

Office of the County Administrator
Historic Courthouse
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Ryan Piche
County Administrator

Dylan Soper
Deputy County Administrator



July 24, 2025

TO: Members of Finance & Rules Committee

FROM: Ryan Piche, County Administrator

SUBJECT: Finance & Rules Committee Agenda

Please let this correspondence serve as notification that the Finance & Rules Committee will meet on ***Tuesday, July 29, 2025 immediately following the conclusion of the Health & Human Services Committee meeting*** in the Board of Legislators' Chambers.

Following is a list of agenda items for the meeting:

Presentation:

Unsafe Structures Local Law – Jason Crump, Code Enforcement Director

Demolition Project Updates – Development Authority of the North Country

Resolutions:

1. Authorizing County Administrator to Approve Budget Transfers up to \$20,000 within the Budget
2. Concurring in Settlement of Tax Certiorari Proceedings and Authorizing Refund of Taxes to Navy Point Marine Properties, LLC in Connection Therewith
3. Amending the 2025 County Budget and Capital Plan in Relation to Maintenance and Revitalization Capital Projects Plan for Jefferson Community College
4. Authorizing an Agreement with the Thousand Islands Regional Tourism Development Corporation for the Provision of Tourism Development Distribution Grant Program
5. Authorizing an Amended Agreement with ACP Buffalo for the Demolition of the Abbass Foods Site
6. Authorizing an Amended Agreement with Sabre Demolition and Amending the 2025 Budget in Relation to Demolition of the Deferiet Paper Mill and RESTORE NY Grant Funding

7. Authorizing Agreement for One-Stop Operator
8. Authorizing an Agreement with The Spyglass Group, LLC For Technology Audit Services
9. Resolution in Support of Fort Drum as a Candidate Site for the Department of Defense's Advanced Nuclear Microreactor Initiative and Collaboration with NYSERDA and NYPA
10. Resolution Calling on Governor Kathy Hochul to Veto S.8012/A.8332 Relating to the Assessment of Solar and Wind Energy Systems
11. Appointing County Highway Superintendent
12. Approving Appointment to the Sports Fishery Advisory Board
13. Authorizing an Amended Agreement with Zoo New York and Amending the 2025 County Budget in Relation Thereto
14. Authorizing an Agreement with Zoo New York for Tourism Advertising and Amending the 2025 County Budget in Relation Thereto
15. Local Law Intro No. 5 of 2025 - A Local Law Providing for the Repair or Removal of Unsafe Building, Unsafe Equipment and Collapsed Structures
16. Authorizing an Agreement with GYMO, Architecture, Engineering, and Land Surveying, D.P.C. for Professional Services Related to County Dog Control Facilities
17. Adopting a Policy for Jefferson County Vertical Asset Collocation Policy
18. Amending the 2025 County Budget and Capital Plan in Relation to the Highway Department Consolidated Local Street and Highway Improvement Funds
19. Decreasing the Sheriff's Office Petty Cash

Health & Human Services Committee Sponsored Resolutions:

1. Authorizing an Agreement with PIVOT and Amending the 2025 County Budget in Relation Thereto
2. Amending the 2025 County Budget to Allocate Additional State Aid for Community Services Programs
3. Amending the 2025 County Budget to Allocate Additional Opioid Stewardship Funds for Jail Based Services

4. Amending 2025 County Budget Relative to Additional Revenue From the NYS Office of Children and Family Services for the New York State Child Care Block Grant (NYSCCBG) Child Care Assistance Program (CCAP)
5. Amending 2025 County Budget Relative to Social Service Department Accounts

Executive Session:

1. Matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person.

Informational Items:

1. Revenue and Expenditure Spreadsheet
2. Monthly Department Reports:
 - County Clerk
 - Health Benefits

If any Committee Member has inquiries regarding agenda items, please do not hesitate to contact me.

RP:jdj

c:	Administration	County Clerk/Records Mgmt.	JCC
	Budget	Board of Elections	Purchasing/Ctrl Print.
	Clerk of the Board	Employ. & Training	Real Property Tax Serv
	County Attorney	Human Resources	County Treasurer
	County Auditor	Information Technology	
	County Clerk/Records Mgmt	Insurance	

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Authorizing County Administrator to Approve Budget Transfers
up to \$20,000 within the Budget

By Legislator: _____

Whereas, Local Law No. 10 of 1986 established the Office of County Administrator and prescribed the qualifications, term, powers and duties of said office, and

Whereas, Said Local Law No. 10 of 1986 was amended by Local Law No. 1 of 1996 to, among other things, provide greater flexibility in fiscal affairs by granting the County Administrator authority to transfer funds within departmental budgets as authorized by separate resolution, and

Whereas, By Resolution No. 83 of 1996 the Jefferson County Board of Legislators authorized the County Administrator to approve the transfer of funds in an amount not to exceed \$5,000 within and between personnel and benefits, equipment and contractual areas of the budget, subject to several limitations, and

Whereas, By Resolution No. 108 of 2005 the Jefferson County Board of Legislators authorized the County Administrator to approve the transfer of funds in an amount not to exceed \$10,000 within and between personnel and benefits, equipment and contractual areas of the budget, subject to several limitations, and

Whereas, An increase to the County Administrator's authority to transfer funds within departmental budgets to \$20,000 would represent an amount equal to 0.00617% of the 2025 Adopted Budget and continue to be subject to the limitations currently imposed.

Now, Therefore, Be It Resolved, That this Board of Legislators hereby authorizes the County Administrator to approve the transfer of funds in an amount not to exceed \$20,000 within and between personnel and benefits, equipment and contractual areas within each fund of the budget, including the creation of new line items, provided such authority with respect to personal services shall not result in the creation of new permanent full time positions, and provided that such transfers do not exceed the total appropriations for the budget as adopted or amended by the Board of Legislators.

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Concurring in Settlement of Tax Certiorari Proceedings and Authorizing Refund of Taxes to
Navy Point Marine Properties, LLC in Connection Therewith

By Legislator: _____

Whereas, Pursuant to Article 7 of the Real Property Tax Law, Navy Point Marine Properties, LLC, commenced court proceedings to obtain reductions of the assessed valuation of property in the Town of Hounsfield, and

Whereas, The Town of Hounsfield reached a settlement of the proceedings with regard the following tax map parcels, with proposed assessed values as follows:

Parcel No. 88.28-1-1.21; 102 Navy Point Road, Town of Hounsfield

<u>Year</u>	<u>Original Assessment</u>	<u>Reduced Assessment</u>	<u>Refund</u>
2023	\$3,184,900	\$2,100,000	\$ 6,658.43
2024	\$3,184,900	\$1,911,000	\$ 8,182.45

Whereas, the amount of the refund exceeds the authorization of the County Auditor and Treasurer to pay refunds of up to \$2,500.00 without the approval of the Board of Legislators.

Now, Therefore, Be It Resolved, That Jefferson County concurs in the settlements as outlined herein above, and be it further

Resolved, That the County Treasurer is hereby authorized and directed to make appropriate refund as set forth below and to charge back the taxing jurisdiction in accordance with the settlement and Real Property Tax Law §727.

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Amending the 2025 County Budget and Capital Plan in Relation to Maintenance and Revitalization
Capital Projects for Jefferson Community College

By Legislator: _____

Whereas, By Resolution No. 302 of 2024, the Jefferson County Board of Legislators committed to providing Jefferson Community College up to \$5,000,000 for the purposes of maintenance and revitalization capital projects to support the Facilities Master Plan, and

Whereas, Said funding is eligible to be matched by the State, resulting in a total of \$10,000,000 made available to the College for the Plan, and

Whereas, It is necessary to amend the 2025 County Budget and Capital Plan to appropriate funding for Maintenance and Revitalization Capital Projects for Jefferson Community College.

Now, Therefore, Be It Resolved, That the 2025 County Budget and Capital Plan is hereby amended as follows:

Increase:

Fund Balance

01000000 30599	Appropriated Fund Balance	\$ 5,000,000
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Expense

20249000 02056	JCC Campus Revitalization/Maintenance	\$ 10,000,000
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Transfers

01995000 09006	Transfer to Capital Projects Fund	\$ 5,000,000
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20900600 95031	Interfund Transfer	5,000,000
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Revenue

20900600 93097	State Aid College	\$ 5,000,000
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Decrease:

Fund Balance

01000000 30913	Committed Fund Balance	\$ 5,000,000
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Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

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In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Authorizing an Agreement with the Thousand Islands Regional Tourism Development Corporation for the Provision of Tourism Development Distribution Grant Program

By Legislator: _____

Whereas, By Resolution No. 218 of 1998, the Board of Legislators designated Thousand Islands Regional Tourism Development Corporation as Jefferson County's Official Tourism Promotion Agency, and

Whereas, Jefferson County has established an Occupancy Tax Fund, and

Whereas, Revenues generated by Occupancy Tax have exceeded expenditures in recent years, resulting in a significant fund balance that is available for reinvestment, and

Whereas, Local Law No. 5 for 2025 mandates that such funds must be utilized for the purpose of promoting and developing tourism related resources of Jefferson County, and

Whereas, The Board of Legislators has determined that a grant program is an effective and strategic method for deploying these funds to support local businesses, not-for-profit organizations, and municipalities in developing new and improved visitor experiences, and

Whereas, The Thousand Islands Regional Tourism Development Corporation possesses the expertise and regional focus necessary to effectively manage, promote, and administer such a grant program, and

Whereas, A proposal has been presented for the creation of a one-time Tourism Development Grant Program, funded at a total of Three Hundred Fifty Thousand Dollars (\$350,000), to provide grants for forward-facing capital investments that improve the visitor experience.

Now, Therefore, Be It Resolved, That Jefferson County enter into an agreement with Thousand Islands Regional Tourism Development Corporation for the administration of the Tourism Development Grant Program, for the term of September 1, 2025 through December 31, 2026, and be it further

Resolved, That the total amount of said agreement shall not exceed Three Hundred Fifty Thousand Dollars (\$350,000.00), and be it further

Resolved, That individually awarded grants shall not exceed \$25,000 and will require a 10% awardee match, and be it further

Resolved, That the agreement shall require the establishment of a grant review committee and the use of transparent selection and rating criteria for the evaluation of all grant submissions, and be it further

Resolved, That the agreement shall stipulate that the Thousand Islands Regional Tourism Development Corporation may retain an administrative fee of ten percent (10%) of the total contract amount for its services in managing the program, and be it further

Resolved, That the Chairman of the Board is hereby authorized to execute such agreement with Thousand Islands Regional Tourism Development Corporation, including any future extensions within the appropriations as recommended by the County Administrator, subject to the approval of the County Attorney as to form and content, be it further

Resolved, That at any time as the Board of Legislators may request, the Thousand Islands Regional Tourism Development Corporation shall report in writing to this body a detailed statement of work and transactions completed in such form as it may direct, and be it further

Resolved, That the 2025 County Budget is hereby amended as follows:

Increase:

Fund Balance

50000000 30599	Appropriated Fund Balance	\$350,000
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Expense

50641000 04654	TI Council	\$350,000
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Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Authorizing an Amended Agreement with ACP Buffalo for the Demolition of the Abbass Foods Site

By Legislator: _____

Whereas, The former Abbass Foods Warehouse Site in Evans Mills, Town of LeRay is abandoned, condemned for occupancy, and has been acquired by Jefferson County by foreclosure of delinquent real property taxes, and

Whereas, Resolution No. 25 of 2025 authorized an agreement with ACP Buffalo for the demolition of the Abbass Foods Warehouse Site in the amount of \$457,416, and

Whereas, Demolition projects of this scale and complexity inherently involve unpredictability due to the deteriorating nature and inaccessibility of the structures and subsurfaces, and during the course of demolition, a significant quantity of unforeseen Asbestos Containing Material (ACM) was discovered, and

Whereas, The original contract included 200 tons of ACM removal and disposal, but a total of 2,152.10 tons of ACM was present at the site, necessitating the removal and disposal of an additional 1,952.10 tons, in part due to a variance application amended by the New York State Department of Labor, and

Whereas, This circumstance requires a change order to address the increase in environmental contamination disposal, with costs to be funded through available budgeted funds within the Property Remediation Account (20698900 02060), and

Whereas, ACP Buffalo has submitted Change Order No. 2, which, after accounting for \$15,000 in savings from the removal of the tunnel fill-in task, which can most efficiently be achieved through Phase II future demolition, increases the contract by \$297,336 for the additional ACM removal and disposal, bringing the total contract price to \$754,752.

Now, Therefore, Be It Resolved, That Jefferson County authorizes a change order in the amount of \$297,336 and to enter into an amended agreement with ACP Buffalo for the demolition of the Abbass Foods Site in the total amount of \$754,752 (Project Account: ABBASS), and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute said amended Agreement, on behalf of the County, including any additional changes orders as recommended by the County Administrator, within the authorized level of appropriations, subject to review of the County Attorney as to form and content, and be it further

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing an Amended Agreement with Sabre Demolition and Amending the 2025 Budget in Relation to Demolition of the Deferiet Paper Mill and RESTORE NY Grant Funding

By Legislator: _____

Whereas, Jefferson County, the Village of Deferiet, Town of Wilna, Jefferson County Industrial Development Corporation, the Development Authority of the North Country, and New York State Empire Development are collaborating to revitalize and redevelop the Community of Deferiet, NY and the industrial site formerly known as the St. Regis Paper Mill (“Deferiet Paper Mill”), and

Whereas, Resolution No. 271 of 2022 recognized that the demolition and revitalization of the Deferiet Paper Mill (“The Project”) be in the best interest of the people of Jefferson County and supported a grant application for RESTORE NY funding for the purpose of the demolition and remediation, and

Whereas, Jefferson County, in collaboration with community partners, was awarded RESTORE NY funding from New York State Empire State Development (ESD) Corporation in the amount of \$8,572,986, and

Whereas, Resolution No. 362 of 2024 amended the budget related to the required RESTORE NY Grant local match funds of 10%, and

Whereas, A Request for Proposals (RFP) was solicited for the demolition of the Project and Sabre Demolition was determined to be the lowest responsive bidder, and

Whereas, Resolution No. 24 of 2025 authorized an agreement with Sabre Demolition for the Demolition of the Deferiet Paper Mill in the amount of \$5,672,000, and

Whereas, Resolution No. 148 of 2025 authorized an amended agreement with Sabre Demolition for an additional \$562,060 due to unforeseen buried structures and environmental issues, and

Whereas, Demolition projects of this scale and complexity inherently involve unpredictability, and a review of site conditions has uncovered buried structures and determined a need to significantly increase the total amount of environmental waste being hauled from the site, and

Whereas, Revised debris estimates total approximately 19,000 tons of environmental debris, in part due to a variance application amended by the New York State Department of Labor, and

Whereas, This circumstance necessitates a further change order to address the increase in contract, with state funds available within the existing RESTORE NY Grant, and

Whereas, Sabre Demolition has submitted an additional change order, which increases the contract by \$2,766,760 for the additional waste hauling and disposal, bringing the total contract price to \$9,000,820, and

Whereas, additional RESTORE NY Grant funding will need to be recognized to fund the increase in the contract.

Now, Therefore, Be It Resolved, That Jefferson County authorizes change orders in the amount of \$2,766,760 and to enter into an amended agreement with Sabre Demolition for the demolition of the Deferiet Paper Mill in the total amount of \$9,000,820 (Project Account: DEFERIET), and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute said amended Agreement, on behalf of the County, including any additional changes orders as recommended by the County Administrator, within the authorized level of appropriations, subject to review of the County Attorney as to form and content, and be it further

Resolved, That the 2025 County Budget is hereby amended as follows:

Increase:

Revenue

20900600 93297	State Aid Other	\$2,051,311
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Expense

20698900 02060	Property Remediation	\$2,051,311
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Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. ____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the __5th__ day of August, 20 25 and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Authorizing Agreement for One-Stop Operator

By Legislator: _____

Whereas, One of the functions of the local Workforce Development Board (WDB) as set forth in the Workforce Innovation and Opportunity Act of 2014 (WIOA) sec 107 (d) and 20 CFR 679.370 & 678.605 is to make a selection through a competitive process of a One-Stop Operator, and

Whereas, The Final Rules and Regulations 678.621 (a) outline the role of the One-Stop Operator to coordinate service delivery for continuous improvement through evaluation of operator performance and to promote efficiency and effectiveness of the one-stop system by regularly examining performance and costs, and

Whereas, In order to have appropriate procurement, the Jefferson–Lewis WDB contracted with the New York Association of Training and Employment Professionals to issue a Request for Proposals in March, 2025, and

Whereas, One response was received and graded, and it is recommended that Jefferson County Department of Employment & Training be selected as the Jefferson-Lewis WDB One-Stop Operator for the Jefferson-Lewis Workforce Development Area.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized and directed to execute an agreement in the amount not to exceed \$2,000 per year for the period of July 1, 2025 through June 30, 2029 with Jefferson County Department of Employment & Training for One-Stop Operator services, subject to the approval of the County Attorney as to form and content.

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Authorizing an Agreement with The Spyglass Group, LLC For Technology Audit Services

By Legislator: _____

Whereas, Jefferson County utilizes a wide range of telecommunications services, including voice, data, internet, cloud, and mobility/cellular services to support its operations, and

Whereas, The SpyGlass Group, LLC, specializes in performing telecommunications audits and has proposed to provide these services to the County, and

Whereas, SpyGlass will analyze the County's primary telecommunications accounts, deliver recommendations for savings, and, upon the County's election, implement those recommendations, and

Whereas, The fee for services is contingent upon the successful implementation of recommendations and is structured as follows:

- 40% of any one-time "Cost Recovery" (e.g., refunds or credits);
- 9 times the monthly savings for any ongoing Service Elimination Savings;
- 9 times the monthly savings for any ongoing Cost Reduction Savings, and

Whereas, The County is only obligated to pay for such services if, at its sole discretion, opts to enact recommendations.

Now, Therefore Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized and directed to execute an agreement, as well as any and all documents to effectuate the purposes of this Resolution, with The SpyGlass Group, LLC for technology audit services for the maximum term of twenty-four (24) months from the date of contract execution, subject to the review and approval of the County Attorney as to form and content.

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Resolution in Support of Fort Drum as a Candidate Site for the Department of Defense's Advanced Nuclear Microreactor Initiative and Collaboration with NYSERDA and NYPA

By Legislator: _____

Whereas, The United States Department of Defense (DoD), through the Defense Innovation Unit and the U.S. Army, has launched the Advanced Nuclear Power for Installations (ANPI) initiative to enhance energy resilience and mission readiness at military installations, and

Whereas, Microreactor technology offers scalable, emission free dispatchable, and resilient power generation with reduced reliance on fossil fuels, support critical infrastructure for defense operations in all weather conditions, and

Whereas, Fort Drum, located in Jefferson County, serves as a key power projection platform for the U.S. Army and has been identified by Army assessments and federal leadership as a strong candidate for deployment of advanced nuclear technology, and

Whereas, Fort Drum possesses unique infrastructure advantages, operational control of its utilities, and a skilled workforce capable of supporting such technology, all while enjoying longstanding public, state, and federal support for energy security initiatives, and

Whereas, Jefferson County recognizes the significant economic and strategic benefits of this initiative, including job creation, long-term workforce development, and enhanced regional energy security, and

Whereas, New York Governor has directed New York Power Authority (NYPA) to develop at least 1GW of new nuclear power and tasked New York Energy Research and Development Authority (NYSERDA) with the production of a Master Plan for responsible advanced nuclear development in New York State as part of its clean energy strategy.

Now, Therefore, Be It Resolved, That the Jefferson County Board of Legislators fully supports Fort Drum as a host site for the Department of Defense's microreactor program under the ANPI initiative, and be it further

Resolved, That Jefferson County formally expresses its willingness to collaborate with NYSERDA, NYPA, and federal partners in evaluating an supporting the deployment of advanced nuclear energy technologies within the County.

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Resolution Calling on Governor Kathy Hochul to Veto S.8012/A.8332
Relating to the Assessment of Solar and Wind Energy Systems

By Legislator: _____

Whereas, New York State Senate Bill 8012 (Harckham)/Assembly Bill 8332 (Lasher) would amend the Real Property Tax Law to modify the method for assessing solar and wind energy systems by requiring the use of a discounted cash flow approach, and

Whereas, The legislation further requires host community benefit payments to be included as expenses, stipulates that federal tax credits be deemed intangible assets and not included in revenue streams, and imposes a standardized formula for determining the assessed value of solar and wind projects, and

Whereas, This methodology would result in a significant reduction in the assessed value of large-scale solar and wind installations, thereby diminishing local control and tax revenue that can be collected by counties and municipalities, and

Whereas, The previous formula adopted by the State for assessing solar and wind energy systems was found unconstitutional and only taxed the systems at a quarter of their worth, shifting the fiscal burden to residents and small businesses while energy corporations benefit, and

Whereas, The authority to assess real property is provided exclusively to local governments in the State Constitution, and should not be infringed as local governments remain the best equipped to make decisions on the rules, nature and character of their community, and

Whereas, Allowing local assessment authority guarantees that the financial benefits of hosting renewable energy projects are appropriately realized by the impacted communities, not disproportionately shifted to benefit private developers.

Now, Therefore, Be It Resolved, That the Board of Legislators hereby calls on Governor Kathy Hochul to veto S.8012/A.8332 in order to preserve the ability of local governments to generate fair and adequate tax revenues from commercial energy developments, and be it further

Resolved, That a certified copy of this resolution be sent to Governor Kathy Hochul, Senator Mark Walczyk, Assemblyman Ken Blankenbush, Assemblyman Scott Gray, Assemblyman William Barclay, and the New York State Association of Counties.

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Appointing County Highway Superintendent

By Legislator: _____

Resolved, That, pursuant to Section 100 of the Highway Law and Local Law No. 7 of 1969, Joseph Wasilewski be and is hereby appointed as Superintendent of Highways for a term to expire September 4, 2027, and be it further

Resolved, Resolved, That the appointment be set at an annual salary of \$117,264 (Grade 2-B) of the Management Schedule, and ten (10) sick days will be provided in addition to the benefits outlined in the County's Employment Policy Manual for Management Employees.

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Approving Appointment to the Sports Fishery Advisory Board

By Legislator: _____

Resolved, That, pursuant to Section 235 of the County Law and Resolution No. 87 of 2008, the following individual is hereby appointed by the Chairman of this Board to the Sports Fishery Advisory Board for a term to expire December 31, 2025:

New Appointment

Patrick R. Jareo

Board of Legislators Representative

Seconded by Legislator: _____

State of New York)
County of Jefferson) ss.:

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing an Amended Agreement with Zoo New York and Amending the
2025 County Budget in Relation Thereto

By Legislator: _____

Whereas, The Occupancy Tax Fund is specifically designated for activities that promote tourism, and

Whereas, The Jefferson County Board of Legislators recognizes the importance of supporting advertising for local attractions through strategic use of the Occupancy Tax Fund to support tourism, and

Whereas, Resolution No. 247 of 2024 authorized an agreement with Zoo New York for tourism advertising, and

Whereas, Although expenses were incurred, funds were not claimed by the fiscal year end and now require reappropriation.

Now, Therefore, Be It Resolved, That the Chairman of the Jefferson County Board of Legislators be and is hereby authorized to execute an amended agreement with Zoo New York for tourism advertising for the period July 1, 2024 to December 31, 2025, not to exceed \$25,000, and be it further

Resolved, that the 2025 County Budget is hereby amended as follows:

Increase:

Fund Balance		
50000000 30599	Appropriated Fund Balance	\$25,000
Expenditure		
50641000 04665	Zoo	\$25,000

Seconded by Legislator: _____

State of New York)
)ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Authorizing an Agreement with Zoo New York for Tourism Advertising and
Amending the 2025 County Budget in Relation Thereto

By Legislator: _____

Whereas, The Occupancy Tax Fund is specifically designated for activities that promote tourism,
and

Whereas, Zoo New York has demonstrated an opportunity to enhance advertising efforts in order
to increase visitor attendance and further stimulate local tourism, and

Whereas, The Jefferson County Board of Legislators recognizes the importance of supporting
advertising for local attractions through strategic use of the Occupancy Tax Fund to support
tourism.

Now, Therefore, Be It Resolved, That the Chairman of the Jefferson County Board of Legislators
be and is hereby authorized to execute an agreement with Zoo New York for tourism advertising
for the period January 1, 2025 to December 31, 2025, not to exceed \$25,000, and be it further

Resolved, that the 2025 County Budget is hereby amended as follows:

Increase:

Fund Balance		
50000000 30599	Appropriated Fund Balance	\$25,000

Expenditure		
50641000 04665	Zoo	\$25,000

Seconded by Legislator: _____

State of New York)
)ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify
that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of
Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said
Board on the _____ day of _____, 20____ and that the same is a true and correct copy of
such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of
_____, 20____.

Clerk of the Board of Legislators

Local Law Intro. No. 5 of 2025

A LOCAL LAW PROVIDING FOR THE REPAIR OR REMOVAL OF UNSAFE BUILDINGS, UNSAFE EQUIPMENT AND COLLAPSED STRUCTURES

BE IT ENACTED by the Board of Legislators of the County of Jefferson, as follows:

SECTION 1. PURPOSE AND INTENT

1. The Board of Legislators finds that unsafe buildings, unsafe equipment and collapsed structures pose a threat to life and property in the County of Jefferson. Buildings and structures may become unsafe by reason of damage by fire, the elements, age or general deterioration. Vacant buildings that are not properly secured at doorways and windows also serve as an attractive nuisance for young children who may be injured therein, as well as point of congregation by vagrants and transients. A dilapidated building may also serve a place of rodent infestation, thereby creating a health menace to the community. Similarly, unsafe equipment may pose a threat to public health as well as risk of injury. It is the purpose of this local law to provide for the safety, health protection and general welfare of persons and property in the County of Jefferson by requiring that such unsafe buildings be repaired, secured, or demolished and removed. Similarly, any unsafe equipment shall be repaired, secured or removed.

2. It is further the purpose of this local law to establish procedures for identifying and addressing unsafe structures and equipment pursuant to Section 1203.3(f) of the NYS Uniform Fire and Building Code (19 NYCRR 1203.3(f)), currently in effect, or as hereafter may be amended.

SECTION 2. TITLE

This local law shall be known as “Unsafe Buildings and Equipment Law” of the County of Jefferson.

SECTION 3. DEFINITIONS

- (1) **“Building”** means any structure utilized or intended for supporting or sheltering any occupancy.
- (2) **“Building Code”** means the NYS Building Code as currently in effect and as the same may hereafter be amended.
- (3) **“Code Enforcement Officer”** shall mean the Code Enforcement Officer, including any building inspectors, appointed by the Director of the Jefferson County Fire Prevention and Building Code Office (who shall also be a Code Enforcement Officer).
- (4) **“County”** shall mean the County of Jefferson.
- (5) **“Board of Legislators”** shall mean the Jefferson County Board of Legislators.
- (6) **“Uniform Code”** shall mean the New York State Uniform Fire Prevention and Building Code, as currently in effect and as the same may hereafter be amended (19 NYCRR 1201 *et. seq.*).

All definitions contained in the NYS Building Code, including, but not limited to, those definitions regarding unsafe buildings and equipment, are incorporated herein by reference and shall apply with respect to the administration and enforcement of this Local Law.

SECTION 4. APPLICATION

The provisions of this Local Law shall apply to any building or equipment located in Jefferson County and where the town or village where the property is located has relinquished to the County the responsibility of enforcing and administering the Uniform Code pursuant to Section 1202.1 of the Uniform Code.

The provisions of this Local Law shall also apply where the County and a town or village which is responsible for enforcing and administering the Uniform Code enter into an agreement whereby the County is to proceed under this Local Law with respect to a particular unsafe building or equipment located within such town or village.

SECTION 5. INVESTIGATION AND REPORT

1. The Code Enforcement Officer shall, in addition to any other duties or responsibilities prescribed by Local Law No. 3 of 2006, the Building Code or any other general or special law or resolution, be responsible for administering and enforcing the terms of this Local Law.

2. In the event that upon conducting an inspection of property as provided under this Local Law, Local Law No. 3 of 2006, the Building Code or any other general or special law or resolution, or upon an investigation of a complaint, the Code Enforcement Officer becomes aware that a building (whether vacant or occupied):

- (1) is or may become dangerous or unsafe to the general public;
- (2) is open at the doorways and windows making it accessible to and an object of attraction to minors, as well as vagrants and other trespassers;
- (3) is or may become a place of rodent infestation;
- (4) presents any other danger to the health, safety, morals and general welfare of the public; or
- (5) is unfit for the purposes for which it may lawfully be used,
- (6) contains unsafe equipment as that term is defined by the Building Code,

the Code Enforcement Officer shall cause or make an investigation thereof and report his/her findings to the Director of the Jefferson County Fire Prevention and Building Code Office, or his or her designee. Should the Director of the Jefferson County Fire Prevention and Building Code Office, or his/her designee, in consultation with the County Attorney, thereafter determine that it is unlikely that the owner of the premises upon which the unsafe structure or equipment is located, to repair, secure or demolish and remove the unsafe structure or equipment, or should the Director of the Jefferson County Fire Prevention and Building Code Office determine that the unsafe building or equipment likely constitutes an emergency case under Section 13 of this Local Law, he/she shall report in writing to the Board of Legislators his/her findings and recommendations in regard to its

repair or demolition and/or removal.

3. If, at any time, the Code Enforcement Officer finds that an unsafe building and/or equipment should be condemned, he or she shall follow the procedures set forth in the Building Code, irrespective of whether he or she seeks further action from the Board of Legislators hereunder.

SECTION 6. BOARD OF LEGISLATORS ORDER

The Board of Legislators shall thereafter consider such report and by resolution determine,

- (1) if in its opinion that such building or equipment is unsafe;
- (2) whether, in addition to any order of condemnation issued by the Code Enforcement Officer, to order the repair of the same if it can be safely repaired; or
- (3) whether to order its demolition and removal; and
- (4) in any event to require that a notice of its decision be served upon the persons and in the manner provided herein.

SECTION 7. NOTICE; CONTENTS

Notice of the Board of Legislators' determination, to include any order to be issued thereunder, shall be given as provided in this Local Law. The notice shall contain the following:

- (1) a description of the premises;
- (2) a statement of the particulars in which the building or equipment is deemed unsafe;
- (3) an order, outlining the manner in which the building or equipment is to be made safe and repaired, secured, or demolished and removed;
- (4) a statement that the repairing, securing or demolition and removal of such building or equipment shall commence within 30 days of the service of the notice and shall be completed within 60 days thereafter, unless, for good cause shown, such time shall be extended;
- (5) a date, time and place for a hearing before the Board of Legislators in relation to such unsafe building or equipment, which hearing shall be scheduled not less than five business days from the date of service of the notice; and
- (6) a statement that in the event of neglect or refusal to comply with the order to repair, secure or demolish and remove the building or equipment, the Board of Legislators is authorized to provide for its demolition and removal, to assess all expenses thereof against the land on which it is located and to institute a special proceeding to collect the costs of demolition, including legal expenses.

SECTION 8. SERVICE OF NOTICE AND FILING

The said notice shall be served:

- (1) by personal service of a copy thereof upon the owner, executor, administrator, agent, lessee, or any person having a vested or contingent interest in such unsafe building

- or equipment as shown by the records of the receiver of taxes (or tax collector) or of the county clerk and by affixing a copy of such notice upon the unsafe building or equipment; OR
- (2) or if no such person can be reasonably found, by mailing such owner by regular mail and registered mail, return receipt requested, a copy of such notice directed to his last known address as shown by the above records, and by personal service of a copy of such notice upon any adult person residing in or occupying said premises if such person can be reasonably found, and by affixing a copy of such notice upon the unsafe building or equipment.

SECTION 9. FILING OF NOTICE

A copy of the notice as provided herein shall be also filed in the office of the Jefferson County Clerk, which notice shall be filed by the Clerk in the same manner as a notice of pendency pursuant to Article 65 of the Civil Practice Law and Rules, and shall have the same effect as a notice of pendency as therein provided. A notice so filed shall be effective from the date of filing, provided, however, that it may be vacated upon the order of a judge or justice of a court of record or upon the consent of the County Attorney.

SECTION 10. HEARING

The hearing shall be conducted before the Board of Legislators. The owner, either individually, and/or through his/her attorney, shall be given an opportunity to respond to the Notice of the Board of Legislators' determination as provided for in Section 7 and the investigation and report submitted to the Board of Legislators as provided for in Section 5, and to present witnesses and any other proof relating to the matter.

At the conclusion of the hearing, the Board of Legislators shall make a written determination which shall be signed by the Chairman of the Board of Legislators, and which shall either sustain, modify or reverse the Board of Legislators' determination and order issued under Section 7.

Should the owner fail to appear at the hearing, the Board of Legislators shall sustain the Board of Legislators' determination and order issued under Section 7.

SECTION 11. REFUSAL TO COMPLY

In the event of the refusal or neglect of the person so notified by comply with said order of the Board of Legislators and after the hearing, the Board of Legislators shall provide for the demolition and removal of such building or equipment or structure either by County employees or by contract. Except in emergency as provided in section 13 hereof, any contract for demolition and removal of a building in excess of \$20,000.00 shall be awarded through competitive bidding.

SECTION 12. ASSESSMENT OF EXPENSES

All expenses incurred by the County in connection with the proceedings to repair, secure, demolish

and/or remove the unsafe building or equipment, including the cost of actual removing such building, and all reasonable and necessary legal expenses incidental thereto, shall, at the option of the Board of Legislators, either:

- (1) Be assessed against the land on which such building is located and shall be levied and collected in the same manner as provided in Section 270 of the County Law for the levy and collection of a special ad valorem levy, or
- (2) Be collected by commencement of a special proceeding against the owner of said unsafe or dangerous building or structure in Supreme Court, County of Jefferson.

SECTION 13. EMERGENCY CASES

Where it reasonably appears to the Board of Legislators, upon its review of the report of the Code Enforcement Officer, that there is present a clear and imminent danger to life, safety or health of any person or property, unless the unsafe building or unsafe equipment is immediately repaired and secured or demolished, the Board of Legislators may by resolution authorize the Code Enforcement Officer to immediately cause the repair or demolition of such unsafe building or equipment. If the Board of Legislators reasonably finds that such an emergency exists, the bidding requirements of Section 11 above shall be dispensed with. The expenses of such repair or demolition shall be a charge against the land on which it is located and shall be assessed, levied and collected as provided in section 12 hereof.

SECTION 14. SEPARABILITY

Each separate provision of this local law shall be deemed independent of all other provisions herein, and if any provisions shall be deemed invalid, all other provisions hereof shall remain valid and enforceable.

SECTION 15. EFFECTIVE DATE

This local law shall take effect upon its being duly filed in the office of the Secretary of State of the State of New York as provided in Section 27 of the Municipal Home Rule Law.

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing an Agreement with GYMO, Architecture, Engineering, and Land Surveying, D.P.C. for
Professional Services Related to County Dog Control Facilities

By Legislator: _____

Whereas, Agriculture & Markets Law Article 26-C establishes responsible, uniform, and effective standards for the care of dogs in animal shelters to ensure public trust and provide increased protection for such animals while in the care of such facilities, and

Whereas, The County has been evaluating its current dog control facilities and services to ensure long-term operational efficiency and compliance with all applicable state guidelines, and

Whereas, Professional services are required to prepare conceptual plans, site plans, and design documents for potential facility solutions to meet the County's long-term needs, and

Whereas, GYMO, Architecture, Engineering, and Land Surveying, D.P.C., has significant prior and ongoing experience with the County's dog control facilities and with aiding in securing grant funds, and

Whereas, The potential total not-to-exceed fee for the proposed services is \$97,400, which includes a Planning and Site Plan Submission Phase at a cost of \$37,300 and a County option for Architectural, Structural, Civil and MEP Design Phase at a cost of \$60,100, and

Whereas, Budgeted funds are available within the Dog Control Facility Account (20351000 02044).

Now, Therefore Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized and directed to execute an agreement with GYMO, Architecture, Engineering, and Land Surveying, D.P.C. for the aforementioned professional services at a total cost not to exceed \$97,400, subject to the review and approval of the County Attorney as to form and content.

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Adopting a Policy for Jefferson County Vertical Asset Collocation

By Legislator: _____

Whereas, Jefferson County is the owner of thirteen (13) communication towers and various other vertical real estate assets potentially suitable for the collocation of communication antennas and related equipment by external agencies and commercial vendors, and

Whereas, The construction of the County's Emergency Management Radio System, authorized by Resolution No. 278 of 2016, has created opportunities for the leasing of space on towers and vertical assets, and

Whereas, The primary purpose of the County's tower and vertical real estate infrastructure is to support the critical needs of the public safety communications system, and no collocation shall be permitted that compromises or degrades this primary function, and

Whereas, To manage requests for collocation in a consistent and effective manner, and to protect the integrity of the County's infrastructure, a formal policy is necessary, and

Whereas, The Jefferson County Vertical Asset Collocation Policy has been developed to provide a clear framework for the application, review, contracting, and implementation processes for all parties seeking to collocate equipment on County-owned vertical assets, and

Whereas, This Policy ensures that all collocations are subject to a thorough review, including structural and intermodulation analyses, to prevent any detrimental impact on existing operations.

Now, Therefore, Be It Resolved, That the Vertical Asset Collocation Policy, as attached hereto and made a part hereof, is hereby adopted and shall be effective immediately.

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. ____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

Jefferson County's Vertical Asset Collocation Policy

The following provides a policy for Jefferson County's communication towers and all vertical resources owned by Jefferson County (County) for the collocation of wireless communications equipment and the process for requesting space. The intent of this Policy is to ensure the protection and effective operation of Jefferson County owned vertical infrastructure while recognizing the potential benefits in the leasing of tower space; and to ensure that all potential tenants of a tower or vertical resource are able to operate in a consistent manner.

Management Overview

The County shall engage a Radio Engineering Firm (REF) to aid in management and advise on collocation requests to install equipment on vertical resources and towers owned by the County.

The primary use of the tower and vertical real estate is for Jefferson County's Public Safety Communications infrastructure. No collocation will be allowed to operate if they degrade the primary use of the tower/vertical real estate which is utilized for public safety communications. In addition, it is the goal of the County to maintain an organized site. Therefore, all collocators will be required to install and maintain their equipment in a preapproved organized manner.

Collocation Application

An Applicant seeking vertical real estate is required to complete the Jefferson County Collocation Application, available from the Fire and Emergency Management Office. When the Collocation Application is complete and the Collocation Fee is paid to the County's REF, the application will be reviewed and processed by the County's REF. The review will include County's REF completion of a Structural Analysis and an Intermodulation Analysis. The results will be provided to the County and reviewed as well as shared with the Applicant. If the Applicant's equipment does not cause detrimental effects on others operation, the application will proceed to proposal development to the County and begin the contract stage of the process.

Application Steps

- Collocation Application Fee Paid to the County's REF
- Structural Analysis is ordered by the County's REF
- Intermodulation Analysis completed by the County's REF
- Application – Approved to proceed by the County and REF

Contract

The Contract portion of the process will establish the rates and terms and conditions of the operations of the equipment on the tower in a form acceptable to the County Attorney. As part of the Contract process, regularly scheduled meetings will be planned to facilitate the process. The costs associated with the Application Fee will assume the process will be completed within two months. If additional time is needed, additional engagement fees may be required by the Applicant. The contract will also describe the removal plan when equipment is no longer needed or is outdated. This removal will be the responsibility of the Lessee.

Contract Steps

- Creation of a Draft Contract which will be reviewed and approved by the County Attorney
- Cost of Collocation Determined
- Exhibits
- Amendments/Contract
 - Contract – Signed by the County and new vendor after final review and approval of the County Attorney

Implementation

The final stage of completing the Collocation process is the implementation of the equipment on the tower or vertical space. Once the contract is fully executed, the implementation fee per the contract is paid, insurance documents are provided for the vendor and their sub-contractors, and the final plans are approved, there will be a Notice to Proceed (NTP) issued. The NTP will need to be completed before any construction can begin. Once the NTP is issued, a Pre-Construction Walk Thru will be completed. The Pre-Construction Walk Thru should be completed with the County's Site Manager and the County's REF. The County's REF will be on-site during the construction process as the County Project Manager. The County and the REF will have final say on decision reference to equipment placement, installation and grounding. Once the equipment is installed, there will be a Post-Construction Walk Thru to include Jefferson County, the REF and the lessee to ensure all equipment has been installed per the approved plan. The County reserves the right to require changes identified as a result of the Post-Construction Inspection.

Implementation Steps

- Contract Fully Executed
- Implementation Fee Paid
- Insurance Documents
- Notice to Proceed

- Pre-Construction Walk Thru
- Equipment Deinstalled/Installed
- Post-Construction Inspection
- Post-Construction Walk Thru
 - Implementation – Complete

Fees

Fees are to be set by the County and REF and may include, but are not limited to:

- Collocation Application Fee
- Structural Analysis
- Intermodulation Analysis (if needed)
- Contract Modification Fees
- Implementation Fee
- Post Construction Walk Thru – Required if complete pictures set of site construction is not provided within 15 days after construction is complete
- Post Construction Tower Climb Inspection – Required if complete pictures set of site construction is not provided within 60 days after construction is complete
- The fees for post construction work are paid to County’s radio engineering firm and returned when the proper post construction data is provided.

By signing below TENANT acknowledges and agrees to the collocation process as outlined in this document.

Signature Date

Printed Name

Company Name

Adopted by Jefferson County Legislature Date:

Resolution Number:

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Amending the 2025 County Budget and Capital Plan in Relation to the Highway Department
Consolidated Local Street and Highway Improvement Funds

By Legislator: _____

Whereas, The New York State Governor and Legislature have reached an agreement on the State FY 2025-2026 Consolidated Local Street and Highway Improvement Program (CHIPS), and

Whereas, the funding for Jefferson County includes \$1,700,000 over and above the 2025 Adopted County Budget apportioned across regular CHIPS, paving and extreme winter recovery, and

Whereas, The County Highway Superintendent has requested that this additional revenue be recognized and appropriated into various Highway Department and Capital accounts.

Now, Therefore, Be It Resolved, That the 2025 County Budget is hereby amended as follows:

Increase:

Revenue		
05900300 93501	Consolidated Highway Aid	\$1,700,000
Expenditure		
05511200 04930	Paving County Roads	\$ 700,000
20511300 02810	Yellow Flagged Repair	1,000,000
Transfers		
05995000 09007	Transfer to Capital Bridges	\$1,000,000
20900600 950315	Interfund Transfer Roads	1,000,000

And be it further

Resolved, That the six-year capital plan is amended accordingly.

Seconded by Legislator: _____

State of New York)
County of Jefferson) ss.:

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Decreasing the Sheriff's Office Petty Cash Fund

By Legislator: _____

Whereas, By Resolution No. 115 of 1964, a petty cash fund was established for the Sheriff's Office, and

Whereas, Said petty cash fund was increased and amended by Resolutions Nos. 188 of 1977, 89 of 1991, and 65 of 2009, and

Whereas, Said petty cash fund is maintained by the Records Division for the purposes of pistol permit transactions and fingerprinting fees, and

Whereas, the Civil Division maintains a petty cash fund for in person civil transactions and providing cash advances for costs associated with inmate transportation, and

Whereas, An audit and review of the petty cash funds has determined that authorized amounts should be reduced.

Now, Therefore, Be It Resolved, that the Sheriff's Office petty cash fund for Record Division be reduced from \$300 to \$150 effective June 24, 2025 and the Civil Division petty cash be reduced from \$1,000 to \$300 effective September 1, 2025.

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

Year: 2025 Month Ending: June

Departmental Revenue (YTD)

Date Run: 7/14/2025

Department	Revenue through end of June 2024	Revenue through end of June 2025	2025 Amended Budget June = 50.00%	2024 Revenue as % of 2024 BUD	2025 Revenue as % of 2025 BUD
1045 - General Items 01	\$111,627,186	\$47,578,063	\$84,195,612	67.71%	28.25%
1165 - District Attorney 01	\$393,372	\$480,823	\$552,197	36.62%	43.54%
1170 - Public Defender 01	\$637,516	\$42,500	\$523,101	101.28%	4.06%
1325 - Treasurers Department 01	\$6,286	\$9,405	\$20,750	21.13%	22.66%
1345 - Purchasing 01	\$15,102	\$49,033	\$40,000	20.14%	61.29%
1355 - Real Property Tax Services 01	\$438,915	\$251,117	\$274,742	78.12%	45.70%
1410 - County Clerk 01	\$927,989	\$979,675	\$1,114,750	40.06%	43.94%
1420 - County Attorney 01	\$376,306	\$281,008	\$436,939	57.72%	32.16%
1430 - Human Resources 01	\$38,754	\$8,940	\$4,500	30.28%	99.33%
1436 - Insurance Department 01	\$0	\$0	\$45,000	0.00%	0.00%
1450 - Board of Elections 01	\$54	\$79,360	\$40,148	5.68%	98.83%
1620 - Buildings 01	\$220,084	\$278,490	\$656,127	19.96%	21.22%
1680 - Information Technology 01	(\$507)	\$0	\$31,000	-0.82%	0.00%
2490 - Education 01	\$183,892	\$130,000	\$95,000	89.70%	68.42%
3110 - Sheriff - Criminal & Civil Div 01	\$301,436	\$359,011	\$406,454	46.72%	44.16%
3140 - Probation 01	\$385,525	\$93,612	\$443,017	43.45%	10.57%
3315 - STOP DWI Program 01	\$62,199	\$70,841	\$58,206	60.00%	60.85%
3410 - Fire & Emergency Management 01	\$434,025	\$171,636	\$477,178	50.22%	17.98%
3510 - Dog Control 01	\$3,951	\$8,960	\$230,077	1.01%	1.95%
3620 - Code Enforcement 01	\$84,052	\$98,509	\$116,563	41.00%	42.26%
4050 - Public Health 01	\$1,005,067	\$939,117	\$3,621,011	16.71%	12.97%
4310 - Mental Health Services 01	\$6,564,340	\$6,234,134	\$7,314,302	54.27%	42.62%
5610 - Airport 01	\$1,034,667	\$869,605	\$1,534,836	39.40%	28.33%
6010 - Social Services Administration 01	\$6,082,655	\$5,571,907	\$6,535,912	51.70%	42.63%
6070 - Services for Recipients 01	\$12,858,535	\$11,116,681	\$12,716,913	54.19%	43.71%
6510 - Veterans Service Agency 01	\$25,000	\$19,877	\$48,136	30.44%	20.65%
6540 - Consumer Affairs - County Seal 01	\$37,864	\$42,203	\$51,782	42.23%	40.75%
6772 - Office for the Aging 01	\$359,315	\$578,937	\$935,601	18.27%	30.94%
8020 - Planning 01	\$62,093	\$109,740	\$95,295	12.45%	57.58%
8730 - Forestry 01	\$0	\$11,952	\$20,000	NaN	29.88%
8989 - Public Benefit Agencies 01	\$0	\$250	\$0	NaN	#Error
8990 - Employee Benefits 01	\$0	\$0	\$20,000	0.00%	0.00%
8992 - Interfund Transfers 01	\$0	\$692,272	\$396,136	0.00%	87.38%
01 - General Fund	\$144,165,675	\$77,157,658	\$123,051,282	61.58%	31.35%
9003 - Highway 05	\$9,893,664	\$9,924,377	\$8,268,049	65.45%	60.02%
9004 - Road Machinery 10	\$2,029,962	\$2,066,952	\$1,034,661	99.90%	99.89%
9101 - Solid Waste - Recycling 15	\$2,762,852	\$1,662,297	\$2,458,292	61.56%	33.81%
9006 - Capital 20	\$7,437,069	\$12,574,185	\$35,806,366	10.59%	17.56%
1045 - General Items 21	\$1,179,352	\$99,218	\$405,427	13.73%	12.24%
6340 - Employment and Training 25	\$698,762	\$863,066	\$1,632,471	22.78%	26.43%
1436 - Insurance Department 35	\$2,103,495	\$1,783,298	\$1,273,375	79.96%	70.02%
9021 - Health Benefits 40	\$13,311,184	\$13,877,611	\$13,545,045	52.53%	51.23%
9023 - Occupancy Tax 50	\$65,530	\$57,770	\$259,174	14.11%	11.15%
9150 - Debt Service 55	\$1,467,374	\$1,449,805	\$1,118,482	57.74%	64.81%
Total All Funds	\$185,114,919	\$121,516,235	\$188,852,621	50.22%	32.17%

Year: 2025 Month Ending: June

Departmental Expense (YTD)

Date Run: 7/14/2025

Department	Spending through end of June 2024	Spending through end of June 2025	2025 Amended Budget June = 50.00%	2024 Spending as % of 2024 BUD	2025 Spending as % of 2025 BUD
1010 - Legislative Board 01	\$643,087	\$623,069	\$742,750	51.08%	41.94%
1045 - General Items 01	\$22,408,010	\$22,918,962	\$25,911,348	44.13%	44.23%
1165 - District Attorney 01	\$1,323,722	\$1,307,979	\$1,759,305	42.58%	37.17%
1170 - Public Defender 01	\$833,003	\$953,994	\$1,356,577	38.70%	35.16%
1325 - Treasurers Department 01	\$347,933	\$434,708	\$494,976	47.76%	43.91%
1345 - Purchasing 01	\$265,301	\$286,964	\$312,736	39.83%	45.88%
1355 - Real Property Tax Services 01	\$462,851	\$494,146	\$637,737	38.64%	38.74%
1410 - County Clerk 01	\$1,023,353	\$1,013,683	\$1,089,566	47.29%	46.52%
1420 - County Attorney 01	\$1,223,466	\$1,424,902	\$1,814,383	37.20%	39.27%
1430 - Human Resources 01	\$314,727	\$286,533	\$332,191	45.93%	43.13%
1436 - Insurance Department 01	\$1,023,587	\$1,000,814	\$1,078,323	68.25%	46.41%
1450 - Board of Elections 01	\$1,273,594	\$585,970	\$649,522	70.83%	45.11%
1620 - Buildings 01	\$2,399,115	\$2,318,551	\$2,341,128	50.42%	49.52%
1680 - Information Technology 01	\$928,429	\$983,761	\$1,065,661	46.83%	46.16%
1910 - Special Items 01	(\$25,713)	\$14,688	\$1,154,616	-5.31%	0.64%
2490 - Education 01	\$5,712,934	\$5,821,932	\$3,070,633	94.90%	94.80%
3110 - Sheriff - Criminal & Civil Div 01	\$10,698,039	\$11,176,550	\$11,280,527	48.33%	49.54%
3140 - Probation 01	\$1,962,775	\$1,917,067	\$2,297,007	43.88%	41.73%
3315 - STOP DWI Program 01	\$29,624	\$44,480	\$58,206	21.53%	38.21%
3410 - Fire & Emergency Management 01	\$2,137,949	\$2,772,114	\$3,698,017	29.03%	37.48%
3510 - Dog Control 01	\$171,153	\$209,531	\$245,274	39.74%	42.71%
3620 - Code Enforcement 01	\$346,799	\$350,908	\$387,622	47.42%	45.26%
4050 - Public Health 01	\$3,348,824	\$3,576,439	\$5,169,705	37.44%	34.59%
4310 - Mental Health Services 01	\$6,296,239	\$5,508,998	\$9,788,269	37.13%	28.14%
5610 - Airport 01	\$2,233,509	\$2,826,608	\$2,131,630	53.10%	66.30%
6010 - Social Services Administration 01	\$9,835,771	\$10,304,705	\$12,438,479	43.75%	41.42%
6070 - Services for Recipients 01	\$21,821,715	\$22,632,360	\$25,904,687	45.08%	43.68%
6510 - Veterans Service Agency 01	\$94,133	\$95,777	\$108,107	43.22%	44.30%
6540 - Consumer Affairs - County Seal 01	\$97,527	\$100,479	\$117,211	45.37%	42.86%
6772 - Office for the Aging 01	\$1,092,455	\$1,382,148	\$1,659,952	32.59%	41.63%
8020 - Planning 01	\$290,571	\$1,136,286	\$1,015,518	24.38%	55.95%
8730 - Forestry 01	\$92,169	\$122,534	\$84,000	52.97%	72.94%
8989 - Public Benefit Agencies 01	\$1,139,561	\$1,733,941	\$1,336,219	62.50%	64.88%
8990 - Employee Benefits 01	\$3,288,748	\$3,436,807	\$3,530,000	49.21%	48.68%
8992 - Interfund Transfers 01	\$15,188,993	\$16,159,660	\$8,254,823	96.07%	97.88%
01 - General Fund	\$120,323,953	\$125,958,052	\$133,316,700	48.46%	47.24%
9003 - Highway 05	\$13,709,882	\$14,738,368	\$9,603,429	77.20%	76.73%
9004 - Road Machinery 10	\$2,887,931	\$2,983,746	\$2,001,119	64.30%	74.55%
9101 - Solid Waste - Recycling 15	\$3,208,615	\$2,785,487	\$2,993,220	59.28%	46.53%
9006 - Capital 20	\$12,026,170	\$48,479,957	\$41,387,268	13.98%	58.57%
1045 - General Items 21	\$1,914,350	\$1,008,566	\$2,320,419	19.71%	21.73%
6340 - Employment and Training 25	\$958,993	\$1,106,984	\$1,632,471	31.26%	33.91%
1436 - Insurance Department 35	\$813,908	\$830,839	\$1,273,375	30.94%	32.62%
9021 - Health Benefits 40	\$12,604,161	\$12,111,274	\$13,986,338	49.74%	43.30%
9023 - Occupancy Tax 50	\$221,800	\$439,300	\$259,174	47.77%	84.75%
9150 - Debt Service 55	\$1,124,425	\$1,127,850	\$1,118,482	44.24%	50.42%
Total All Funds	\$169,794,188	\$211,570,423	\$209,891,994	41.85%	50.40%

Statement of County Clerk's Fees Received

I, Gizelle J. Meeks, County Clerk of Jefferson County, New York, do hereby report the receipts of the Jefferson County Clerk's Office for the Month of June 1, 2025 through June 30, 2025 as follows:

DMV Fees:

CC06	Retention	\$ 73,967.34
CC05	Sales Tax Ret	\$ 536.00
CC05	FS-6 Ret	\$ 706.00
Total		\$ 75,209.34

Land Records Fees:

CC07	Recording Fees	\$ 61,835.94
CC07	Filing Fees	\$ 3,080.00
CC07	Passport Fes	\$ 1,015.00
CC07	Photo Fees	\$ 480.00
CC07	RETT	\$ 491.00
CC07	RP5217 Ret	\$ 3,042.00
CC07	Notary Ret	\$ 460.00
CC07	NY Ed. Ret/RM	\$ 1,262.00
CC07	UCC's	\$ 1,440.00
CC07	Miscellaneous	\$ 323.00
CC07	General Int.	\$ 382.12
CC07	DMV Int.	\$ -
CC07	Cover Page Fee	\$ 5,460.00
CC07	Overages	\$ 155.60
CC07	Copy Fees	\$ 2,715.05
CC07	E-Subscription	\$ 7,581.00
Total		\$ 89,722.71

Mortgage Tax Fees:

CC07	Expense	\$ 34,943.00
CC07	Interest	\$ 85.20
Total		\$ 35,028.20

Court Record Fees:

CC08	Index Fees	\$ 4,250.00
CC08	Misc. Court	\$ 15.00
CC50	County Fines	
Total		\$ 4,265.00

Fees Collected for Other Depts.:

TR50	Stop DWI	\$ 505.00
TO761	Deposit Into Court	\$ -
Total		\$ 505.00

Adjustments (Deductions):

CC06	DMV Online Revenue:	\$ 30,195.54
CC07	Credit Cards	\$ 8,918.44
CC07	Notaries:	\$ 460.00
		\$ -
Total		\$ 460.00
CC07	Incorporations:	\$ 815.00
		\$ -
Total		\$ 815.00

CC07	Tax Sale - Rec. Fees	\$ 785.50
	Tax Sale - RETT	\$ 962.00
	Tax Sale - Misc.	\$ -
Total		\$ 1,747.50

Total By Account

CC05	\$ 1,242.00
CC06	\$ 43,771.80
CC07	\$ 112,809.97
CC08	\$ 4,265.00
CC50	\$ -
PROJECT TR50	\$ 505.00
TT61	\$ -
Total	\$ 162,593.77

I received from Gizelle J. Meeks, Jefferson County Clerk the sum of: \$ 162,593.77

7/13/25
Date


Jefferson County Treasurer/Deputy

Health Benefit Report - Expenditures through June 2025

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Accrual/ Rebates	Total	Adopted Budget
2025	2,267,609	2,235,937	2,196,719	2,559,453	1,980,592	2,174,964							-32,284	13,382,990	26,000,000
2024	1,921,916	1,974,502	2,172,724	2,387,400	2,806,454	2,094,421	2,487,230	2,432,222	2,037,901	2,343,581	2,201,250	1,911,667	-1,350,290	25,420,978	23,500,000
2023	1,725,821	2,063,382	2,335,068	1,949,665	2,152,515	2,147,317	1,942,590	2,355,616	2,204,520	2,022,029	1,887,991	1,747,627	-2,388,665	22,145,474	22,000,000
2022	1,537,896	1,842,588	2,730,790	1,241,092	1,899,488	1,836,289	1,723,927	2,195,618	1,714,200	1,848,532	1,832,888	1,823,947	-849	22,226,406	21,500,000
2021	1,391,643	1,360,776	1,840,634	1,111,871	1,724,818	1,979,876	1,644,478	1,148,699	1,904,488	1,740,311	1,952,912	1,736,020	913,753	20,450,280	22,500,000
2020	2,000,523	1,959,018	1,955,959	1,611,645	1,645,789	1,474,318	2,086,246	1,622,635	2,008,568	1,731,176	1,597,596	1,493,882	-1,543,303	19,644,052	21,100,000
2019	1,706,282	1,487,006	1,495,967	1,370,373	1,733,868	1,533,132	1,751,872	1,629,898	1,867,896	2,059,652	1,836,676	1,687,820	-625,042	19,535,402	22,100,000
2018	1,592,534	1,785,350	2,113,093	1,848,874	1,279,299	1,162,251	1,400,942	1,999,071	1,431,052	1,862,490	1,355,279	1,583,609	-967,059	18,446,785	21,500,000
2017	1,529,529	1,866,306	1,825,608	1,572,248	1,819,815	1,815,944	1,488,988	1,596,965	1,511,099	1,561,197	1,876,330	1,697,642	-188,804	19,972,868	21,500,000
2016	1,633,556	1,631,731	1,966,926	1,395,394	1,555,709	1,782,977	1,674,534	1,427,421	1,982,882	1,689,937	1,380,652	1,715,106	-174,186	19,662,639	19,500,000
2015	1,447,909	1,711,206	1,323,090	1,832,204	1,671,467	1,478,813	1,659,141	1,336,322	1,720,703	1,832,887	1,294,288	2,045,210	-1,169,591	18,183,649	17,950,000
2014	1,278,930	1,130,181	1,468,292	1,665,269	1,460,980	1,536,745	1,449,695	1,374,535	1,203,417	1,289,949	1,380,933	1,362,655	275,388	16,876,970	16,000,000
2013	579,446	894,308	1,505,686	1,533,248	1,273,873	1,186,989	924,809	1,435,050	1,133,361	1,286,329	1,208,752	1,523,899	702,604	15,188,353	16,000,000
2012	701,835	1,236,667	1,325,449	958,983	1,333,307	1,090,308	1,234,885	1,319,356	1,470,833	1,356,075	1,286,161	1,390,545	468,831	15,173,236	16,500,000
2011	1,299,479	1,252,851	1,326,540	1,150,034	1,174,784	1,306,781	1,133,739	1,046,098	1,173,697	1,337,826	1,057,304	1,347,532	-278,692	14,327,973	17,200,000
Monthly Average Percent	7.44%	8.11%	9.28%	7.91%	8.60%	8.20%	8.26%	8.38%	8.54%	8.76%	8.10%	8.43%	-2.37%		
												100.00%			

Estimated Cost Scenarios 2025 Budget 26,000,000

Average % compared to rest of years

2018-2024 Average Cost percentage by month/year total	51.33%	
Estimated 2025 Cost	26,074,104	(74,104)
2024 Cost percentage by month/year total	51.22%	
Estimated 2025 Cost	26,130,013	(130,013)
Straight 12 Month Cost by average month to date	26,449,206	(449,206)