

General Services Committee
March 11, 2025
Minutes

Members Present: Committee Chair James Nabywaniec, Legislators Philip Reed, Steel Potter, Corey Grant, Board Chair Johnson

Others Present: Legislators Michael Montigelli, Patrick Jareo, Frances Calarco, Anthony Doldo, Karen Freeman, County Administrator Ryan Piche, Deputy Administrator Dylan Soper, County Attorney John Sabik, Director of Aviation Grant Sussey, Fire & Emergency Management Director Joseph Plummer, Highway Superintendent James Lawrence, Civil Engineer Andrew Makuch, Planning Director Michael Bourcy, Confidential Secretary Jill Jones, Confidential Secretary Jaimie Lee

Chairman Nabywaniec called the meeting to order at 5:30 p.m. and offered Privilege of the Floor however no one present wished to speak. The Committee approved the minutes of the February Committee meeting. At this time, the Committee and others present were given a tour of the new terminal and gateway construction site by Director of Aviation, Grant Sussey. Representatives from McFarland Johnson, Zach Staff, William Verfuss, and David Collins weighed in on technical aspects of the progress alongside Mr. Sussey.

Upon return from the terminal site tour, Chairman Nabywaniec gave the floor to Director of Aviation, Grant Sussey, for a finance and timeline focused update and outlook on the construction project. Highlights of the presentation included the main terminal construction project being approximately 29.5 percent complete at the time of the presentation and commending the excellent collaborative efforts amongst the involved parties and organizations. The presentation concluded with discussion of next steps for the terminal and gateway connector projects, with mention of the anticipated restaurant addition to the airport in 2026.

Deputy County Administrator Dylan Soper provided an update on the County Infrastructure Grant awarded through New York State for economic development, placemaking, tourism, and housing initiatives. He summarized the proposals received and their alignment with the established evaluation criteria. The preliminary selection is the Town of Alexandria's proposal, which received the highest score on the evaluation matrix for eligible criteria. The presentation concluded with a summary of progress to date and the next steps in the process.

Chairman Nabywaniec introduced a resolution Amending the 2025 County Budget and Capital Plan in Relation to the Watertown International Airport Terminal Gateway Project at Watertown International Airport and entertained a motion for consideration. A motion was duly made by Legislator Reed, seconded by Legislator Potter, and there being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Nabywaniec introduced a resolution Authorizing an Amended Agreement with the New York State Office of Indigent Legal Services (Distribution #14) and entertained a motion for consideration. A motion was duly made by Legislator Grant, seconded by Legislator Potter, and there being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Nabywaniec introduced a resolution Authorizing a Memorandum of Understanding with New York State Division of Homeland Security and Emergency Services for Flood Mitigation Equipment and entertained a motion for consideration. A motion was duly made by Legislator Reed, seconded by Legislator Potter, and there being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Nabywaniec introduced a resolution Establishing Time and Place for a Public Hearing Relative to the 2025 Community Development Block Grant Process and entertained a motion for consideration. A motion was duly made by Legislator Potter, seconded by Legislator Reed, and there being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Nabywaniec introduced a resolution Amending the 2025 County Budget Relative to Jefferson County Sheriff's Office Cellular Service and Device Acquisition and entertained a motion for consideration. A motion was duly made by Legislator Potter, seconded by Legislator Grant, and there being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Nabywaniec introduced a resolution Amending the 2025 County Budget for the Sheriff's Department Relative to General Ledger Coding Review and entertained a motion for consideration. A motion was duly made by Legislator Potter, seconded by Legislator Grant, and there being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Nabywaniec thanked the Director of Aviation, Grant Sussey, for hosting the General Services Committee Meeting at the Watertown International Airport. There being no further business of the Committee, on a motion by Legislator Potter, seconded by Legislator Grant and unanimously carried, the meeting was adjourned at 6:30 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Ryan Piche". The signature is written in a cursive, flowing style.

Ryan Piche
Clerk of the Board