

**General Services Committee
September 16, 2025
Minutes**

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

Others Present: Legislators Michael Montigelli, Karen Freeman, Patrick Jareo, County Administrator Ryan Piche, Deputy Administrator Dylan Soper, County Attorney John Sabik, Director of Aviation Grant Sussey, Code Enforcement Director Jason Crump, Confidential Secretary Jaimie Lee

Chairman Nabywaniec called the meeting to order at 6:00 p.m., upon returning from a tour of the Airport Terminal Project, and offered Privilege of the Floor, however no one present wished to speak. The Committee approved the minutes of the August meeting.

Director of Aviation, Grant Sussey, then provided a presentation on the airport terminal construction project. He reported that overall construction is approximately 74% complete, with significant milestones reached including the topping off of the building, installation of the jet bridge, and relocation of TSA equipment. Seven construction contracts are in progress, most nearing completion. Ongoing challenges include parking overflow, FAA antenna relocation, escalator and flooring installation, and integration of TSA baggage systems. Next steps will focus on installing escalators and elevators, completing security and fire systems, bidding for the refurbishment of the old terminal, and preparing for the first flight, ribbon cutting, and open house.

Chairman Nabywaniec introduced a resolution Amending 2025 County Budget for the Airport Department Relative to Fuel and entertained a motion for consideration. A motion was duly made by Legislator Boulio, 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 Agreement with the United States of America in Relation to Several Federal Navigation Facilities at the Watertown International Airport and entertained a motion for consideration. A motion was duly made by Legislator Reed, seconded by Legislator Grant, and there being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Nabywaniec introduced a resolution Authorizing an Agreement with McFarland Johnson for Parking Lot Construction Administration and Amending the 2025 County Budget and Capital Plan in Relation Thereto 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 Amending the 2025 County Budget in Relation to Buildings Department Accounts 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 Revising the Jefferson County Rules and Regulations for Administration and Enforcement of the New York State Uniform Fire Prevention and Building Code and entertained a motion for consideration. A motion was duly made by Legislator Potter, seconded by Legislator Ferris and there being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Nabywaniec introduced a resolution Authorizing an Agreement and Amending the 2025 County Budget in Relation to the New York State Division of Homeland Security and Emergency Services FY 2023 Domestic Terrorism Prevention Program Grant and entertained a motion for consideration. A motion was duly made by Legislator Boullo, 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 Agreement with the Community Action Planning Council to Promote Fair and Equal Housing and entertained a motion for consideration. A motion was duly made by Legislator Ferris, seconded by Legislator Reed, and there being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Nabywaniec introduced a resolution Authorizing Jefferson County to be Lead Agency Under the State Environmental Quality Review Act for the Purpose of the 2025 Inclusion of Viable Agricultural Land to Existing Agricultural Districts' Established Review Periods and Making a Determination of Non-Significance 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 Adopting Modifications Pursuant to the Eight-Year Review of the Jefferson County Southwest Agricultural District No. 3 and Authorizing Jefferson County to be Lead Agency Under the State Environmental Quality Review Act for the Purpose of Making a Determination of Non-Significance and entertained a motion for consideration. A motion was duly made by Legislator Potter, seconded by Legislator Ferris, 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 Correctional Facility Medical Expenses and entertained a motion for consideration. A motion was duly made by Legislator Ferris, seconded by Legislator Reed. Chairman Nabywaniec clarified the need for the budget modification was due to the increased cost of medications as well as increased mental health and substance use treatment. There being no further discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Nabywaniec introduced a resolution Authorizing an Agreement with New York State Division of Criminal Justice Services Statewide Targeted Reduction of Intimate Partner Violence (STRIVE) Grant Award for the Jefferson County Sheriff's Office and Amending the 2025 County Budget in Relation Thereto and entertained a motion for consideration. A motion was duly made by Legislator Ferris, seconded by Legislator Reed, and there being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Nabywaniec introduced a resolution Authorizing Agreements for The Governor's Traffic Safety Committee's Stop DWI High Visibility Enforcement Grant and Amending the 2025 County Budget in Relation Thereto and entertained a motion for consideration. A motion was duly made by Legislator Potter, seconded by Legislator Ferris, and there being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Nabywaniec introduced a resolution Approving the 2026 Stop DWI Plan and entertained a motion for consideration. A motion was duly made by Legislator Potter, seconded by Legislator Ferris, and there being no discussion, the Committee agreed to sponsor the resolution as presented.

There being no further business of the Committee, on a motion by Legislator Reed, seconded by Legislator Ferris, and unanimously carried, the meeting was adjourned at 6:27 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Ryan Piche". The signature is fluid and cursive, with the first name "Ryan" and last name "Piche" clearly distinguishable.

Ryan Piche
Clerk of the Board