted aye.

Resolution No. 10

Appointing County Historian

By Legislator: James A. Nabywaniec

Resolved, That Pursuant to Section 57.13 of the Arts and Cultural Affairs Law and Section 400.4(a) of the County Law, Kimberly Hayden, County Records Management Coordinator, be and is hereby appointed as County Historian for a term to expire December 31, 2025.

Seconded by Legislator: Frances A. Calarco

All members present voted aye.

Resolution No. 11

Appointing Director of Information Technology

By Legislator: John D. Peck

Resolved, That, pursuant to Section 204 of County Law, Sean W. Vincent be and is hereby appointed as Director of Information Technology for a term to expire December 31, 2025.

Seconded by Legislator: Tina M. Bartlett-Bearup

All members present voted aye.

Resolution No. 12

Appointing Director of Insurance

By Legislator: Robert D. Ferris

Resolved, That, pursuant to Local Law No. 6 of 1986 Matthew Roy be and is hereby appointed Director of Insurance for the County of Jefferson to serve for a term to expire December 31, 2025.

Seconded by Legislator: Anthony J. Doldo

All members present voted aye.

Resolution No. 13

Appointing Medical Director for the Article 28 Diagnostic and Treatment Center

By Legislator: Patrick R. Jareo

Resolved, That, pursuant to Article 7-B and Section 396-c of County Law and Section 751.2 (h) of

the New York Codes, Rules and Regulations, Stephen T. Grybowski, MD be and is hereby reappointed as Medical Director for a term to expire December 31, 2025.

Seconded by Legislator: Robert D. Ferris

All members present voted aye.

Resolution No. 14

Appointing Director of Planning

By Legislator: Philip N. Reed, Sr.

Resolved, That, pursuant to Local Law No. 1 of 1979, Michael J. Bourcy be and is hereby appointed as Director of Planning for a term to expire December 31, 2025.

Seconded by Legislator: Michael A. Montigelli

All members present voted aye.

Resolution No. 15

Appointing Public Defender

By Legislator: Robert D. Ferris

Resolved, That, Pursuant to Local Law No. 4 of 1987 and Section 716 of County Law, Julie Hutchins be and is hereby appointed as Public Defender for a term to expire December 31, 2025.

Seconded by Legislator: Patrick R. Jareo

All members present voted aye.

Resolution No. 16

Appointing Director of Public Health

By Legislator: Frances A. Calarco

Resolved, That, pursuant to Section 204 of County Law and Section 604 of the Public Health Law, Stephen A. Jennings be and is hereby appointed as Director of Public Health for a term to expire December 31, 2025.

Seconded by Legislator: Corey Y. Grant

All members present voted aye.

Resolution No. 17

Appointing County Purchasing Agent

By Legislator: Daniel R. McBride

Resolved, That, pursuant to Section 625 of County Law, Mike Bagley be and is hereby appointed as County Purchasing Agent to serve at the pleasure of this Board commencing January 22, 2024 at an annual salary of \$80,898 (Grade 6-A), and 10 vacation days and 10 sick days shall be provided in addition to the benefits outlined in the County's Employment Policy Manual for Management Employees.

Seconded by Legislator: Tina M. Bartlett-Bearup

Legislator Montigelli mentioned that if the four year term had been approved for legislators, the terms for these appointments would also have been extended to four years.

All members present voted aye.

Administrator Hagemann introduced newly appointed Purchasing Agent Michael Bagley who was in attendance.

Resolution No. 18

Approving Appointment of County Director of Veterans Services

By Legislator: John D. Peck

Resolved, That, pursuant to Section 357 of the Executive Law, the appointment by the Chairman of this Board of David L. Pavey as County Director of Veterans Services to serve at the pleasure of said Chairman be and is hereby approved.

Seconded by Legislators: Robert D. Ferris

All members present voted aye.

Resolution No. 19

Designation of Depositories for 2024

By Legislator: Daniel R. McBride

Resolved, That, pursuant to County Law Section 212, and General Municipal Law Section 10, the following institutions be and hereby are designated as depositories of monies received by the County Treasurer, and be it further

Resolved, That the maximum amount which may be kept on deposit at any one time in each

depository shall not exceed that listed as follows:

| <u>Name of Institution</u> | <u>Maximum Amount</u> |
|-----------------------------|-----------------------|
| Key Bank of New York | \$ 5,000,000 |
| WSB Municipal Bank | 40,000,000 |
| Community Bank NA | 20,000,000 |
| Carthage Savings & Loan, NA | 20,000,000 |
| RBC Wealth Management | 75,000,000 |
| NY Class | 75,000,000 |

and be it further

Resolved, That this resolution shall take effect upon adoption.

Seconded by Legislator: James A. Nabywaniec

All members present voted aye.

Resolution No. 20

Designation of Official Newspapers for 2024

By Legislator: Tina M. Bartlett-Bearup

Resolved, That, pursuant to Section 214 of County Law, the Watertown Daily Times, the Thousand Islands Sun and any other newspaper deemed appropriate, are hereby designated as the official newspapers of the County of Jefferson for the year 2024 for the publication of all local laws, notices and other matters required by law to be published.

Seconded by Legislator: Michael A. Montigelli

All members present voted aye.

Resolution No. 21

Delegating Authority to the County Auditor to Approve Certain Real Property Tax Refunds

By Legislator: Anthony J. Doldo

Whereas, Section 556 of the New York State Real Property Tax Law provides a mechanism for the refunding of certain real property taxes by the Board of Legislators based upon the recommendation of the Director of the County Real Property Tax Services Agency pursuant to an application by a taxpayer in cases involving clerical errors, unlawful entries upon the assessment rolls and certain errors in essential fact, and

Whereas, Said Section 556 of the Real Property Tax Law was amended to authorize the Board of

Legislators to delegate to the County Auditor, on an annual basis, the authority to approve such refunds in cases where the refund sought does not exceed twenty five hundred dollars, or the maximum allowable under the above-referenced statute, and

Whereas, Such amendment also provides that the County Auditor will report to the Board of Legislators on a monthly basis those refund applications which she has approved during the previous month and further provides that she shall forward to the Board of Legislators for disposition all applications which she denied in whole or in part.

Now, Therefore, Be It Resolved, That pursuant to Section 556 of the Real Property Tax Law, this Board does hereby delegate to the County Auditor the authority to approve certain refunds of real property taxes as outlined in said Section 556 of the Real Property Tax Law in cases where the refund sought does not exceed the amount of twenty five hundred dollars, or the maximum allowable under the above-referenced statute and be it further

Resolved, That this delegation of authority shall remain in effect through the end of calendar year 2024.

Seconded by Legislator: Corey Y. Grant

All members present voted aye.

Resolution No. 22

Authorizing an Agreement with Various Organizations (County Ag Society and Dairy Promotion) for the Provision of Public Benefits Services for Promotion and Publicity

By Legislator: Michael A. Montigelli

Resolved, That, pursuant to Section 224 of the County Law, the County shall enter into a contract with the following organizations for the amounts listed herein under the following terms and conditions:

1. The amounts to be paid from County funds shall not exceed the funds contained within the 2023 County Budget, payable to the following organizations:

| | |
|----------------------------------------------|---------|
| Jefferson County Agricultural Society (Fair) | \$6,000 |
| Jefferson County Dairy Promotion Board | \$2,550 |

2. The Organizations shall provide the County with services and shall promote and publicize the advantages of Jefferson County in such a mode and manner as it deems appropriate, including, but not limited to, all public media, print, radio, television, direct contact, event publicity, contests, or other promotional devices.

3. Payment shall be made by the County Treasurer upon receipt of a Memorandum of Receipt duly executed by the principal officer and disbursing officer of the Organizations in which they, on behalf of the Organizations, agree to comply with the terms of this resolution.

4. The term of this Agreement shall be one (1) year from January 1, 2024 through December 31, 2024.

5. Within thirty (30) days of the termination of this Agreement, the Organizations shall provide and render to the County a verified account of the disbursements of such organizations with verified or certified vouchers therefor attached. The County Auditor, in her sole discretion, may request such verified accounting be rendered to the County each quarter during the term of this Agreement.

6. The Organizations shall refund to the County at the termination of this Agreement, any monies paid by the County remaining unobligated.

7. On or before the 1st day of January 2025, and at any other time as the Board of Legislators may request, the Directors of the Fair Association and the Dairy Promotion Board shall report in writing to this body a detailed statement of work and transactions for the preceding year, and for any other period which this body may request, in such form as it may direct.

8. Such other terms and conditions as the parties may agree to in writing, and be it further

Resolved, That upon execution of the Memorandum of Receipt, as specified in the statutes, this Resolution, the Memorandum of Receipt and such other addenda as may be agreed to by the parties, shall comprise the contract between the County and the Organizations.

Seconded by Legislator: Robert D. Ferris

All members present voted aye on Resolutions 22 - 35.

Resolution No. 23

Authorizing Agreement with Community Action Planning Council of Jefferson County, Inc. for Public Services

By Legislator: Michael A. Montigelli

Whereas, The Community Action Planning Council of Jefferson County, Inc., hereinafter referred to as "CAPC" has the ability to administer and operate various programs of public service for the County community, in its capacity as the designated Jefferson County antipoverty agency, and

Whereas, The County of Jefferson desires to contract with CAPC to administer and operate such programs for the benefit of the citizens of Jefferson County.

Now, Therefore, Be It Resolved, That the County of Jefferson shall enter into an agreement with CAPC for the provision of services in the form of administration and operation of certain programs within Jefferson County during the year 2024 including the following:

Head Start Program
Pre-K
Child Care Resource & Referral

Weatherization
Em Power
Child and Adult Care Food Program
Childcare Training
Emergency Services, Food & Utility Assistance, Rent Assistance
Volunteer Income Tax Assistance (VITA)
Nutrition Outreach and Education Program
Summer Food Service Program
Child Care Provider Registration
Child Development Associates Credential
Fair Housing
Family Development Services
Holiday Programs
Ready to Work

and be it further

Resolved, That the County of Jefferson shall provide payment in the maximum amount of One Hundred Ten Thousand Dollars (\$110,000) to CAPC for services so provided under the agreement in the sum of \$27,500 in advance of the first day of each quarter beginning January 1, 2024 and be it further

Resolved, That the Chairman of the Board of Legislators be and is hereby authorized and directed to execute such agreement, subject to approval of the County Attorney as to form and content, and be it further

Resolved, That the Council shall refund to the County at the termination of this Agreement, any monies paid by the County remaining unobligated, and be it further

Resolved, That on or before the 1st day of January 2025 and at any other time as the Board of Legislators may request, the Directors of the Council shall report in writing to this body a detailed statement of work and transactions for the preceding year, and for any other period which this body may request, in such form as it may direct.

Seconded by Legislator: Robert D. Ferris

All members present voted aye on Resolutions 22 - 35.

Resolution No. 24

Authorizing Agreement with Cooperative Extension Service of Jefferson County for the Provision of Agriculture Home Economics and 4-H Programs

By Legislator: Michael A. Montigelli

Whereas, Pursuant to Section 224 (8a) of the County Law, the Board of Legislators appropriated the sum of \$676,260 for County fiscal year 2024 for the support and maintenance of the work of the

Cooperative Extension Service of Jefferson County and in the conduct of the extended educational programs of the New York State College of Agriculture and Life Sciences, the College of Human Ecology, and other units at Cornell University relating to the betterment of individuals, families and communities of Jefferson County and for the employment by said Association of a professional staff, and

Whereas, Monies furnished by the County as well as the State of New York and the Federal Government will be expended for educational programs under the supervision of Cornell University acting through the Director of Cooperative Extension.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators be and is hereby authorized and directed to execute a memorandum of agreement with the Cooperative Extension Association of Jefferson County, subject to the approval of the County Attorney and Cornell University, which provides for the Association to expend the above referenced funds in accordance with an agreement between the Association and Cornell University as agent for the state for cooperative management of the educational work of the Cooperative Extension Association and the proper supervision of the staff employed therefore, and in accordance with the 2024 Association budget submitted to the Board of Legislators and which further provides that the Association shall render an annual report to this Board of Legislators accounting for receipts, expenditures and financial condition of said Association, and be it further

Resolved, That the Chairman of the Board of Legislators is further authorized to enter into an agreement with said Association which provides for the County Treasurer to pay said Association the sum of \$169,065 in advance of the first day of each quarter beginning January 1, 2024 to the properly bonded treasurer of the Association, and be it further

Resolved, That the Association shall refund to the County at the termination of this Agreement, any monies paid by the County remaining unobligated, and be it further

Resolved, That on or before the 1st day of January 2025, and at any other time as the Board of Legislators may request, the Directors of the Association shall report in writing to this body a detailed statement of work and transactions for the preceding year, and for any other period which this body may request, in such form as it may direct.

Seconded by Legislator: Robert D. Ferris

All members present voted aye on Resolutions 22 - 35.

Resolution No. 25

Authorizing an Agreement with Disabled Persons Action Organization for the Provision of Public Benefits Services for Promotion and Publicity

By Legislator: Michael A. Montigelli

Resolved, That, pursuant to Sections 224 and 225 of County Law, the County shall enter into a contract with the Disabled Persons Action Organization under the following terms and conditions:

1. The Disabled Persons Action Organization shall provide the County with its services and shall promote and publicize the advantages of Jefferson County in such a mode and manner as it deems appropriate, including, but not limited to, all external public media, print, radio, television, direct contact, event publicity, contests, or other promotional devices.
2. The amount to be paid from County funds shall not exceed Four Thousand Three Hundred Dollars (\$4,300) for the term of this agreement.
3. Payment shall be made by the County Treasurer upon receipt of a Memorandum of Receipt duly executed by the principal officer and disbursing officer of the Disabled Persons Action Organization in which they, on behalf of the Disabled Persons Action Organization, agree to comply with the terms of this resolution.
4. The term of this Agreement shall be one (1) year from January 1, 2024 through December 31, 2024.
5. Within thirty (30) days of the termination of this Agreement, the Disabled Persons Action Organization shall provide and render to the County a verified account of the disbursements of such organization with verified or certified vouchers therefor attached. The County Auditor, in her sole discretion, may request such verified accounting be rendered to the County each quarter during the term of this Agreement.
6. The Disabled Persons Action Organization shall refund to the County at the termination of this Agreement, any monies paid by the County remaining unobligated.
7. On or before the 1st day of January 2025, and at any other time as the Board of Legislators may request, the Directors of the Disabled Persons Action Organization shall report in writing to this body a detailed statement of work and transactions for the preceding year, and for any other period which this body may request, in such form as it may direct.
8. Such other terms and conditions as the parties may agree to in writing, and be it further

Resolved, That upon execution of the Memorandum of Receipt, as specified in the statutes, this Resolution, the Memorandum of Receipt and such other addenda as may be agreed to by the parties, shall comprise the contract between the County and the Disabled Persons Action Organization.

Seconded by Legislator: Robert D. Ferris

All members present voted aye on Resolutions 22 - 35.

Resolution No. 26

Authorizing an Agreement with Fort Drum Regional Liaison Organization for the Provision of Public Benefits Services

By Legislator: Michael A. Montigelli

Resolved, That, pursuant to Section 224 of the County Law, the County shall enter into an agreement with the Fort Drum Regional Liaison Organization (FDRLO) under the following terms and conditions:

1. The FDRLO shall assist Jefferson County in fostering strong positive communications that enhance the interrelationships between military and civilian people who reside in the Fort Drum Region.
2. The amount to be paid from County funds shall not exceed Seventy Five Thousand Dollars (\$75,000) for the term of this agreement.
3. Payment shall be made by the County Treasurer upon receipt of a Memorandum of Receipt duly executed by the principal officer and disbursing officer of the FDRLO in which they, on behalf of the FDRLO, agree to comply with the terms of this resolution.
4. The term of this Agreement shall be one (1) year from January 1, 2024 through December 31, 2024.
5. Within thirty (30) days of the termination of this Agreement, the FDRLO shall provide and render to the County a verified account of the disbursements of such organization with verified or certified vouchers therefor attached. The County Auditor, in her sole discretion, may request such verified accounting be rendered to the County each quarter during the term of this Agreement.
6. The FDRLO shall refund to the County at the termination of this Agreement, any monies paid by the County remaining unobligated.
7. On or before the 1st day of January 2025, and at any other time as the Board of Legislators may request, the FDRLO shall report in writing to this body a detailed statement of work and transactions for the preceding year, and for any other period which this body may request, in such form as it may direct.
8. Such other terms and conditions as the parties may agree to in writing, and be it further

Resolved, That upon execution of the Memorandum of Receipt, as specified in the statutes, this Resolution, the Memorandum of Receipt and such other addenda as may be agreed to by the parties, shall comprise the contract between the County and the FDRLO.

Seconded by Legislator: Robert D. Ferris

All members present voted aye on Resolutions 22 - 35.

Resolution No. 27

Authorizing an Agreement with the Jefferson County Historical Society for the Provision of Public Benefits Services

By Legislator: Michael A. Montigelli

Resolved, That, pursuant to Section 224 (12) of the County Law and Section 57.13 of the Arts and Cultural Affairs Law, the County shall enter into an agreement with the Jefferson County Historical Society under the following terms and conditions:

1. The Historical Society shall provide the County with its services and shall promote, maintain and operate a public historical museum in Jefferson County in such a mode and manner as it deems appropriate.
2. The amount to be paid from County funds shall not exceed Thirty Four Thousand Dollars (\$34,000) for the term of this agreement.
3. Payment shall be made by the County Treasurer upon receipt of a Memorandum of Receipt duly executed by the principal officer and disbursing officer of the Historical Society in which they, on behalf of the Historical Society, agree to comply with the terms of this resolution.
4. The term of this Agreement shall be one (1) year from January 1, 2024 through December 31, 2024.
5. Within thirty (30) days of the termination of this Agreement, the Historical Society shall provide and render to the County a verified account of the disbursements of such organization with verified or certified vouchers therefor attached. The County Auditor, in her sole discretion, may request such verified accounting be rendered to the County each quarter during the term of this Agreement.
6. The Historical Society shall refund to the County at the termination of this Agreement, any monies paid by the County remaining unobligated.
7. On or before the 1st day of January 2025, and at any other time as the Board of Legislators may request, the Directors of the Historical Society shall report in writing to this body a detailed statement of work and transactions for the preceding year, and for any other period which this body may request, in such form as it may direct.
8. Such other terms and conditions as the parties may agree to in writing, and be it further

Resolved, That upon execution of the Memorandum of Receipt, as specified in the statutes, this Resolution, the Memorandum of Receipt and such other addenda as may be agreed to by the parties, shall comprise the contract between the County and the Historical Society.

Seconded by Legislator: Robert D. Ferris

All members present voted aye on Resolutions 22 - 35.

Resolution No. 28

**Authorizing Contract with the Jefferson County Local Development Corporation
for the Provision of Economic Development and Agricultural Development Services
Within the County**

By Legislator: Michael A. Montigelli

Resolved, That, pursuant to Section 224 (14) of the County Law, the County of Jefferson shall enter into an agreement with the Jefferson County Local Development Corporation under the following terms and conditions:

1. The Agency shall provide the County with economic development services to promote and publicize the economic advantages of Jefferson County and to assist business concerns that wish to locate or expand operations within Jefferson County, and render such assistance in furtherance of the economic growth and well being of Jefferson County and its residents.
2. The Agency shall also provide the County with agricultural development services to promote agriculture and agri-business concerns and render such assistance in furtherance of the economic growth and well being of Jefferson County and its residents.
3. The amount to be paid from County funds shall not exceed Four Hundred Thirty Thousand Dollars (\$430,000) for the term of this agreement. Said amount consisting of Two Hundred Eighty Thousand (\$280,000) for economic development services and One Hundred Fifty Thousand (\$150,000) for agriculture development services.
4. Payments shall be made by the County Treasurer in the sum of \$75,000 on or about the first day of the year and on or about July 1, 2023, and in the sum of \$280,000 on or about January 1, 2024, the beginning of JCLDC's fiscal year, said payment contingent upon receipt of a Memorandum of Receipt duly executed by the principal officer and disbursing officer of the Agency in which they, on behalf of the Agency, agree to comply with the terms of this resolution.
5. The term of this Agreement shall be one (1) year from January 1, 2024 through December 31, 2024 for economic development services and agriculture development services.
6. Within thirty (30) days of the termination of this Agreement, the Agency shall provide and render to the County a verified account of the disbursements of such organization with verified or certified vouchers therefor attached. The County Auditor, in her sole discretion, may request such verified accounting be rendered to the County each quarter during the term of this Agreement.
7. The Agency shall refund to the County at the termination of this Agreement, any monies paid by the County remaining unobligated.
8. On or before the 1st day of January 2025, and at any other time as the Board of Legislators may request, the Directors of the Agency shall report in writing to this body a detailed statement of work and transactions for the preceding year, and for any other period which this body may request, in such form as it may direct.
9. Such other terms and conditions as the parties may agree to in writing, and be it further

Resolved, That upon execution of the Memorandum of Receipt, as specified in the statutes, this Resolution, the Memorandum of Receipt and such other addenda as may be agreed to by the parties, shall comprise the contract between the County and the Agency.

Seconded by Legislator: Robert D. Ferris

All members present voted aye on Resolutions 22 - 35.

Resolution No. 29

Authorizing Agreement with the North Country Library System

By Legislator: Michael A. Montigelli

Whereas, The North Country Library System is a system approved by the NYS Commissioner of Education and is a corporation chartered by the Regents of the University of the State of New York, and

Whereas, The Board of Legislators appropriated \$176,816 to be utilized by free libraries within Jefferson County during calendar year 2024 under the jurisdiction of the North Country Library System for salaries and books.

Now, Therefore, Be It Resolved, That, pursuant to Section 256 of the Education Law, Jefferson County enter into an agreement with the North Country Library System which provides for Jefferson County to pay to said Library System the sum of \$176,816 to be distributed during 2024 to the various free libraries in Jefferson County in accordance with the following distribution schedule:

| <u>Library</u> | <u>Dollars</u> |
|-----------------|----------------|
| Adams | 4,563.91 |
| Adams Center | 3,042.61 |
| Alexandria Bay | 5,722.10 |
| Antwerp | 2,574.26 |
| Belleville | 1,709.03 |
| Black River | 28,117.04 |
| Brownville | 5,361.43 |
| Cape Vincent | 4,229.24 |
| Carthage | 15,745.33 |
| Chaumont | 3,516.47 |
| Clayton | 5,107.21 |
| Depauville | 2,188.81 |
| Dexter | 3,574.28 |
| East Hounsfield | 1,003.70 |
| Ellisburg | 1,709.03 |
| Evans Mills | 20,760.15 |
| Henderson | 2,199.51 |
| LaFargeville | 2,516.01 |
| Mannsville | 1,709.03 |
| Philadelphia | 3,020.89 |
| Rodman | 1,830.89 |
| Sackets Harbor | 4,014.80 |

| | |
|-----------------------|-----------|
| Theresa | 4,050.28 |
| Thousand Islands Park | 1,748.41 |
| Watertown | 46,801.57 |

and be it further

Resolved, That Jefferson County pay to the Library System the sum of \$88,408 in each half of the year, and be it further

Resolved, That, pursuant to Section 450 of the County Law, the Chairman of the Board of Legislators be and is hereby authorized and directed to execute said agreement on behalf of Jefferson County, and be it further

Resolved, That the Library System shall refund to the County at the termination of this Agreement, any monies paid by the County remaining unobligated, and be it further

Resolved, That on or before the 1st day of January 2025 and at any other time as the Board of Legislators may request, the Directors of the Library System shall report in writing to this body a detailed statement of work and transactions for the preceding year, and for any other period which this body may request, in such form as it may direct.

Seconded by Legislator: Robert D. Ferris

All members present voted aye on Resolutions 22 - 35.

Resolution No. 30

**Authorizing the Payment of Sums to the Jefferson County
Soil and Water Conservation District as Appropriated**

By Legislator: Michael A. Montigelli

Whereas, The Jefferson County Board of Legislators has appropriated the sum of \$199,757 in the 2023 Budget to be paid to the Jefferson County Soil and Water Conservation District for the expense of maintaining said District and assisting the District in carrying out the provisions of the Soil Conservation Districts Law, and

Whereas, Section 223 of the County Law authorizes that such payments be made upon the adoption of a resolution directing the County Treasurer to make such payment upon certain terms and conditions.

Now, Therefore, Be It Resolved, That, pursuant to Section 223, Subdivision 1 of County Law, the County Treasurer be and is hereby directed to pay out of monies so appropriated in the 2024 County Budget, upon order of the Chairman of the District Directors and upon his giving the appropriate receipt therefore, the sum of Forty Nine Thousand Nine Hundred Thirty Nine and 25/100 Dollars (\$49,939.25) in advance of the first day of each quarter beginning January 1, 2024 to the Jefferson County Soil and Water Conservation District, said monies to be used exclusively for the maintenance

of said Conservation District and to assist said Conservation District in carrying out the provisions of the Soil Conservation Districts Law, and be it further

Resolved, That the Conservation District shall refund to the County at the termination of this Agreement, any monies paid by the County remaining unobligated, and be it further

Resolved, That on or before the 1st day of January 2025, and at any other time as the Board of Legislators may request, the Directors of the Jefferson County Soil and Water Conservation District shall report in writing to this body a detailed statement of its work and transactions for the preceding year, and for any other period which this body may request, in such form as it may direct.

Seconded by Legislator: Robert D. Ferris

All members present voted aye on Resolutions 22 - 35.

Resolution No. 31

Authorizing an Agreement with the Sports Fishery Advisory Board for the Provision of Public Benefits Services for Promotion and Publicity

By Legislator: Michael A. Montigelli

Resolved, That, pursuant to Sections 224 and 225 of County Law, the County shall enter into a contract with the following organization for the amounts listed herein under the following terms and conditions:

1. The amounts to be paid from County funds shall not exceed the funds contained within the 2024 County Budget, payable to the following organizations:

| | |
|-------------------------------|---------|
| Sports Fishery Advisory Board | \$1,594 |
|-------------------------------|---------|

2. The Organization shall provide the County with its services and shall promote and publicize the advantages of Jefferson County in such a mode and manner as it deems appropriate, including, but not limited to, all public media, print, radio, television, direct contact, event publicity, contests, or other promotional devices.

3. Payment shall be made by the County Treasurer upon receipt of a Memorandum of Receipt duly executed by the principal officer and disbursing officer of the Organization in which they, on behalf of the Organization, agree to comply with the terms of this resolution.

4. The term of this Agreement shall be one (1) year from January 1, 2024 through December 31, 2024.

5. Within thirty (30) days of the termination of this Agreement, the Organization shall provide and render to the County a verified account of the disbursements of such organization with verified or certified vouchers therefor attached. The County Auditor, in her sole discretion, may request such verified accounting be rendered to the County each quarter during the term of this Agreement.

6. The Organization shall refund to the County at the termination of this Agreement, any monies paid by the County remaining unobligated.
7. On or before the 1st day of January 2025, and at any other time as the Board of Legislators may request, the Directors of the Organization shall report in writing to this body a detailed statement of work and transactions for the preceding year, and for any other period which this body may request, in such form as it may direct.
8. Such other terms and conditions as the parties may agree to in writing, and be it further

Resolved, That upon execution of the Memorandum of Receipt, as specified in the statutes, this Resolution, the Memorandum of Receipt and such other addenda as may be agreed to by the parties, shall comprise the contract between the County and the Organization.

Seconded by Legislator: Robert D. Ferris

All members present voted aye on Resolutions 22 - 35.

Resolution No. 32

Authorizing an Agreement with the Thompson Park Conservancy for the Provision of Public Benefits Services

By Legislator: Michael A. Montigelli

Resolved, That, pursuant to Section 224 (12) of the County Law, the County shall enter into an agreement with the Thompson Park Conservancy under the following terms and conditions:

1. The Thompson Park Conservancy shall provide the County with its services and shall promote, maintain and operate a public zoological park and living museum in Jefferson County in such a mode and manner as it deems appropriate.
2. The amount to be paid from County funds shall not exceed Fifty Nine Thousand Dollars (\$59,000) for the term of this agreement.
3. Payment shall be made by the County Treasurer upon receipt of a Memorandum of Receipt duly executed by the principal officer and disbursing officer of the Thompson Park Conservancy in which they, on behalf of the Thompson Park Conservancy, agree to comply with the terms of this resolution.
4. The term of this Agreement shall be one year from January 1, 2024 through December 31, 2024.
5. Within thirty (30) days of the termination of this Agreement, the Thompson Park Conservancy shall provide and render to the County a verified account of the disbursements of such organization with verified or certified vouchers therefor attached. The County Auditor, in her sole discretion, may request such verified accounting be rendered to the County each quarter during the term of this

agreement.

6. The Thompson Park Conservancy shall refund to the County at the termination of this Agreement, any monies paid by the County remaining unobligated.

7. On or before the 1st day of January 2025, and at any other time as the Board of Legislators may request, the Directors of the Thompson Park Conservancy shall report in writing to this body a detailed statement of work and transactions for the preceding year, and for any other period which this body may request, in such form as it may direct.

8. Such other terms and conditions as the parties may agree to in writing, and be it further

Resolved, That upon execution of the Memorandum of Receipt, as specified in the statutes, this Resolution, the Memorandum of Receipt and such other addenda as may be agreed to by the parties, shall comprise the contract between the County and the Thompson Park Conservancy.

Seconded by Legislator: Robert D. Ferris

All members present voted aye on Resolutions 22 - 35.

Resolution No. 33

Authorizing an Agreement with the Thousand Islands Regional Tourism Development Corporation for the Provision of Public Benefits Services for Promotion and Publicity

By Legislator: Michael A. Montigelli

Resolved, That, pursuant to Sections 224 and 225 of County Law, the County shall enter into a contract with Thousand Islands Regional Tourism Development Corporation (TIRTDC) under the following terms and conditions:

1. The Corporation shall provide the County with its services and shall promote and publicize the advantages of Jefferson County in such a mode and manner as it deems appropriate, including, but not limited to, all public media, print, radio, television, direct contact, event publicity, contests, or other promotional devices.

2. The amount to be paid from County funds shall not exceed Four Hundred Thirty Five Thousand Dollars (\$435,000) for the term of this agreement.

3. Payments shall be made by the County Treasurer in the sum of \$217,500 on or about the first day of the year and on or about July 1, 2024, said payments contingent upon receipt of a Memorandum of Receipt duly executed by the principal officer and disbursing officer of the Corporation in which they, on behalf of the Corporation, agree to comply with the terms of this resolution.

4. The term of this Agreement shall be one (1) year from January 1, 2024 through December 31, 2024.

5. Within thirty (30) days of the termination of this Agreement, the Corporation shall provide and render to the County a verified account of the disbursements of such organization with verified or certified vouchers therefor attached. The County Auditor, in her sole discretion, may request such verified accounting be rendered to the County each quarter during the term of this Agreement.
6. The Corporation shall refund to the County at the termination of this Agreement, any monies paid by the County remaining unobligated.
7. On or before the 1st day of January 2025, and at any other time as the Board of Legislators may request, the Directors of the Corporation shall report in writing to this body a detailed statement of work and transactions for the preceding year, and for any other period which this body may request, in such form as it may direct.
8. Such other terms and conditions as the parties may agree to in writing, and be it further

Resolved, That upon execution of the Memorandum of Receipt, as specified in the statutes, this Resolution, the Memorandum of Receipt and such other addenda as may be agreed to by the parties, shall comprise the contract between the County and the Corporation.

Seconded by Legislator: Robert D. Ferris

All members present voted aye on Resolutions 22 - 35.

Resolution No. 34

Authorizing an Agreement with the Jefferson County Volunteer Transportation Center for the Provision of Public Benefits Services

By Legislator: Michael A. Montigelli

Resolved, That, pursuant to Section 224 of the County Law, the County shall enter into a contract with the Jefferson County Volunteer Transportation Center under the following terms and conditions:

1. The Center shall render centralized services, training and coordination of volunteer resources in Jefferson County.
2. The amount to be paid from County funds shall not exceed Twenty Seven Thousand Three Hundred Thirty Six Dollars (\$27,336) for the term of this agreement.
3. Payment shall be made by the County Treasurer upon receipt of a Memorandum of Receipt duly executed by the principal officer and disbursing officer of the Center in which they, on behalf of Center, agree to comply with the terms of this resolution.
4. The term of this Agreement shall be one (1) year from January 1, 2024 through December 31, 2024.

5. Within thirty (30) days of the termination of this Agreement, the Center shall provide and render to the County a verified account of the disbursements of such organization with verified or certified vouchers therefor attached. The County Auditor, in her sole discretion, may request such verified accounting be rendered to the County each quarter during the term of this Agreement.

6. The Volunteer Center shall refund to the County at the termination of this Agreement, any monies paid by the County remaining unobligated.

7. On or before the 1st day of January 2025, and at any other time as the Board of Legislators may request, the Directors of the Volunteer Transportation Center shall report in writing to this body a detailed statement of work and transactions for the preceding year, and for any other period which this body may request, in such form as it may direct.

8. Such other terms and conditions as the parties may agree to in writing, and be it further

Resolved, That upon execution of the Memorandum of Receipt, as specified in the statutes, this Resolution, the Memorandum of Receipt and such other addenda as may be agreed to by the parties, shall comprise the contract between the County and the Center.

Seconded by Legislator: Robert D. Ferris

All members present voted aye on Resolutions 22 - 35.

Resolution No. 35

Authorizing Agreement with the Watertown Urban Mission for the Bridge Program

By Legislator: Michael A. Montigelli

Whereas, The 2024 County Budget appropriated \$29,070 for the Bridge Program through the Watertown Urban Mission for case management services related to DWI clients (\$4,070 from Stop DWI and \$25,000 from Authorized Agencies), including monitoring of substance abuse treatment, drug testing, home visits, education and ensuring that clients pay court fines, and

Whereas, It is necessary to enter into an agreement with the Bridge Program for the provision of these services.

Now, Therefore, Be It Resolved, That Jefferson County enter into an agreement with the Watertown Urban Mission for the Bridge Program for the term January 1, 2024 - December 31, 2024 to provide case management services to DWI defendants and DWI prevention education to the community and be it further

Resolved, That the Chairman of this Board be and is hereby authorized and directed to execute said agreement on behalf of Jefferson County, subject to the review of the County Attorney as to form and content.

Seconded by Legislator: Robert D. Ferris

All members present voted aye on Resolutions 22 - 35.

Resolution No. 36

**Authorizing Settlement of Claims Relative to M.C. and T.G. v. JEFFERSON COUNTY,
et al. and Amending the 2024 County Budget in Relation Thereto**

By Legislator: James A. Nabywaniec

Whereas, A lawsuit entitled “ M.C. and T. G. v. Jefferson County, Case No. 6:22-cv-190, is pending in United States District Court for the Northern District of NY as a class action on behalf of similarly situated incarcerated persons at the Jefferson County Jail alleging a failure to routinely provide medication assisted treatment (MAT) for persons suffering from opioid use disorder; and

Whereas, On the advice of counsel after the consideration of the documentary evidence and legal basis relating to the claim, and that a negotiated settlement is, as a matter of litigation analysis and risk management, a cost-effective alternative to full trial of the action. Counsel has advised that the range of possible verdicts includes the possibility of a verdict of “no cause for action,” but also may include an adverse verdict in an amount which is in the discretion of the jury and which exceeds the settlement demand of the plaintiff; and that the substantial costs of proceeding to trial—including both the labor and opportunity costs of making senior employees of the County available throughout the trial; the costs of attorney preparation and presentation of trial; and the costs to be incurred for our expert witnesses in preparing for and testifying at trial serve to offset the total cost of settlement to the County; at the same time that a settlement defines the extent of expense and removes the threat of uncapped exposure.

Whereas, Pursuant to Local Law No. 5 of 1986, a settlement or comprise of a claim in the amount of \$10,000.00 or greater requires the prior approval of the Board of Legislators,

Now, Therefore, Be It Resolved, That for purposes of avoiding the costs and expense of a trial; and for purposes of compromising a claim at a point well within the estimated range of possible jury verdicts, the Board of Legislators does hereby agree to enter into a consent decree with Plaintiff’s, and directs the County Attorney to execute said consent decree on behalf of all County Defendants; agreeing to provide MAT treatment in the Jefferson County Jail consistent with Corrections Law §§45(19) and 626, implement policy and training, provide notice to class members (at County’s cost), and collect and maintain certain data for a three year period. In addition, attorney fees for Plaintiffs are set at \$352,310.10 payable to Plaintiffs within 30 days of the courts approval of the consent order. Future attorney fees, shall be capped at \$40,000 per year for up to three years. Said consent decree shall otherwise be in full settlement of the matter herein. Upon judicial execution of the consent decree, the County Attorney is hereby authorized to tender the above sum to counsel for the Plaintiff, upon such terms and conditions as counsel agree and it is further

Resolved, that the 2024 County budget is amended as follows:

Increase:

01193000 04600 Judgments & Claims \$352,310.10

Decrease:

01199000 04963 Contingent Account \$352,310.10

Seconded by Legislator: Corey Y. Grant

Legislator Peck hoped this was the end of this particular issue at the Jail, and asked if there were any more of these kinds of lawsuits out there to be settled. County Attorney Paulsen said this was a class action lawsuit brought by the New York Civil Liberties Union (NYCLU) not just on behalf of M.C. and T.G., but anyone in the facility who didn't get treatment as they should have, and it does close litigation for opioid treatment at the Jail. However, he said there may be other cases pending with regard to the Jail for a variety of different reasons. Legislator Peck asked if the NYCLU will pass on settlement money to the clients. County Attorney Paulsen said he was not sure but he did not believe so; he thought they kept the money because it was their attorney's that incurred the costs. Legislator Peck felt this was a shakedown by the NYCLU lawyers but said he would vote in favor of it, begrudgingly as the issue has been addressed.

All members present voted aye.

Resolution No. 37

Amending the 2024 County Budget Relative to Budgeted Positions

By Legislator: Steel E. Potter

Whereas, Per Resolution 253 of 2023, This Board of Legislators Adopted the 2024 County Budget, and

Whereas, Said Budget document did not carry forward two existing part-time positions, which were not deleted by the Board, and for which funding needs to be restored.

Now, Therefore, Be It Resolved, That the 2024 County Budget is hereby amended as follows:

Increase:

01118500-01100-004 Assistant Med Examiner -Personal Services \$13,810
01401000-01100-004 Medical Director – Personal Services 27,255

Decrease:

01199000 04964 Salary Adjustment \$41,065

Seconded by Legislator: Anthony J. Doldo

All members present voted aye.

Resolution No. 38

Re-Appointing Members to Community Action Planning Council

By Legislator: Tina M. Bartlett-Bearup

Resolved, That, pursuant to the by-laws of the Community Action Planning Council of Jefferson County, the following individuals are hereby reappointed to the Board of Directors of said Council for terms to expire December 31, 2025.

Anthony J. Doldo
Michael A. Montigelli

Seconded by Legislator: John D. Peck

All members present voted aye.

Resolution No. 39

Re-Appointing Member to Jefferson County Industrial Development Agency

By Legislator: Philip N. Reed, Sr.

Whereas, The 1972 Legislature of the State of New York created the Jefferson County Industrial Development Agency.

Now, Therefore, Be It Resolved, That, Pursuant to Article 18a of the General Municipal Law, the Jefferson County Board of Legislators hereby reappoints William W. Johnson to serve at the pleasure of the Board of Legislators, concurrent with his term as County Legislator, as a member of the Jefferson County Industrial Development Agency.

Seconded by Legislator: Daniel R. McBride

All members present voted aye.

Resolution No. 40

Approving ReAppointment to the Thousand Islands Bridge Authority

By Legislator: Robert D. Ferris

Resolved, That, pursuant to Section 577 of the Public Authorities Law, the following reappointment by the Chairman of this Board to the Thousand Islands Bridge Authority for the term indicated, be and is hereby approved:

Name

Term Expiration

Seconded by Legislator: Steel E. Potter

Legislator Montigelli said he has attended TIBA meetings and realized what a commitment these members make to serve on the Authority, especially the Canadian members, and we are lucky to have them. All members present vote aye.

Resolution No. 41

**Approving Re-Appointments to the Thousand Islands
Regional Tourism Development Corporation**

By Legislator: Frances A. Calarco

Resolved, That, pursuant to the Articles of Incorporation for the Thousand Island Regional Tourism Development Corporation, the following reappointments by this Board to the Thousand Island Regional Tourism Development Corporation for terms to expire December 31, 2025 are hereby approved:

| | |
|--------------------------------------|-----------------|
| Alexandria Bay Representative | Ronald Thomson |
| Jefferson County Administrator | Robert Hagemann |
| At Large Representative | Peyton Taylor |

Seconded by Legislator: Steel E. Potter

Legislator Jareo said in light of the last four resolutions concerning advisory boards, he asked if all reappointments to the advisory boards could go through the Ad Hoc Committee for Appointments that the Chairman graciously set up to review these appointments. He said he did not realize that the *reappointments* were not going through that Ad Hoc until just recently.

Legislator Reed said he also felt the reappointments should be going through the Ad Hoc Committee as the Board should be doing its due diligence and performing its oversight responsibility with regard to the advisory boards. All members present voted aye.

Resolution No. 42

**Authorizing Agreement with NYS Department of Education Approved Agency
for the Provision of Special Education Services for Preschool Children with Disabilities**

By Legislator: Philip N. Reed, Sr.

Whereas, New York State Education Law requires that municipalities enter into agreements with agencies approved by the NYS Commissioner of Education to offer special education services to preschool children with disabilities who are determined by the Board of Education of local school districts to require placement in such special education programs, and

Whereas, The New York State Commissioner of Education has approved a number of providers of services and has set rates for all special education program services, and

Whereas, By Resolution No. 104 of 2023 Jefferson County authorized agreements with providers for the provision of special education services for preschool children with disabilities, and an agreement for an additional provider and services needs to be authorized.

Now, Therefore, Be It Resolved, Pursuant to Section 4410 of the New York State Education Law, Jefferson County is hereby authorized to enter into agreements for the term January 3, 2024 through June 30, 2024, for the provision of special education services to children ages three through five with disabilities with the following New York State Education Department approved service provider:

| <u>Provider</u> | <u>Service</u> |
|----------------------------------------------|----------------|
| Belleville Henderson Central School District | Evaluations |

and be it further

Resolved, That the Chairman of the Board of Legislators and the Director of Community Services are hereby authorized and directed to execute such agreement on behalf of Jefferson County, subject to approval by the County Attorney as to form and substance.

Seconded by Legislator: Daniel R. McBride

All members present voted aye.

Resolution No. 43

Authorizing Agreement for Provision of Related Services in Connection with the Program for Preschool Children with Disabilities

By Legislator: Steel E. Potter

Whereas, The Program for Preschool Children with Disabilities provides a variety of related services to children aged three to five years with certain disabilities, such services to be provided in the least restrictive environment, be it home or agency based, and

Whereas, Chapter 243 of the Laws of 1989 requires that counties maintain a list of appropriately certified or licensed professionals to deliver related services to preschool children with disabilities and set a reasonable reimbursement rate for such services, subject to the approval of the New York State Education Department, and

Whereas, By Resolution No. 105 of 2023 Jefferson County authorized agreements with providers for the provision of related services and set rates, and an agreement for an additional provider and services needs to be authorized.

Now, Therefore, Be It Resolved, That, pursuant to Section 4410 of the Education Law, Jefferson

County enter into an agreement with the following party for the provision of the indicated service(s). The term of said agreement shall be for the period January 3, 2024 through June 30, 2024 in accordance with the requirements of the State Education Law and regulations:

| <u>Provider</u> | <u>Service</u> |
|----------------------------------------------|------------------------------------------------------------|
| Belleville Henderson Central School District | Occupational Therapy Physical Therapy Speech Therapy |

and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute such agreements on behalf of Jefferson County with the approval of the County Attorney as to form and content.

Seconded by Legislator: Corey Y. Grant

All members present voted aye.

Resolution No. 44

Amending the 2024 County Budget to Reappropriate Community Development Block Grant (CDBG), HOME Investment Partnership Grant Program Funds, and HOME Investment Partnership – American Rescue Plan Grant Funds

By Legislator: John D. Peck

Whereas, By Resolutions 216 of 2019; 174 of 2021, and 45 and 75 of 2022, the Jefferson County Board of Legislators accepted Community Development Block Grant (CDBG) and HOME grant awards, and

Whereas, By Resolutions 151 of 2020, 126 of 2021 and 175 of 2023 this Board appropriated recaptured CDBG funds in accordance with NYS Office of Community Renewal guidelines, and

Whereas, By Resolution 255 of 2021, this Board accepted HOME American Rescue Plan (ARP) grant award, and

Whereas, Jefferson County maintains grant award balances for the CDBG, HOME and HOME-ARP Programs, and

Whereas, It is necessary to reappropriate these funds in order to provide for the continuation of these programs in 2024.

Now, Therefore, Be It Resolved, That the 2024 County Budget is hereby amended as follows:

Increase:

| | | |
|----------------|-------------------------------|----------------|
| Revenue | | |
| 30000000 30599 | Appropriated Fund Balance | \$5,303,927.47 |
| Expense | | |
| 30865000 04005 | Supportive Housing - HOME ARP | \$2,988,032.00 |
| 30866800 04021 | Community Development Expense | \$ 47,243.02 |
| 30898900 04001 | HOME Program | \$2,268,652.45 |

Seconded by Legislator: Patrick R. Jareo

Roll Call Vote

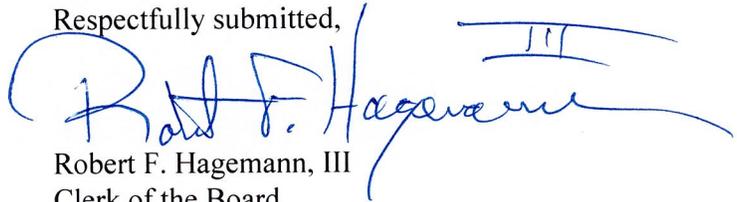
Ayes: Ferris, McBride, Peck, Montigelli, Bartlett-Bearup, Potter, Doldo, Reed, Grant, Calarco, Nabywaniec, Jareo, Boulio, Johnson

Absent: Cantwell

Resolution passed.

There being no further business of the Board, on a motion by Legislator Ferris seconded by Legislator Potter and unanimously carried, the meeting was adjourned at 6:25 p.m.

Respectfully submitted,



Robert F. Hagemann, III
Clerk of the Board