

**REGULAR SESSION**

**TUESDAY, FEBRUARY 4, 2025**

Chairman Johnson called the meeting to order at 6:00 p.m.

**ROLL CALL OF MEMBERS**

All members present except Legislators Reed and Ferris.

**PRIVILEGE OF THE FLOOR**

No one present wished to address the Board.

**READING OF MINUTES OF LAST SESSION, IF REQUESTED**

The minutes of the January Board Session stand approved in the absence of objection or correction.

**PRESENTATION OF PETITIONS, NOTICES AND COMMUNICATIONS**

There were no petitions, notices or communications received this month.

**REPORTS OF STANDING COMMITTEES**

The Finance & Rules Committee reported favorably on resolutions referred from other jurisdictional committees.

**REPORTS OF COUNTY OFFICERS AND OTHER**

The County Treasurer provided a report on Investments and Cash in Banks as of December 31, 2025.

The County Administrator provided a report on Budget Transfers for the month of January, 2024.

2024 Annual Reports were received from the County Clerk, Board of Elections, County Planning, and Probation Departments.

**LOCAL LAWS, RESOLUTIONS AND MOTIONS**

**Resolution No. 26**

**Adopting the 2025 Strategic Priorities for the Finance and Rules Committee**

By Legislator: Daniel R McBride

Whereas, the Jefferson County Board of Legislators recognizes the importance of setting clear, ambitious priorities to guide the work of its standing committees and ensure effective service delivery and resource management, and

Whereas, the Finance and Rules Committee has reviewed and recommended its priorities for 2025 to provide a strategic focus for its efforts while allowing flexibility to address emerging issues, and

Now, Therefore, Be It Resolved, that the Jefferson County Board of Legislators hereby adopts the following 2025 strategic priorities for the Finance and Rules Committee:

1. **Purchasing and Auditing Policies:** Revisit purchasing and auditing policies to allow for the integration of credit cards and improve efficiency.
2. **Union Negotiations:** Settle ongoing union negotiations to promote stability and collaborative relationship.
3. **Election Polling Places:** Explore options to enhance accessibility of election polling places throughout the County.
4. **Employee Support Programs:** Implement an employee appreciation program and an employee assistance program to support workforce morale and well-being.
5. **Capital Plan:** Develop a more formal six-year capital plan, including a detailed fleet management plan.
6. **Budget and Audit Updates:** Provide regular updates on budget performance and audit results to ensure transparency and accountability.
7. **Bed Tax Fund Management:** Develop a plan for the bed tax fund balance and revisit the 1986 bed tax local law to align with current needs and goals.
8. **Economic Development Engagement:** Increase engagement on economic development initiatives, including developing a plan for the County's economic development fund.
9. **Health Insurance Consultant:** Hire a new health insurance consultant and issue a Request for Proposals (RFP) for a provider.
10. **Legislative Advocacy Plan:** Develop a New York State legislative agenda and advocacy plan, including an organized visit to Albany to address County priorities.
11. **Cyber Security Enhancements:** Improve the County's cyber security posture through the adoption of two-factor authentication and related measures.

Resolved, that this resolution shall take effect immediately upon its adoption.

Seconded by Legislator: Frances A. Calarco

All members present voted aye.

**Resolution No. 27**

**Amending the 2024 County Budget for Sales Tax Distribution**

By Legislator: Steel E. Potter

Whereas, The 2024 County Budget must be amended to recognize additional sales tax for towns, villages and the City of Watertown.

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

**Increase:**

Revenue		
01104500 91110	State Sales Tax	\$4,315,031

Expenditures		
01198500 04631	Distribution of Sales Tax	\$4,315,031

Seconded by Legislator: Robert W. Cantwell, III

Roll Call Vote

Ayes: Freeman, Jareo, Cantwell, Boulio, Doldo, Calarco, Potter, Nabywaniec, Montigelli, Bartlett-Bearup, Grant, McBride, Johnson

Absent: Ferris, Reed

Resolution passed.

**Resolution No. 28**

**Authorizing a Software Maintenance Agreement with NTS Data Services  
for Board of Elections Software**

By Legislator: Philip N. Reed, Sr.

Whereas, Pursuant to Resolution 225 of 1993, Jefferson County entered into a purchase and maintenance agreement, subsequently amended in 1998, 2003, 2008, 2013, 2015 and 2020 with NTS Data Services, LLC for election software, and

Whereas, Said agreement expired on December 31, 2024, and

Whereas, The 2025 County Budget includes the maintenance costs of the NTS software, and

Whereas, It is recommended by the Department to enter into a five-year software maintenance agreement with NTS Data Services.

Now, Therefore, Be It Resolved, That Jefferson County enter into a five- year software maintenance agreement with NTS Data Services which includes TEAM/Suite Voter Registration, PACETS Election Management and IMS Interface Messaging Systems for the period of January 1, 2025 through December 31, 2029, at a cost of \$50,434.80 for 2025, \$53,460.89 for 2026, \$56,688.54 for 2027, \$60,068.65 for 2028, and \$63,672.77 for 2029, and be it further

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

Seconded by Legislator: Daniel R. McBride

All members present voted aye.

### **Resolution No. 29**

#### **Authorizing an Agreement for the New York State Board of Elections Ballot by Mail Grant and Amending the 2024 County Budget in Relation Thereto**

By Legislator: Steel E. Potter

Whereas, Jefferson County Board of Elections has secured a Ballot by Mail Grant through the New York State Board of Elections in the amount of \$44,870.29 for the period of April 1, 2024 through June 29, 2025, and

Whereas, The purpose of said grant is to provide reimbursement for expenditures made in securing products or services related to providing pre-paid postage for early mail and absentee ballots, applications and return envelopes.

Now, Therefore, Be It Resolved, That Jefferson County hereby accepts said funding and the Chairman of the Board is authorized to execute said agreement on behalf of Jefferson County, subject to approval by the County Attorney as to form and content, and be it further

Resolved, That the 2024 County Budget is hereby amended as follows:

**Increase:**

Revenue		
01145000 93089	State Aid Other General Government	\$44,870.29

Expenditure		
01145000 04116	Postage	\$29,913.52
01145000 04117	Printing	14,956.77

Seconded by Legislator: Philip N. Reed, Sr.

Roll Call Vote

Ayes: Cantwell, Potter, Boulio, Doldo, Grant, Bartlet-Bearup, Freeman, McBride, Calarco, Montigelli, Nabwanyiec, Jareo, Johnson

Absent: Ferris, Reed

Resolution passed.

**Resolution No. 30**

**Authorizing an Agreement for the New York State Board of Elections  
2024 General Election Grant and Amending the 2024 County Budget in Relation Thereto**

By Legislator: Frances A. Calarco

Whereas, Jefferson County Board of Elections has secured a 2024 General Election Grant through the New York State Board of Elections in the amount of \$31,572.30 for the period of April 1, 2024 through March 31, 2025, and

Whereas, The purpose of said grant is to provide reimbursement of expenditures made in securing products or services related to the 2024 General Election.

Now, Therefore, Be It Resolved, That Jefferson County hereby accepts said funding and the Chairman of the Board is authorized to execute said agreement on behalf of Jefferson County, subject to approval by the County Attorney as to form and content, and be it further

Resolved, That the 2024 County Budget is hereby amended as follows:

**Increase:**

Revenue		
01145000 93089	State Aid Other General Government	\$31,572.30

Expenditure		
01145000 04110	Office Supplies	\$ 5,246.49
01145000 04116	Postage	19,180.16
01145000 04117	Printing	4,000.00
01145000 04312	Automobile Rental	1,745.65
01145000 04313	Travel	700.00
01145000 04585	Operating Supplies	700.00

Seconded by Legislator: Robert W. Cantwell, III

Roll Call Vote

Ayes: Potter, McBride, Calarco, Bartlett-Bearup, Montigelli, Freeman, Jareo, Grant, Cantwell, Boulio, Doldo, Nabywaniec, Johnson

Absent: Reed, Ferris

Resolution passed.

**Resolution No. 31**

**Authorizing an Agreement for the New York State Board of Elections  
Election Poll Book Grant and Amending the 2025 County Budget in Relation Thereto**

By Legislator: Daniel R. McBride

Whereas, Jefferson County Board of Elections has secured an Election Poll Book Grant through the New York State Board of Elections in the amount of \$79,346.57, for the period of April 1, 2024 through March 31, 2025, and

Whereas, The purpose of said grant is to provide reimbursement for expenditures made in securing products or services related to purchase of E-Poll Books and associated hardware, on-demand ballot printers and related cyber security software.

Now, Therefore, Be It Resolved, That Jefferson County hereby accepts said funding and the Chairman of the Board is authorized to execute said agreement on behalf of Jefferson County, subject to approval by 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		
01145000 93089	State Aid Other General Government	\$79,346.57

Expenditure		
01145000 02101	Computer Equipment	\$70,000.00
01145000 04119	Computer Software	9,346.57

Seconded by Legislator: Steel E. Potter

Roll Call Vote

Ayes: Freeman, Potter, Jareo, Boulio, Grant, Bartlett-Bearup, Nabwyaniec, Cantwell, Montigelli, McBride, Calarco, Doldo, Johnson

Absent: Ferris, Reed

Resolution passed.

### **Resolution No. 32**

#### **Authorizing The Chief Elected Official Local Agreement with Lewis County Under the Workforce Innovation and Opportunity Act of 2014**

By Legislator: Philip N. Reed, Sr.

Whereas, The Workforce Innovation and Opportunity Act of 2014, Public Law 113-128 requires that Chief Elected Officials of Jefferson and Lewis County enter into an agreement outlining the sharing of funds and the responsibilities of each County and said agreement be signed by the Chief Elected Officer of each County and approved by the County Boards.

Now, Therefore, Be it Resolved, That Jefferson County enter into a Chief Elected Official Local Agreement with Lewis County for a term of January 1, 2025 through December 31, 2025 and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized and directed to sign the above referenced agreement on behalf of the County of Jefferson, subject to approval by the County Attorney as to the form and content.

Seconded by Legislator: Steel E. Potter

All members present voted aye.

### **Resolution No. 33**

#### **Authorizing an Agreement with NFP for Health Insurance Consulting Services**

By Legislator: Daniel R. McBride

Whereas, The current agreement for health insurance consulting services terminates on December 31, 2024, and

Whereas, Jefferson County issued a Request for Proposals to provide health insurance consulting services, and

Whereas, The selection committee interviewed five potential consultants, and

Whereas, The selection committee is recommending NFP as the most qualified firm to provide health insurance consulting services for the period of January 1, 2025 through December 31, 2027 at a cost of \$36,000 per year with the option to renew for two additional one-year periods.

Now, Therefore Be It Resolved, That the Chairman of the Board is hereby authorized to execute such agreement with NFP on behalf of Jefferson County, subject to the approval of the County Attorney as to form and content.

Seconded by Legislator: Frances A. Calarco

All members present voted aye.

#### **Resolution No. 34**

#### **Authorizing a Joint Services Agreement with the Town of Pamela for Optional County Assessment Services to the Town Pursuant to Real Property Tax Law § 1537.**

By Legislator: Steel E. Potter

Whereas, Pursuant to NYS Real Property Tax Law § 1537, an assessing unit and county shall have the power to enter into, amend, cancel and terminate an agreement for appraisal services, exemption services or assessment services, and such agreement shall be considered an agreement for the provision of a "joint services" pursuant to NYS General Municipal Law Article 5-G, and

Whereas, Per Resolution 48 of 2019, this Board of Legislators authorized a joint services agreement whereby the County assumed the duties of Town Assessor for the purpose of providing exemption and assessment services through the staff of the County Department of Real Property Tax Services, and

Whereas, Said shared services partnership has been successful, and has expired as of December 31, 2024, and

Whereas, Both parties recommend continuing the arrangement, and

Whereas, The Town will compensate the County on the basis of \$21.48 per parcel of Town assessment roll properties for the first year of such agreement, and

Whereas, The joint services agreement will be for a period of two years, from January 1, 2025 through December 31, 2027, subject to extension for two additional three-year periods upon written agreement of the parties.

Now, Therefore, Be, It Resolved, that the Chairman of the Board of Legislators is hereby authorized and directed to execute said agreement with the Town of Pamela upon the aforementioned terms, subject to the approval of the County Attorney as to form and content.

Seconded by Legislator: Philip N. Reed, Sr.

All members present voted aye.

### **Resolution No. 35**

#### **Authorizing a Joint Services Agreement with the Town of Worth for Optional County Assessment Services to the Town Pursuant to Real Property Tax Law § 1537.**

By Legislator: Robert W. Cantwell, III

Whereas, Pursuant to NYS Real Property Tax Law § 1537, an assessing unit and county shall have the power to enter into, amend, cancel and terminate an agreement for appraisal services, exemption services or assessment services, and such agreement shall be considered an agreement for the provision of “joint services” pursuant to NYS General Municipal Law Article 5-G, and

Whereas, Per Resolution 347 of 2022 the County assumed the duties of Town Assessor for the Town of Worth for the purpose of providing exemption and assessment services through the staff of the County Department of Real Property Tax Services, and

Whereas, The shared services partnership has been successful and both parties recommend continuing the arrangement, and

Whereas, The agreement will be for the period of January 1, 2025 through December 31, 2027 in the amount of \$12,000 for each year of the agreement.

Now, Therefore, Be, It Resolved, that the Chairman of the Board of Legislators is hereby authorized to execute an agreement with the Town of Worth upon the aforementioned terms, subject to the approval of County Attorney as to form and content.

Seconded by Legislator: Steel E. Potter

All members present voted aye.

### **Resolution No. 36**

#### **Supporting the 100-Year Anniversary of the New York State Association of Counties**

By Legislator: Philip N. Reed, Sr.

Whereas, The New York State Association of Counties (NYSAC), originally founded in 1925 as the New York State Association of County Officers, has played an integral role in supporting counties across New York State for 100 years, and

Whereas, NYSAC has grown in importance to its members through its support in advocacy and the administration of numerous state and federal programs, including but not limited to Medicaid, criminal justice, public health, and social services, and

Whereas, In celebration of its 100-year partnership with counties, NYSAC's Board of Directors has recommended that member counties make a special voluntary contribution support county activities and materials to commemorate this historic event, and

Whereas, The funds contributed will be utilized to educate NYSAC members and the public while celebrating the history and influence of New York County Government through special webinars, events, and commemorative materials, and

Whereas, This milestone anniversary provides an opportunity to reflect on the history, progress, and collaboration of counties across New York State while supporting NYSAC's mission to assist county governments.

Now, Therefore, Be It Resolved, That Jefferson County hereby congratulates the New York State Association of Counties on 100 years of partnership and advocacy, and be it further

Resolved, That in recognition of this major milestone, the Jefferson County Board of Legislators hereby commits \$5,000 to support the 100-year anniversary commemoration, and be it further

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

**Decrease:**

Expense		
01104000 04416	Professional Fees-External	\$5,000

**Increase:**

Expense		
01101000 04112	Memberships & Dues	\$5,000

Seconded by Legislator: Frances A. Calarco

All members present voted aye.

## Resolution No. 37

### Adopting the 2025 Strategic Priorities for the General Services Committee

By Legislator: Daniel R. McBride

Whereas, the Jefferson County Board of Legislators recognizes the importance of setting clear, ambitious priorities to guide the work of its standing committees and ensure effective service delivery and resource management, and

Whereas, the General Services Committee has reviewed and recommended its priorities for 2025 to provide a strategic focus for its efforts while allowing flexibility to address emerging issues, and

Now, Therefore, Be It Resolved, that the Jefferson County Board of Legislators hereby adopts the following 2025 strategic priorities for the General Services Committee:

1. **Airport Capital Projects:** Support the advancement and completion of airport capital projects, including the terminal project, fuel farm project, and parking lot paving, with an anticipated completion by the end of the year.
2. **Physical Plant Improvements:** Support physical plant improvement projects funded in 2024 and 2025, with a specific focus on the Public Safety Building (PSB) parking lot, Employment and Training upgrades, and Human Services Building upgrades.
3. **Clean Energy Development:** Address land use, permitting, and taxation policies as they relate to clean energy land use development to balance growth with responsible land stewardship.
4. **Dog Control Shelter Standards:** Work towards achieving compliance with new state standards for dog control shelters to ensure the humane treatment and care of animals.
5. **Blight and Vacant Property Mitigation:** Pursue initiatives to eliminate blight and address vacant properties, including revisiting the County's role in condemnation and the management of unsafe structures.
6. **9-1-1 Tower Lease Policy:** Develop a comprehensive lease policy for 9-1-1 communication towers to optimize their use and management.

Resolved, that this resolution shall take effect immediately upon its adoption.

Seconded by Legislator: Steel E. Potter

All members present voted aye.

**Resolution No. 38**

**Amending the 2025 County Budget and Capital Plan to Recognize 2024 Revenue from the Passenger Facility Charges for the Watertown International Airport**

By Legislator: Philip N. Reed, Sr.

Whereas, By Resolution 118 of 2023, The Board of Legislators authorized an Application to the Federal Aviation Administration (FAA) for the Passenger Facility Charge (PFC) program at Watertown International Airport, and

Whereas, the FAA approved the application for the period starting in 2023 with the expectation to mature in 2029, and

Whereas, The County collected \$98,495.40 PFC in 2024, to be appropriated for use in projects that enhance safety, security, operations, or capacity; reduce noise; or increase air carrier competition.

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	\$98,495.40
Expenditure		
20561000 02071	PFC Projects	\$98,495.40
Transfers		
01995000 09006	Transfer to Capital Projects Fund	\$98,495.40
20900100 95031	Transfer from General Fund	\$98,495.40

Seconded by Legislator: Corey Y. Grant

Roll Call Vote

Ayes: Freeman, Bartlett-Bearup, Cantwell, Potter, McBride, Boulio, Nabwyaniec, Grant, Calarco, Montigelli, Jareo, Doldo, Johnson

Absent: Ferris, Reed

Resolution passed.

**Resolution No. 39**

**Amending the 2025 County Budget and Capital Plan in Relation to the Watertown  
International Airport Terminal Access Road**

By Legislator: Steel E. Potter

Whereas, By Resolution 159, of 2018, The Board of Legislators authorized an agreement with the Federal Aviation Administration (FAA) and New York State Department of Transportation (NYSDOT) and McFarland Johnson for the design and bidding of the terminal access road, and

Whereas, By Resolution 186 of 2022, The Board of Legislators authorized an agreement with McFarland Johnson, Inc. in the amount of \$306,040, Marcy Construction in the amount of \$2,155,553, and lead agency status and determination of Non-Significance in accordance with State Environmental Quality Review (SEQR) for the access road, and

Whereas, By Resolution 312 of 2024, The Board of Legislators authorized a change order with Marcy Construction in the amount of up to \$280,000 for additional work related to the connection to New York State Route 12F, as required by the Highway Work Permit issued by NYSDOT for the connection, and

Whereas, It is necessary to authorize a change order with McFarland Johnson in an amount up to \$25,000 for additional design and project construction representative services related to the change order authorized and executed with Marcy Construction, and

Whereas, The County is anticipating an increase in FAA and NYSDOT funding in the amounts of up to \$22,500 and \$1,250, respectively.

Now, Therefore, Be It Resolved, That Jefferson County authorizes the change order with McFarland Johnson for an additional amount up to \$25,000, and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized and directed to execute said change order on behalf of the County, including any subsequent change orders as recommended by the Airport Director and County Administrator, not to exceed the funding available, subject to approval 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 94589	Federal Aid – Airport Capital Projects	\$ 22,500
20900600 93589	Airport State Aid – DOT	1,250
Expenditure		
20561000 02080	Airport Access Roads	\$ 25,000

**Decrease:**

Expenditure		
20698900 02064	Property Improvements	\$ 1,250

and be it further

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

Seconded by Legislator: Christopher S. Boulio

Roll Call Vote

Ayes: Montigelli, Freeman, McBride, Doldo, Nabywaniec, Potter, Cantwell, Jareo, Grant, Calarco, Boulio, Bartlett-Bearup, Johnson

Absent: Reed, Ferris

Resolution passed.

**Resolution No. 40**

**Amending the Project Budget in Relation to the Watertown International Airport Runway 28 Medium Intensity Approach Lighting System (MALSR) and Amending the 2025 County Budget and Capital Plan**

By Legislator: Philip N. Reed, Sr.

Whereas, By Resolution 272 of 2022, the Board of Legislators authorized Jefferson County to enter into agreements with the Federal Aviation Administration (FAA) and New York State Department of Transportation (NYSDOT) to accept funds through the Airport Improvement Program (AIP), American Rescue Plan Act (ARPA), the Bipartisan Infrastructure Law Airport Infrastructure Grant (BIL AIG) and a NYSDOT Matching Grant, and

Whereas, In addition, Resolution 272 of 2023 authorized agreements with Baseline King Corporation to complete construction work and with McFarland Johnson for Construction Oversight, and

Whereas, By Resolution 190 of 2023 and Resolution 311 of 2023, the Board of Legislators authorized Jefferson County to enter Change Orders with Baseline King for additional services for the Project outside of the original contract scope, and

Whereas, Jefferson County received grant funding from the FAA through the AIP in the amount of \$3,328,328, and

Whereas, Jefferson County received grant funding from the FAA through the BIL AIG in the amount of \$690,968, and

Whereas, the BIL AIG federal grant changed the NYSDOT allocation for the project to \$38,387, and

Whereas, It is necessary to authorize a Change Order with McFarland Johnson in an amount up to \$20,000 for additional project construction representative services related to the Change Orders authorized with Baseline King, and

Whereas, Jefferson County anticipates additional grant funding, related to the change orders, from the FAA through the Bipartisan Infrastructure Law (BIL) Airport Infrastructure Grants (AIG) in the amount of \$182,323.67, and

Whereas, Jefferson County anticipates additional grant funding from NYSDOT in the amount of \$10,129.09, and

Whereas, the federal grants received and anticipated change the local share for the project from \$108,820.10 to \$48,518.09, and

Whereas, It is necessary to correct the appropriated capital budget to account for differences in funding allocations from federal, state and local sources as a result of the American Rescue Plan Act (ARPA) funding specific to Airport Improvement Plan (AIP) Grants at 100%, and BIL AIG at 90%.

Now, Therefore, Be it Resolved, That Jefferson County enter into a grant amendment agreement with the FAA in the amount of \$182,323.67, and be it further

Resolved, That Jefferson County enter into agreements with NYSDOT to accept grant funding in the amount of up to \$38,387.00, as well as a grant amendment agreement in the amount of up to \$10,129.09, and be it further

Resolved, That Jefferson County authorizes the Change Order with McFarland Johnson for an amount up to \$20,000, and be it further

Resolved, That the Chairman of the Board of Legislators, be and is hereby authorized and directed to execute said agreements on behalf of the County, including any changes orders as recommended by the Director of Aviation and County Administrator not to exceed the funding available in the project budget, subject to review of the County Attorney as to form and content and be it further

Resolved, that the 2025 County Budget and Capital Plan are hereby amended as follows:

**Increase**

Revenue		
20900600 94589	Federal Aid – Airport Capital Projects	\$137,605.00

Expenditure		
20561000 02097	Airfield Lighting	\$ 16,999.99
20561000 02001	Airport Facility	\$ 60,302.01

**Decrease**

Revenue		
20900600 93589	Airport State Aid DOT	\$ 60,303.00

Seconded by Legislator: Daniel R. McBride

Roll Call Vote

Ayes: Montigelli, Nabwyaniec, Cantwell, Potter, Freeman, Doldo, McBride, Calarco, Jareo, Grant, Bartlett-Bearup, Boulio, Johnson

Absent: Ferris, Reed

Resolution passed.

**Resolution No. 41**

**Authorizing an Agreement with Niagara Mohawk Power Corporation and Township Tele for an easement of Certain Owned and Obligated Property at Watertown International Airport**

By Legislator: Steel E. Potter

Whereas, The County of Jefferson owns and operates the Watertown International Airport, and

Whereas, The Terminal Gateway Revitalization project requires additional power from Niagara Mohawk Power Corporation, the electric delivery provider that serves the facility, and

Whereas, Niagara Mohawk Power Corporation has agreed to provide the power connection for the Watertown International Airport Terminal, and

Whereas, The said property is described as follows:

The “Easement Area” shall consist of a portion of the Grantor’s Land twenty (20) feet in width throughout its extent, the centerline of the Easement Area being the centerline of the Facilities. The general location of the Easement Area is shown on the sketch entitled,

**“Easement Sketch-Exhibit A, WR# 13-24-30964002**, which sketch is attached hereto and made a part hereof as Exhibit “A” and to be recorded herewith. The final and definitive location(s) of the Easement Area shall become established by and upon the final installation and erection of the Facilities by the Grantees in substantial compliance with Exhibit “A

Whereas, The property is on land that is covered by certain obligations and assurances to the United States Government for the purposes of an airport, and

Whereas, The proposed easement from Niagara Mohawk Power Corporation and Township Tele shall not deprive the sponsor (Jefferson County) of rights and powers necessary to fulfill its Federal Obligations under 49 United States Code (U.S.C) subtitle VII, and

Whereas, A review of the easement was conducted and granting said easement to Niagara Mohawk Power Corporation and Township Tele will have no adverse effect on aeronautical use of the Airport provided appropriate language is added to reference such aeronautical protections.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized and directed to enter into an agreements with Niagara Mohawk Power Corporation and Township Tele for easement access and to execute the documents necessary to complete said Easement, subject to the approval of the County Attorney as to form and content.

Seconded by Legislator: Corey Y. Grant

All members present voted aye.

#### **Resolution No. 42**

#### **Authorizing an Agreement with the Town of Hounsfield Sewer District No. 1 for an Easement of Certain Owned and Obligated Property at Watertown International Airport**

By Legislator: Steel E. Potter

Whereas, The County of Jefferson owns and operates the Watertown International Airport, and

Whereas, The Town of Hounsfield is creating Sewer District No. 1 that will to serve the Watertown International Airport, and

Whereas, the said property is described as follows:

ALL that tract or parcel of land situate in the Town of Hounsfield, County of Jefferson, and State of New York being a strip of land twenty feet (20') in width, the center line of which being the approximate center line of the certain sewer pipeline(s) or appurtenances within tax parcel number(s) 81.00-1-15.1 as conveyed by Roscoe A. Eisenhower to County of Jefferson by deed recorded in the Jefferson County Clerk's Office at Instrument

No. 2022-00018775 on October 24, 2022, as shown on the attached map, and

Whereas, The property is on land that covered by certain obligations and assurances to the United States Government for the purposes of an airport, and

Whereas, the proposed easement from Town of Hounsfield Sewer District No. 1 shall not deprive the sponsor (Jefferson County) of the rights and power necessary to fulfill its Federal Obligations and Assurances under 49 United States Code (U.S.C.) Subtitle VII, and

Whereas, A review of the easement was conducted and granting the said easement to Town of Hounsfield Sewer District No. 1 will have no adverse effect on aeronautical use of the airport provided appropriate language is added to reference such aeronautical protections.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized and directed to enter into an agreement with the Town of Hounsfield Sewer District No. 1 for easement access to the sewer line and to execute the documents necessary to complete said Easement, subject to the approval of the County Attorney as to form and content.

Seconded by Legislator: Christopher S. Boulio

All members present voted aye.

### **Resolution No. 43**

#### **Reappropriating Funds from Various Unspent Grants Funds for the Fire and Emergency Management Department and Amending the 2025 County Budget in Relation Thereto**

By Legislator: Steel E. Potter

Whereas, By Resolutions 199 of 2021, 356 of 2022 and 317 of 2023, the Board of Legislators recognized State Homeland Security Program (SHSP) grants for FY21, FY22, and FY23 respectively, and

Whereas, By Resolutions 165 of 2024 and 166 of 2024, the Board recognized Federal Domestic Preparedness Equipment Program funding for FY21 and FY22 Hazmat Grant, and

Whereas, By Resolution 42 of 2023, the Board recognized FY22 Domestic Terrorism Prevention (DVTP) Grant, and

Whereas, By Resolution 92 of 2023 and 316 of 2023 the Board recognized FY 21, FY22 and FY23 New York State Interoperable Communications Targeted Grand (SICG), and

Whereas, By Resolution 374 of 2024, the Board recognized FY 24 Emergency Management Performance Grant (EMPG), and

Whereas, By Resolutions 67 of 2021, 70 of 2022, 41 of 2023 and 52 of 2024, the Board reappropriated remaining funds from prior years to the appropriate expenditure lines, and

Whereas, There remain unspent amounts in FY 21, FY22, and FY23 SHSP grants, FY 21 and FY22 Hazmat Grants, FY22 DVTP and FY21, FY22 and FY23 SICG grant, to be reappropriated and placed in the appropriate expenditure lines in the 2025 Budget.

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

**Increase:**

Fund Balance		
01000000 30599	Appropriated Fund Balance	\$ 1,478,684.78
Expenditure		
01341400 02300	Technical Equipment	\$ 1,140,000.00
01341400 02100	Equipment	34,300.00
01341400 04111	Trackable Items	27,957.04
01341400 04115	Telephone	932.17
01341400 04119	Computer Software	7,351.94
01341400 04313	Travel	3,848.40
01341400 04416	Professional Fees- Consultant	215,501.00
01341400 04428	Public Safety Services	12,500.00
01341400 04514	Uniforms & Clothing	11,785.93
01341400 04585	Operating Supplies	12,834.30
01341400 04118	Computer Hardware/Misc Parts	11,674.00

Seconded by Legislator: Philip N. Reed, Sr.

Roll Call Vote

Ayes: Nabywaniec, Boulio, Bartlett-Bearup, Calarco, Doldo, Freeman, Montigelli, Grant, Cantwell, McBride, Potter, Jareo, Johnson

Absent: Ferris, Reed

Resolution passed.

**Resolution No. 44**

**Authorizing Agreement with the Development Authority of  
the North Country for the Provision of Operations & Maintenance Services**

By Legislator: Daniel R. McBride

Whereas, Pursuant to Resolution 75 of 2004 the Jefferson County Board of Legislators authorized an Agreement with the Development Authority of the North Country (DANC) for the provision of public sewer services at the Highway campus, and

Whereas Pursuant to Resolutions 76 of 2005, 56 of 2010 and 70 of 2015, and 264 of 2019 The County and DANC entered into five-year agreements for the provision of operations and maintenance services for the water and sewer systems, and

Whereas, The 2020 operations agreement will expire at year end and the County is satisfied with the services DANC has provided, and the Highway Department recommends entering into another five-year agreement, and

Whereas, DANC has proposed to provide said services at a cost of \$8,400 in 2025, \$8,700 in 2026, \$8,900 in 2027, \$9,200 in 2028 and \$9,500 in 2029.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute an operations and maintenance service agreement with the Development Authority of the North County for the period of January 1, 2025 to December 31, 2029, subject to the review of the County Attorney as to form and content.

Seconded by Legislator: Corey Y. Grant

All members present voted aye.

### **Resolution No. 45**

#### **Authorizing Shared Services Agreement with the City of Watertown**

By Legislator: Steel E. Potter

Whereas, Pursuant to General Municipal Law § 119-o municipal corporations may enter into cooperative agreements to share services for their mutual benefit, and

Whereas, Jefferson County Highway Department “County” wishes to enter into a Shared Services Agreement with the City of Watertown “City”, and

Whereas, The County and City wish to share services which shall promote and assist the maintenance of County and City road and highways and provide a cost savings by maximizing the effective utilization of both parties’ resources, and

Whereas, The County will store salt at City facilities for use during the snow and ice season for the cost of \$2.00 per ton.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute an agreement with the City of Watertown for shared services as outlined

above with the approval of the County Attorney as to form and content.

Seconded by Legislator: Philip N. Reed, Sr.

All members present voted aye.

**Resolution No. 46**

**Authorizing Grant Agreement, State Environmental Quality Review Act (SEQR) Determination, and Amending the 2025 County Budget in Relation to a 2024 Community Development Block Grant Award from the NYS Office of Community Renewal**

By Legislator: Steel E. Potter

Whereas, Jefferson County has recently been notified by the New York State Office of Community Renewal (OCR) that its 2024 Community Development Block Grant (CDBG) application has been approved, and

Whereas, The \$750,000 award (581HR303-24) will be used to continue an owner-occupied housing rehabilitation program to benefit income eligible homeowners throughout Jefferson County, and

Whereas, A Grant Agreement between the New York State Housing Trust Fund Corporation (HTFC) and the County is necessary to access the funds, and

Whereas, Jefferson County has evaluated the CDBG action under the project classification guidelines of the New York State Environmental Quality Review Act, and

Whereas, The 2025 County Budget requires an amendment for revenue and expenditure line items associated with the CDBG award and program.

Now, Therefore, Be It Resolved, That the Chair of the Board of Legislators is authorized to execute a Grant Agreement, subject to the approval of the County Attorney, with the New York State Housing Trust Fund Corporation in accordance with HTFC and OCR guidelines, and

Be It Further Resolved, That the County has determined that this CDBG project is a Type II Action under the State Environmental Quality Review Act and requires no further State environmental review, and

Be It Further Resolved, That the 2025 County Budget is amended as follows:

**Increase:**

Revenue		
30866800 94911	Federal Aid – CDBG	\$750,000

Expenditure  
30866800 04014      CDBG Housing Rehab      \$750,000

Seconded by Legislator: Christopher S. Boulio

Roll Call Vote

Ayes:            McBride, Boulio, Calarco, Bartlett-Bearup, Freeman, Jareo, Montigelli, Grant,  
Potter, Doldo, Cantwell, Nabywaniec, Johnson

Absent:         Reed, Ferris

Resolution passed.

**Resolution No. 47**

**Authorizing Professional Services Agreement with VHB Engineering, Surveying,  
Landscaping, Architecture, and Geology, P.C. for the County's Online Map Viewer**

By Legislator: Corey Y. Grant

Whereas, Jefferson County has previously entered into and subsequently renewed a GIS mapping technical support and server hosting services agreement with VHB Engineering, Surveying, Landscaping, Architecture, and Geology, P.C. (VHB) for the County's online map viewer, which displays parcel data and several other layers of geographic information, and

Whereas, With the expiration of the current agreement at the end of 2024, a new hosting agreement is necessary with VHB to maintain public internet access to the site, provide programming services to incorporate new data sets and data layer changes, and maintain all map viewer related hardware and software, and

Whereas, VHB will provide hosting services for \$6,600 for 2025, and

Whereas, The 2025 County Budget provides funding for the services.

Now, Therefore, Be It Resolved, That Jefferson County enter into a professional services agreement with VHB Engineering, Surveying, Landscaping, Architecture, and Geology, P.C. for the period of January 1, 2025 through December 31, 2025, and be it further

Resolved, That the Chair of the Board of Legislators be and is hereby authorized to execute said agreement, subject to the approval of the County Attorney as to form and content.

Seconded by Legislator: Daniel R. McBride

All members present voted aye.

**Resolution No. 48**

**Authorizing A Section 5311 Grant Application For Operating And Capital Expenses For Jefferson County Rural Public Transportation and an Agreement with Volunteer Transportation for Mobility Management Services**

By Legislator: Steel E. Potter

Whereas, By Resolution 292 of 2021 the County adopted the Jefferson County Coordinated Transportation Plan which describes development and implementation of a County wide public transportation system in coordination with the City of Watertown's CitiBus system, and

Whereas, Pursuant to Section 5311, Title 49 United States Code, Jefferson County will submit a grant request for funds, to include both operating and capital projects, to the New York State Department of Transportation for a project to provide mass rural public transportation service, via a third party provider for the 2024 and 2025 fiscal years, and

Whereas, Jefferson County and the State of New York have entered into continuing agreements which authorize the undertaking of the Project and reimbursement of the Federal and applicable State shares, and

Whereas, Jefferson County recognizes that the 5311 public transportation grant is a reimbursable program where the County is responsible for the local share, and that eligible federal and state funds will only be reimbursed after the County purchases the service/product and supplies the appropriate reimbursable documentation to the State Department of Transportation, and

Whereas, By Resolution 244 of 2024, Jefferson County has committed the required 10% local share for 5311 funds, and

Whereas, The County issued a Request for Proposals to identify qualified vendors to provide mobility management services for a 24-month period with three, one-year options to extend the contract. The contract term will be from June 1, 2023 to May 30, 2025 and is subject to Federal Transit Administration's Section 5311 funding, and

Whereas, Through the RFP process, the Volunteer Transportation Center was identified as a firm with the required credentials, expertise, and experience to assist the County with mobility management services for a fee not to exceed \$215,015 for initial two-year period, and

Whereas, Jefferson County will issue a Request For Proposal for resources to contract with a Third Party Operator to provide county-wide public transportation services within Jefferson County, for fiscal years 2024 and 2025, with the option of three one year contract extensions.

Now, Therefore Be it Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute agreements and other documents as may be required to secure funding from the State of New York to complete the public transportation projects for the 2024 and 2025 fiscal years, subject to the approval of the County Attorney as to form and content, and be it further

Resolved, That the Chair of the Board of Legislators be and is hereby authorized to execute an agreement with Volunteer Transportation Center for mobility management services on behalf of the County, subject to the review of the County Attorney as to form and content.

Seconded by Legislator: Christopher S. Boulio

All members present voted aye.

**Resolution No. 49**

**Authorizing Agreement with Thompson Reuters for  
CLEAR Services to the Probation Department**

By Legislator: Christopher S. Boulio

Whereas, The County Probation Department is responsible for supervising and monitoring offenders, and

Whereas, The Probation Department experiences challenges with monitoring offenders who frequently change their residence, and

Whereas, Thompson Reuters offers CLEAR services, an investigation tool that enables the Probation Department to search for offenders via various methods, and

Whereas, The current contract expires on March 31, 2025 and the Probation Department recommends contracting with Thompson Reuters for CLEAR services for the period April 1, 2025 through March 31, 2028 for the amount of \$446.12 per month in 2025, \$468.43 per month in 2026 and \$491.85 per month in 2027.

Now, Therefore, Be It Resolved, That Jefferson County enter into an agreement with Thompson Reuters, for the aforementioned services, term and cost, and be it further

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

Seconded by Legislator: Steel E. Potter

All members present voted aye.

**Resolution No. 50**

**Recognizing NYS Division of Criminal Justice Services Discovery Reform Grant Award for the Public Defender’s Office and Amending 2024 County Budget in Relation Thereto**

By Legislator: Steel E. Potter

Whereas, Jefferson County has been awarded a NYS Division of Criminal Justice Services Discovery Reform Grant for the Public Defender’s Office in the amount of \$240,485 for the period of April 1, 2023 through March 31, 2025, and

Whereas, The Discovery Reform Grant provides resources for expenses related to the implementation of discovery and pretrial reforms that took effect January 1, 2020, and

Whereas, Said Grant will be used to offset public defense services for 2024.

Now, Therefore, Be It Resolved, that Jefferson County hereby accepts said grant award, and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute any and all documents necessary to fulfill the requirements of this grant award on behalf of Jefferson County, subject to the approval of the County Attorney as to form and content, and be it further

Resolved, That the 2024 County Budget is hereby amended as follows:

**Increase:**

Revenue		
01117000 93032	State Aid to Defense	\$240,485

**Decrease:**

Fund Balance		
01000000 30599	Appropriated Fund Balance	\$240,485

Seconded by Legislator: Philip N. Reed, Sr.

Roll Call Vote

Ayes: Cantwell, Nabywaniec, Freeman, Grant, Boulio, Doldo, Montigelli, Calarco, McBride, Bartlett-Bearup, Potter, Jareo, Johnson

Absent: Ferris, Reed

Resolution passed.

**Resolution No. 51**

**Recognizing NYS Division of Criminal Justice Services Aid to Defense Supplemental Award for the Public Defender’s Office and Amending 2025 County Budget in Relation Thereto**

By Legislator: Steel E. Potter

Whereas, Jefferson County has been awarded a NYS Division of Criminal Justice Services Aid to Defense Grant for the Public Defender’s Office in the amount of \$240,485 for the period of April 1, 2023 through March 31, 2025, and

Whereas, The Aid to Defense Grant is provided to support public defense services and expenses, and

Whereas, Said Grant will be used for office furniture related to collaborative space, new mandated positions created in recent budgets, replacement of deteriorated furniture, technology for collaboration and efficiency, as well as to offset existing public defense services.

Now, Therefore, Be It Resolved, that Jefferson County hereby accepts said grant award, and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute any and all documents necessary to fulfill the requirements of this grant award on behalf of Jefferson County, subject to the approval 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

01117000 93032	State Aid to Defense	\$240,485
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Expenditure

01117000 02200	Office Furniture	\$115,000
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01117000 04111	Trackable Durable	10,000
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**Decrease:**

Fund Balance

01000000 30599	Appropriated Fund Balance	\$115,485
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Seconded by Legislator: Corey Y. Grant

Roll Call Vote

Ayes: Bartlett-Bearup, Grant, Montigelli, Freeman, McBride, Potter, Nabywaniec, Boulio, Doldo, Cantwell, Jareo, Calarco, Johnson

Absent: Ferris, Reed

Resolution passed.

## **Resolution No. 52**

### **Adopting the 2025 Strategic Priorities for the Health and Human Services Committee**

By Legislator: Christopher S. Boulio

Whereas, The Jefferson County Board of Legislators recognizes the importance of setting clear, ambitious priorities to guide the work of its standing committees and ensure effective service delivery and resource management, and

Whereas, The Health and Human Services Committee has reviewed and recommended its priorities for 2025 to provide a strategic focus for its efforts while allowing flexibility to address emerging issues, and

Now, Therefore, Be It Resolved, that the Jefferson County Board of Legislators hereby adopts the following 2025 strategic priorities for the Health and Human Services Committee:

1. **Human Services Building Security Improvements:** Enhance security conditions at the Human Services Building to ensure the safety of employees and visitors.
2. **Homelessness Initiatives:** Support programs and initiatives aimed at addressing homelessness and providing comprehensive solutions for individuals and families in need.
3. **Housing Initiatives:** Advance strategies and partnerships to support affordable and sustainable housing initiatives throughout the County.
4. **Customer Service Training:** Execute customer service training for staff in forward-facing county offices to improve service delivery and resident satisfaction.
5. **Medical Examiner and Coroner Services:** Resolve the medical examiner vacancy and reduce transportation costs associated with coroner services through effective solutions.
6. **Mobile Crisis Team:** Collaborate with regional partners to build and deploy a bi-county Mobile Crisis Team to enhance mental health crisis response services.
7. **Public Health Accreditation:** Support the Public Health Department in achieving public health accreditation.

8. **DSS Performance Metrics:** Support the Department of Social Services in its efforts to improve performance metrics and outcomes for the benefit of clients and residents.

Resolved, That this resolution shall take effect immediately upon its adoption.

Seconded by Legislator: Corey Y. Grant

All members present voted aye.

**Resolution No. 53**

**Authorizing an Agreement for the Provision of Caregiver Services Program to Provide for Music Therapy for Older Adults Who Receive Respite Services and Amending the 2025 County Budget in Relation Thereto**

By Legislator: Tina M. Bartlett-Bearup

Whereas, By Resolution 207 of 2024 the Board of Legislators approved a contract for the provision of music therapy with Memcara for the CareSuite Program under Homemaker Services for caregivers of older adults and Respite Haven Program for the period of January 1, 2024 through December 31, 2024, and

Whereas, The Office for the Aging Director recommends that this contract be renewed for the period of January 1, 2025 through December 31, 2025, and

Whereas, Funding needs to be moved to the correct account to cover the cost of the program.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators be and is hereby authorized to execute such agreement on behalf of Jefferson County for the period of January 1, 2025 through December 31, 2025 with the approval 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:**

Expenditure		
01677200 04112	Memberships/ Dues	\$10,800

**Decrease:**

Expenditure		
01677200 04422	Contract Healthcare	\$10,800

Seconded by Legislator: Robert W. Cantwell, III

All members present voted aye.

**Resolution No. 54**

**Authorizing Agreements for Provision of Services to Elderly of Jefferson County**

By Legislator: Corey Y. Grant

Whereas, The Jefferson County Office for the Aging works for the establishment and expansion of programs and services which assist older persons in the areas of their most urgent needs, and

Whereas, The Office for the Aging is eligible to receive State and Federal funds for the purpose of providing needed programs and services to elderly residents of Jefferson County, and

Whereas, The Office for the Aging and the Board of Legislators desire to contract for the provision of certain programs and services to the elderly.

Now, Therefore, Be It Resolved, That pursuant to Section 95-a of the General Municipal Law, Jefferson County enter into agreements for various periods with the below listed parties for the provision of such programs and services to elderly residents of Jefferson County and for such consideration as follows:

**Transportation Services:**

**The Volunteer Transportation Center of Jefferson County**, for the provision of transportation services for persons 60 years of age or older; for the period January 1, 2025 through December 31, 2025, consideration for services of approximately \$55,000 annually,

**Wilna-Champion Transportation Center, Inc.**, Carthage, New York for the provision of transportation services for persons 60 years of age or older; for the period January 1, 2025 through December 31, 2025, consideration for services of approximately \$20,000,

**Paynter Senior Center, Inc.**, Clayton, New York for the provision of transportation services for persons 60 years of age or older; for the period January 1, 2025 through December 31, 2025, consideration for services of approximately \$10,800, and be it further

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

Seconded by Legislator: Karen J. Freeman

All members present voted aye.

**Resolution No. 55**

**Authorizing an Agreement for Use of Facility for Professional Services to the  
Medical Examiner's Office**

By Legislator: Tina M. Bartlett-Bearup

Whereas, It is necessary to have Pathologists/Forensic Pathologists available for backup to support the operation of the Jefferson County Medical Examiner (M.E.) Program while the medical examiner position is vacant, or during those times when the Jefferson County M.E. is unavailable, or in instances involving complicated deaths, and

Whereas, Jefferson County contracts for the provision of professional autopsy and testing services, and

Whereas, In an effort to ensure services are provided in an acceptable and timely manner Jefferson County has sought multiple facilities in strategic locations for contracted providers to perform services, and

Whereas, By Resolution 176 of 2024, this Board of Legislators authorized agreement with Glens Falls Hospital for the period of June 1, 2024, through December 31, 2025, and

Whereas, Glens Falls Hospital, is increasing their morgue facility use fee to \$1,500 per case, with additional services outlined per the fee schedule for the period of January 1, 2025, through December 31, 2026.

Now, Therefore, Be It Resolved, That Jefferson County enter into agreement with Glens Falls Hospital for Pathologists/Forensic Pathologists to perform professional autopsy and testing services for the period of January 1, 2025, through December 31, 2026, and be it further

Resolved, That the Chairman of the Board is hereby authorized 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: Frances A. Calarco

All members present voted aye.

**Resolution No. 56**

**Authorizing Agreements with Area Veterinarians for  
Preparation of Specimens for Rabies Testing**

By Legislator: Tina M. Bartlett-Bearup

Whereas, NYS Department of Health (NYSDOH) regulations and the Jefferson County Rabies Control Plan require the preparation and submission of animal specimens to the New York State Rabies Lab to determine the presence of the rabies virus, and

Whereas, Public Health is reimbursed by the NYSDOH for costs associated with animal specimen preparation and submissions for rabies testing, and

Whereas, Per Resolution No. 96 of 2021, agreements were authorized with area veterinarians for the provision of services for the period of April 1, 2021 through March 31, 2025.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators be and is hereby authorized to execute agreements with interested area veterinarians capable of providing such services at rates as established by the NYSDOH for the period April 1, 2025 through March 31, 2029.

Seconded by Legislator: Robert W. Cantwell, III

All members present voted aye.

### **Resolution No. 57**

#### **Authorizing Funding in Connection with NYSDOH Local Health Department Performance Incentive Initiative and Amending the 2025 County Budget in Relation Thereto**

By Legislator: Frances A. Calarco

Whereas, Jefferson County Public Health Service – Preventive Services unit has been recognized by the New York State Department of Health for the work conducted that focused on preventing disease via the promotion of physical activity, and

Whereas, Jefferson County Public Health Service is eligible to receive an incentive award for this achievement, and

Whereas, The department will use the funds accepted to support costs associated with NYS Public Health Law Article 6 eligible services for disease prevention and population health activities, and

Whereas, Said award will partially offset already budgeted items, including salary of an existing position.

Now, Therefore, Be It Resolved That Jefferson County hereby accepts the incentive award funding, and the 2025 County Budget is hereby amended as follows:

**Increase:**  
Revenue

01405000 93401	State Aid Public Health	\$23,286
Expenditure		
01405100 04415	Advertising	\$ 7,286
01405100 04585	Operating Supplies	10,000
<b>Decrease:</b>		
Fund Balance		
01000000 30599	Appropriated Fund Balance	\$ 6,000

Seconded by Legislator: Christopher S. Boulio

Roll Call Vote

Ayes: Cantwell, Potter, Freeman, Grant, Boulio, Nabywaniec, Doldo, Montigelli,  
Calarco,  
Bartlett-Bearup, McBride, Jareo, Johnson

Absent: Reed, Ferris

Resolution passed.

**Resolution No. 58**

**Authorizing an Agreement with Lewis County for Provision of  
Diagnostic and Treatment Center Services**

By Legislator: Tina M. Bartlett-Bearup

Whereas, The NYS Department of Health requires that the Lewis County Public Health Agency have a system to minimize the incidence of sexually transmitted diseases, and

Whereas, The current level of such diseases in said County is insufficient to warrant the establishment of a Lewis County STD/HIV clinic, and

Whereas, By Resolution No. 328 of 2022, this Board of Legislators most recently authorized an agreement with Lewis County for sexually transmitted disease clinic services.

Now, Therefore, Be It Resolved, That Jefferson County enter into an agreement with Lewis County for the provision by the Jefferson County Public Health Service for sexually transmitted disease clinic services to residents of Lewis County during the period of January 1, 2025, through December 31, 2026, for the following services:

<u>Service</u>	<u>Rate</u>
Clinic visit	\$55 per visit

Syphilis Serologic Testing	\$10 per test
Trichomonas Vaginalis – Female	\$45 per test
Trichomonas Vaginalis – Male	\$45 per test
Amplified CT/GC – Rectal Swab	\$15.50 per combo
Amplified CT/CG – Throat Swab	\$15.50 per combo
Gonorrhea culture testing	\$2.50 per test through Center for for Disease Detection or \$20 per test by Carthage Area Hospital
Monkeypox (orthopoxvirus) DNA, PCR	\$77 per test

Resolved, Said amounts are to be paid by Lewis County, and laboratory rates may be revised if the prevailing charges change during the term of this agreement, and be it further

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

Seconded by Legislator: Karen J. Freeman

All members present voted aye.

**Resolution No. 59**

**Authorizing an Agreement with the City of Watertown, Establishing a Public Health Specialist Position, and Amending the 2025 County Budget in Relation to the New York State Department of Health Lead Rental Registry Grant Program**

By Legislator: Tina M. Bartlett-Bearup

Whereas, Per New York State Public Health Law Section 1377, a Lead Rental Registry Program must be established by local health departments in 25 communities of concern having the highest numbers of childhood lead poisonings and older rental properties, which may expose families to dangerous lead levels from peeling and chipping lead paint and dust, and

Whereas, The Program requires landlords in communities of concern to remove sources of lead exposure in pre-1980 rental units, and

Whereas, The City of Watertown is identified as a community of concern, and

Whereas, By Resolution 336 of 2024 Jefferson County accepted a grant and authorized an agreement with the New York State Department of Health Lead Rental Registry Program for \$554,200 in annual funding for the period April 1, 2024 through March 31, 2029 to address lead exposure concerns in pre-1980 rental units in the City of Watertown, and

Whereas, The Jefferson County Public Health Service and the City of Watertown will collaboratively operate the Lead Rental Registry Program, and

Whereas, The Director of Public Health has recommended the funding be used to create one full-time Public Health Specialist position and associated fringe, as well as contractual expenses to support establishment and operation of the Lead Rental Registry Program administrative and quality assurance components, and

Whereas, The remainder of funds will be passed through to the City of Watertown to support establishment and operation of the Lead Rental Registry Program inspection components through its Codes Enforcement Department.

Now, Therefore, Be It Resolved, That the Board of Legislators concurs with the recommendation to create Position No. 4055001 in the Public Health budget of Public Health Specialist and that should the funding expire, the position will be abolished, be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute an agreement with the City of Watertown, not to exceed the term of the funding period ending March 31, 2029, with approval of the County Attorney as to form and content, be it further

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

**Increase:**

Revenue		
01405000 93452	St Aid PH Other (Grants)	\$ 969,850

Expenses		
01405500 01100	Personal Services	\$ 58,360
01405500 04313	Travel	2,670
01405500 04416	Professional Fees	864,510
01405500 04613	Training	4,000
01405500 08010	State Retirement	8,655
01405500 08020	Health Benefits	25,935
01405500 08030	Social Security	4,465
01405500 08040	Workers Comp	1,255

Seconded by Legislator: Robert W. Cantwell, III

Roll Call Vote

Ayes: Cantwell, Jareo, Grant, Montigelli, Calarco, Bartlett-Bearup, Potter, Freeman, McBride, Doldo, Boulio, Nabwyaniec, Johnson

Absent: Ferris, Reed

Resolution passed.

**Resolution No. 60**

**Authorizing an Agreement Relative to Public Health Service Participation in the 1115 Demonstration Waiver SCN Lead Entity Network, Healthy Alliance Foundation, Inc.**

By Legislator: Christopher S. Boulio

Whereas, The U.S. Centers for Medicare and Medicaid (CMS) approved New York State's request to extend its 1115 Demonstration Waiver (1115 Medicaid Waiver), as defined by Section 1115 of the Social Security Act, giving the State additional flexibility to design and improve its Medicaid programs by demonstrating and evaluating state-specific policy approaches that promote the objectives of the Medicaid program, and

Whereas, Healthy Alliance Foundation, Inc. was designated by the New York State Office of Insurance Programs as the Social Care Network (SCN) Lead Entity for the New York 1115 Medicaid Waiver, to provide or arrange for the provision of health-related social needs (HRSN) services to Medicaid members in the Capital, Central, and North Country regions, inclusive of the counties, by individuals who are contracted with the SCN Lead Entity to provide HRSN services, and

Whereas, The Jefferson County Public Health Service seeks to provide or arrange for the provision of HRSN services to Medicaid members within Jefferson County and the Central and North Country regions covered by the SCN Lead Entity as a contractor and part of the Lead Entity's Network, and

Whereas, Healthy Alliance Foundation Inc. desires to enter into an agreement whereby it will include the Jefferson County Public Health Service within its SCN Lead Entity Network as a HRSN Provider and provide access to the SCN IT Platform at no cost to the Jefferson County Public Health Service.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute any and all agreements required for said involvement in the SCN Lead Entity Network and/or any of its subcontractors on behalf of Jefferson County, subject to approval by the County Attorney as to form and content.

Seconded by Legislator: Frances A. Calarco

All members present voted aye.

**Resolution No. 61**

**Amending the 2025 County Budget to Reappropriate Funding From the New York State Office of Temporary and Disability Assistance for the New York State Family-Centered Case Management Services Program**

By Legislator: Tina M. Bartlett-Bearup

Whereas, By Resolution 339 of 2024, the Board of Legislators accepted funding from the NYS Office of Temporary and Disability Assistance for the New York State Family-Centered Case Management Services Program in the amount of \$165,385, and

Whereas, The Family-Centered Case Management Services Program is intended to provide funding for case management services to families having difficulty stabilizing their households and transitioning toward greater financial security, and

Whereas, There remain unspent funds for which the deadline for expenditures is June 30, 2025, and

Whereas, The funding will be used to engage at-risk families in collaborative case planning, connecting them to appropriate services based on individual needs and barriers.

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

**Increase:**

Fund Balance		
01000000 30599	Appropriated Fund Balance	\$165,385
Expenditures		
01601000 01100	Personal	\$ 70,591
01601000 04102	Office Furnishings	6,000
01601000 04110	Office Expense	1,500
01601000 04111	Trackable Durable	500
01601000 04115	Telephone	3,000
01601000 04116	Postage	2,500
01601000 04117	Printing	2,500
01601000 04118	Computer Hardware	2,700
01601000 04119	Computer Software	5,000
01601000 04313	Travel	7,000
01601000 04414	Indirect Cost of Housing	15,000
01601000 04613	Caseworker	5,680
01601000 08010	Training	13,000
01601000 08020	State Retirement	20,000
01601000 08030	Health Benefits	7,000
01601000 08040	Social Security	3,414
	Workers Comp	

Seconded by Legislator: Karen J. Freeman

Roll Call Vote

Ayes: Bartlett-Bearup, Jareo, Freeman, Grant, Nabywaniec, Calarco, Boulio, Potter, Montigelli, Cantwell, Doldo, McBride, Johnson

Absent: Reed, Ferris

Resolution passed.

**Resolution No. 62**

**Amending the 2025 County Budget to Reappropriate Funding From the New York State Office of Temporary and Disability Assistance for the New York State Shelter Arrears Eviction Forestallment (SAEF) Program**

By Legislator: Tina M. Bartlett-Bearup

Whereas, By Resolution 338 of 2024, the Board of Legislators accepted funding from the New York State Office of Temporary and Disability Assistance for the New York State Shelter Arrears Eviction Forestallment (SAEF) Program in the amount of \$94,170, and

Whereas, There remain unspent funds for which the deadline for expenditures is September 30, 2025, and

Whereas, This funding will be used to provide shelter arrears assistance to eligible households for the retainment of permanent housing.

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

**Increase:**

Fund Balance		
01000000 30599	Appropriated fund balance	\$ 81,540
Expenditures		
01601000 01100	Personnel	\$ 6,489
01601000 08010	State Retirement	918
01601000 08020	Health Benefits	1,363
01601000 08030	Social Security	496
01601000 08040	Workers Compensation	151
01631000 04606	SAEF Grant	72,123

Seconded by Legislator: Christopher S. Boulio

Roll Call Vote

Ayes: Jareo, McBride, Montigelli, Calarco, Doldo, Cantwell, Boulio, Nabywaniec, Potter, Grant, Freeman, Bartlett-Bearup, Johnson

Absent: Reed, Ferris

Resolution passed.

**Resolution No. 63**

**Amending the 2025 County Budget to Reappropriate Funding from the New York State Office of Temporary and Disability Assistance for the Solutions to End Homelessness Program**

By Legislator: Robert W. Cantwell, III

Whereas, By Resolution 340 of 2024, this Board of Legislators accepted funding from the NYS Office of Temporary and Disability Assistance for the Solutions to End Homelessness Program (STEHP) in the amount of \$300,000 for three (3) years, and

Whereas, There remain unspent funds for which the deadline for expenditures for the current program period is September 30, 2025, and

Whereas, This funding will be used to provide rental and financial assistance, as well as street outreach, to individuals at risk of, or experiencing homelessness.

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

**Increase:**

Fund Balance		
01000000 30599	Appropriated Fund Balance	\$300,000
Expenditures		
01601000 01100	Personnel	\$ 60,600
01601000 04112	Membership	5,000
01601000 04313	Travel	1,000
01601000 04416	Professional Fees	60,959
01601000 08020	Health Benefits	15,150
01631000 04627	HUD Prevent Homelessness	157,291

Seconded by Legislator: Christopher S. Boulio

Roll Call Vote

Ayes: Doldo, Cantwell, Montigelli, Nabywaniec, McBride, Bartlett-Bearup, Boulio, Freeman, Jareo, Calarco, Ferris, Grant, Johnson

Absent: Reed, Ferris

Resolution passed.

**Resolution No. 64**

**Amending the 2025 County Budget to Reappropriate Funding From the United States Department of Agriculture (USDA) Food and Nutrition Service**

By Legislator: Frances A. Calarco

Whereas, By Resolution 341 of 2024, this Board of Legislators accepted funding from the USDA Food and Nutrition Service under the Supplemental Nutrition Assistance Program (SNAP) Process and Technology Improvement Grants in the amount of \$140,491, and

Whereas, There remain unspent funds for which the deadline for expenditures is September 20, 2024 through September 30, 2025, and

Whereas, This funding will be used to streamline SNAP benefit application inquiries utilizing Artificial Intelligence (A.I.).

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

**Increase:**

Fund Balance		
01000000 30599	Appropriated Fund Balance	\$11,968
Expenditures		
01601000 04110	Office Expense	\$ 143
01601000 04114	Maintenance /Repair	11,000
01601000 04118	Computer Hardware	825

Seconded by Legislator: Tina M. Bartlett-Bearup

Roll Call Vote

Ayes: Grant, Potter, Bartlett-Bearup, Doldo, Montigelli, Calarco, Boulio, McBride, Cantwell, Freeman, Jareo, Nabywaniec, Johnson

Absent: Reed, Ferris

Resolution passed.

**Resolution No. 65**

**Accepting Donation on Behalf of the Department of Social Services for Foster Care  
and Amending the 2025 County Budget**

By Legislator: Christopher S. Boulio

Whereas, Bernier, Carr & Associates, Engineers, Architects and Land Surveyors, P.C. has donated funds to the Jefferson County Department of Social Services to be used for the Foster Care Program, and

Whereas, The 2025 County Budget must be amended to recognize this donation.

Now, Therefore, Be it Resolved, That Pursuant to County Law Section 215 (3), This Board of Legislators gratefully accepts said donation and be it further

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

**Increase:**

Revenue		
01601000 92705	Donations	\$200
Expenditure		
01601000 04624	Client Incidentals	\$200

Seconded by Legislator: Karen J. Freeman

Roll Call Vote

Ayes: Jareo, Doldo, Freeman, Cantwell, Grant, Potter, McBride, Boulio,  
Bartlett-Bearup, Calarco, Montigelli, Nabywaniec, Johnson

Absent: Ferris, Reed

Resolution passed.

**Resolution No. 66**

**Amending 2025 County Budget for the Social Services Department Relative to  
General Ledger Coding Review**

By Legislator: Tina M. Bartlett-Bearup

Whereas, Since the 2025 budget process, a review has been conducted to ensure uniformity in general ledger coding with best practices, the adopted Chart of Budgetary Accounts, and IRS regulations, and

Whereas, In an effort to reflect expenses in their most appropriate account and strengthen County financial reporting, it is necessary to transfer funds between certain accounts.

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

**Increase:**

01601000 04313	Travel	\$ 40,000
01601000 04110	Office Expenses	16,000

**Decrease:**

01601000 04613	Training	\$ 40,000
01601000 04117	Printing	16,000

Seconded by Legislator: Robert W. Cantwell, III

All members present voted aye.

**Resolution No. 67**

**Authorizing an Inter-Municipal Agreement for Shared Services with Lewis County  
in Regard to Providing Veteran Services**

By Legislator: Frances A. Calarco

Whereas, Pursuant to General Municipal Law §119-o municipal corporations may enter into cooperative agreements to share services for their mutual benefit, and

Whereas, Resolution 19 of 2023 authorized an inter-municipal agreement with the County of Lewis providing for the shared services of Veterans Department personnel for a period of up to two years beginning January 1, 2023, and

Whereas, The partnership authorized by the agreement has been a success in shared services, and

Whereas, The Board of Legislators of the County of Jefferson and the County of Lewis desire to continue the partnership through inter-municipal agreement providing for the personnel of the Jefferson County Veterans Services Agency to assume the responsibility and duties of the Lewis

County Department of Veterans Affairs, utilizing equipment owned and maintained by Lewis County, in consideration of an annual payment to Jefferson County, and

Whereas, Each County has agreed that an equitable apportionment of costs for the combined program results in 38% of the annual budget cost being allocated to Lewis County and said share of the annual total budget shall be reimbursed to Jefferson County by Lewis County.

Now, Therefore, Be It Resolved, That the Chairman of the Board is hereby authorized to execute an inter-municipal agreement with the County of Lewis providing for the shared services of Veterans Department personnel for a period of up to two years beginning January 1, 2025, subject to the approval of the County Attorney as to form and content.

Seconded by Legislator: Corey Y. Grant

All members present voted aye.

Legislator Montigelli complimented Administration for their efforts in putting together the strategic priorities that were adopted by each Committee. He said it is great to have a plan and looked forward to implementing them.

Chairman Johnson entertained a motion to go into executive session to discuss labor negotiations pursuant to Article 14 of the Civil Service Law. Such motion was made by Legislator Jareo seconded by Legislator Grant and unanimously carried, the Board entered executive session at 6:25 p.m. The Board returned to open session at 7:05.

There being no further business of the Board, on a motion by Legislator Grant seconded by Legislator Potter and unanimously carried, the meeting was adjourned at 7:06 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