Office of the County Administrator
Historic Courthouse
195 Arsenal Street, 2nd Floor
Watertown, New York 13601
Phone: (315) 785-3075 Fax: (315) 785-5070

Ryan Piche
County Administrator

Dylan Soper
Deputy County Administrator

Date: October 30, 2026

TO: Members of General Services Committee

FROM: Ryan Piche, County Administrator

SUBJECT: General Services Committee Agenda

Please let this correspondence serve as notification that the General Services Committee will meet on ***Wednesday, November 4, 2026 at 6:00 p.m.*** in the Board of Legislators' Chambers.

Following is a list of agenda items for the meeting:

Resolutions:

1. Amending the 2026 County Budget for the Airport Department Relative to Aviation Fuel

2. Authorizing an Agreement with Barrett Paving and Materials in Relation to the Airport General Aviation Parking Lot at the Watertown International Airport and Amending the 2026 County Budget and Capital Plan in Relation Thereto

3. Amending the 2026 County Budget and Capital Plan to Recognize Energy Tax Savings from the Internal Revenue Service in Relation to the Watertown International Airport Terminal Project for the Purposes of Economic Development and Property Remediation

4. Authorizing a Memorandum of Understanding with the United States Department of War for Participation in the SkillBridge Internship Program at Fort Drum

5. Authorizing a Software Agreement in Relation to the Watertown International Airport Backup Weather System Sensors

6. Establishing a Petty Cash Fund in the Dog Control Department

7. Authorizing an Agreement in Relation to the FY 2025 Emergency Management Performance Grant (EMPG)

8. Authorizing an Agreement and Amending the 2026 County Budget in Relation to the FY 2025 State Homeland Security Program (SHSP) Grant

9. Authorizing an Agreement with New York State Division of Homeland Security and Amending the 2026 County Budget in Relation to the FY 2025/FY 2026 New York State Interoperable Communications Formula Grant

10. Amending the 2026 County Budget to Reallocate Funds Within the Highway Department Budget

11. Amending the 2026 County Budget and Capital Plan Relative to County Routes 69 and 97

12. Amending the 2026 County Budget in Relation to the 2024-2025 Federal Transit Section 5311 Grant for Jefferson County Rural Public Transportation

13. Authorizing Jefferson County to be Lead Agency Under the State Environmental Quality Review Act for the Purpose of the 2026 Inclusion of Viable Agricultural Land to Existing Agricultural Districts' Established Review Periods and Making a Determination of Non-Significance

14. Authorizing an Agreement with the Community Action Planning Council to Promote Fair and Equal Housing

15. Authorizing Agreements with New York State Empire State Development and the Village of Clayton in Relation to the New York State County Infrastructure Grant Program and Amending the 2026 County Budget in Relation Thereto

16. Amending the 2026 County Budget in Relation to the HOME Investment Partnership Grant Program

17. Appointing a Section 3 Coordinator For Jefferson County

18. Amending the 2026 County Budget in Relation to Recycling and Solid Waste Management
    a. Contains a correction

19. Adopting the Development Authority of the North Country 2026-2035 Local Solid Waste Management Plan

20. Accepting the Donation of a Canine on Behalf of the Jefferson County Sheriff's Office for Future Training and Deployment as a Narcotics Detection K-9

21. Authorizing an Agreement with New York State Defender's Association, Inc. for Case Management Software and Amending the 2026 County Budget in Relation to Software and Equipment in the Public Defender's Office
    a. New Resolution

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

RP:jnl

c:	Airport	Dog Control	Public Defender
	Buildings & Grounds	Fire & Emerg. Mgmt./E911	Recycling & Waste Mgmt.
	County Attorney	Highway	Sheriff's Office

County Treasurer	Planning	Weights & Measures
District Attorney	Probation	

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Amending the 2026 County Budget for the Airport Department Relative to Aviation Fuel

By Legislator: _____

Whereas, Appropriations for the purchase of fuel for resale at the Airport are expected to exceed budgeted figures as the cost of jet fuel and aviation gas have drastically increased and remained consistently high throughout 2026 due in part to global volatility, and

Whereas, Revenue from Airport fuel sales help offset the cost of Airport operations.

Now, Therefore, Be It Resolved, that the 2026 County Budget is hereby amended as follows:

Increase

Expenditure		
01561000 04575	Cost of Fuel & Oil Sales	$160,000
01561000 04585	Operating Supplies	15,000
01561000 04407	Credit Card Fees	7,500
Revenue		
01561000 91776	FBO Airport Sale of Fuel & Oil	$182,500

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 Barrett Paving and Materials in Relation to the Airport General Aviation Parking Lot at the Watertown International Airport and Amending the 2026 County Budget and Capital Plan in Relation Thereto

By Legislator: _____

Whereas, By Resolution Nos. 170 of 2024, 289 of 2025, and 174 of 2026, The Board of Legislators progressively advanced airport parking improvements by classifying the Airport Terminal and Gateway Redevelopment Project as an Unlisted Action under SEQR, including the project in the Six-Year Capital Plan, and contracting with McFarland-Johnson, Inc. for design and construction oversight, and

Whereas, By Resolution No. 47 of 2026, The Board of Legislators recognized the need to support airport capital projects including old terminal renovation, restaurant opening, and parking lot improvements as a 2026 Strategic Priority for the General Services Committee, and

Whereas, McFarland-Johnson Inc. has since completed said design, coordinated the bidding process and recommends the award of construction contracts for the Airport General Aviation Parking Lot to Barrett Paving Materials Inc. in the amount of $578,594.

Now, Therefore, Be It Resolved, That Jefferson County enter into an agreement with Barrett Paving Materials Inc., for construction of the Airport General Aviation Parking Lot in the amount of $578,594, 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, subject to review by the County Attorney as to form and content, and be it further

Resolved, That the 2026 County Budget is hereby amended as follows:

Increase

Expenditure		
20561000 02073	Airport Parking Improvements	$578,594

Decrease

Expenditure		
20561000 02001	Airport Facility	$ 70,394
20698900 02064	Property Acquisition/Improvements	508,200

and be it further

Resolved, That the Six-Year Capital Plan is amended accordingly.

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 2026 County Budget and Capital Plan to Recognize Energy Tax Savings from the Internal Revenue Service in Relation to the Watertown International Airport Terminal Project for the Purposes of Economic Development and Property Remediation

By Legislator: _____

Whereas, By Resolution No. 104 of 2026, The Board of Legislators provided ongoing commitment to the Airport Terminal Project by appropriating funds for the airport connector passage, enabling pedestrian traffic to seamlessly transition between the terminal, restaurant, and event space without exposure to inclement weather via a fully accessible, climate-controlled route, including those with mobility challenges, and

Whereas, By Resolution No. 47 of 2026, The Board of Legislators recognized the need for continued support of airport capital projects including old terminal renovation, restaurant opening, and parking lot improvements as a 2026 Strategic Priority for the General Services Committee, and

Whereas, By Resolution No. 48 of 2026, The Board of Legislators approved agreements and appropriated additional funds for the construction of the airport restaurant project, and

Whereas, Projects were made possible through anticipation of receiving Clean Energy Tax Credits from the Internal Revenue Service (IRS) in relation to the Terminal Construction Project, and

Whereas, Airport consultant, McFarland-Johnson, Inc., has completed the necessary tax forms and filing on behalf of Jefferson County in which the IRS credit to the county is expected to total $1,555,787, and

Whereas, Due to financial constraints precipitated by mandated federal and state cost shifts, for the first time in four years, the Tentative Budget includes no available funds for the Board's priorities of economic development and property remediation, and

Whereas, Recognizing the IRS credited funds for economic development and property remediation allow for continued reinvestment in Board priorities, without placing the burden on the taxpayers of Jefferson County, and

Whereas, In addition to the appropriation for economic development and property remediation, a minor field change related to the Airport Fuel Farm project has come to light necessitating the need for a catch basin, requiring a construction change order to Lavalley Brothers Construction, Inc. in the amount of $10,692, requiring an additional $3,000 in project funding.

Now, Therefore, Be It Resolved, That the 2026 County Budget is hereby amended as follows:

Increase

Revenue		
01561000 92770	Other Unclassified Revenue	$1,555,787
Transfers		
01995000 09006	Transfer to Capital Projects Fund	$1,555,787
20900600 95031	Transfer From General Fund	1,555,787
Expenditure		
20698900 02060	Property Remediation	$776,894
20698900 02063	Economic Development	775,893
20561000 02093	Airport Fuel Farm	3,000

and be it further

Resolved, That the Six-Year Capital Plan is amended accordingly.

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 a Memorandum of Understanding with the United States Department of War for Participation in the SkillBridge Internship Program at Fort Drum

By Legislator: _____

Whereas, The United States Department of War SkillBridge Program provides a structured pathway for eligible service members to participate in job training, employment skills training, and internships within 180 days of separation from active-duty service to prepare for civilian employment, and

Whereas, Jefferson County desires to partner with Fort Drum and the Military-Civilian Transition Office (MCTO) under the Office of the Under Secretary of War for Personnel and Readiness (USW(P&R)) to serve as an authorized SkillBridge Provider, and

Whereas, Under the Department of War SkillBridge Memorandum of Understanding, participating federal, state, and local government agencies agree to provide transitioning service members with on-the-job training and internship opportunities aimed at enhancing their professional skills and civilian workforce readiness, and

Whereas, The Watertown International Airport has volunteered to serve as the lead county department in supporting this initiative, having successfully provided numerous internship opportunities at the airport in the past, and

Whereas, As a local government entity, Jefferson County will consider offering post-service suitable employment for open positions to service members who successfully complete their SkillBridge internship, are eligible for special hiring opportunities, and meet minimum qualifications in accordance with applicable merit system requirements, and

Whereas, Participation in this program requires no exchange or commitment of County funds, as service members continue to receive military pay and benefits from the Department of War during their internship period.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute a Memorandum of Understanding with the Office of the Under Secretary of War for Personnel and Readiness, along with any necessary related documents to participate in the SkillBridge Internship Program with Fort Drum, 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 a Software Agreement in Relation to the Watertown International Airport Backup Weather System Sensors

By Legislator: _____

Whereas, By Resolution Nos. 121 and 135 of 2023, The Board of Legislators authorized agreements with the Federal Aviation Administration and McFarland-Johnson Inc. for Backup Weather Equipment System, supported by the Six-Year Capital Plan and American Rescue Plan Act Funds, and

Whereas, By Resolution No. 232 of 2024, The Board of Legislators authorized an agreement Baseline King Corporation for the general construction phase of the project with oversight by McFarland-Johnson Inc., and

Whereas, The contract with Baseline King Corporation includes the acquisition of the software, to be provided by Mesotech International, Inc. for a period of up to three (3) years at a cost not to exceed $7,200, and

Whereas, The subscription is for support services for Automated Weather Observation System (AWOS) including weather camera maintenance and transmission to the Federal Aviation Administration, and

Whereas, As the user of the software, Mesotech International, Inc. has provided a software agreement for utilization by Jefferson County.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators be and is hereby authorized and directed to execute the software agreement with Mesotech International, Inc. for a term of up to three years, at a price not to exceed $7,200, 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. _____

Establishing a Petty Cash Fund in the Dog Control Department

By Legislator: _____

Whereas, The Dog Control Department conducts public financial transactions, including the receipt of dog redemption and impound fees, adoption fees, and related charges, thereby necessitating a secure petty cash fund to make accurate change during daily business hours, and

Whereas, The Supervisor of Dog Control and County Treasurer are recommending the establishment of a petty cash fund in the amount of $100 to provide the Department with funds to maintain a cash drawer for regular transactions.

Now, Therefore, Be It Resolved, That, pursuant to Section 371 of the County Law, there is hereby established a petty cash fund in the amount of $100 in the Dog Control Department to be utilized to make change for regular departmental transactions.

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 in Relation to the FY 2025 Emergency Management Performance Grant (EMPG)

By Legislator: _____

Whereas, The United States Department of Homeland Security Federal Emergency Management Agency has awarded Jefferson County $41,485 under the FY 2025 Emergency Management Performance Grant administered by the New York State Division of Homeland Security and Emergency Services (DHSES) for the period of October 1, 2024, through September 30, 2027, and

Whereas, The County must enter into an agreement with the New York State DHSES to receive this grant to partially fund full-time employees in Fire and Emergency Management, and

Whereas, Said revenue and expenditure grant funds are contained in the 2026 County Budget.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute said agreement for FY 2025 Emergency Management Performance Grant (EMPG) Program in the amount of $41,485, on behalf of Jefferson County, subject to the review of the County Attorney as to form and content, and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized and directed to execute any and all future amendments and agreements with the New York State Division of Homeland Security and Emergency Services relative to the Emergency Management Performance Grant Program, within available appropriations, per Purchasing Policy 4.01– Policy, Control, and Quotations, 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 and Amending the 2026 County Budget in Relation to the FY 2025 State Homeland Security Program (SHSP) Grant

By Legislator: _____

Whereas, The New York State Division of Homeland Security and Emergency Services (DHSES) has awarded Jefferson County $42,375 from the FY 25 State Homeland Security Program (CFDA 97.067) for the period September 1, 2025, through August 31, 2028, and

Whereas, The County must enter into an agreement with New York State DHSES to receive the grant funds which will be used for smart phone application maintenance, cellphone service, county responder credentialing system, and replacing the County self-contained breathing apparatus fit test equipment that has reached the end of useful life.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute said agreement for FY 2025 State Homeland Security Program Grant in the amounts of $42,375 on behalf of Jefferson County, subject to the review of the County Attorney as to form and content, and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized and directed to execute any and all future amendments and agreements with the New York State Division of Homeland Security and Emergency Services relative to the State Homeland Security Grant Program, within available appropriations, per Purchasing Policy 4.01 – Policy, Control, and Quotations, subject to the approval of the County Attorney, and be it further

Resolved, That the 2026 County Budget is hereby amended as follows:

Increase

Revenue		
01341000 943204	Federal Homeland Security - Fire/EMO	$42,375
Expenditure		
01341400 02101	Computer Equipment	$12,500
01341400 02300	Technical Equipment	15,000
01341400 04114	Maintenance / Repair	9,875
01341400 04115	Telephone	5,000

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 New York State Division of Homeland Security and Amending the 2026 County Budget in Relation to the FY 2025/FY 2026 New York State Interoperable Communications Formula Grant

By Legislator: _____

Whereas, The New York State Division of Homeland Security and Emergency Services (DHSES) has awarded Jefferson County a FY 2025/FY 2026 New York State Interoperable Communications Formula Grant (SICG) in the amount of $1,359,508 for the period of January 1, 2026, through December 31, 2030, and

Whereas, The County must enter into an agreement (#SI25-1032-E00) with the New York State DHSES to receive grant funds to enhance public safety operations by strengthening communications infrastructure, and

Whereas, The grant will be used to complete final lease/purchase payments for the P25 UHF Trunked Radio System authorized by Resolution No. 279 of 2016 and to supplement the County share of annual system maintenance costs in the 2027 Budget.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute said agreements for FY 2025/FY 2026 State Interoperable Communications Grant (SICG) Program in the amount of $1,359,508, on behalf of Jefferson County, subject to the review of the County Attorney as to form and content, and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized and directed to execute any and all future amendments and agreements with the New York State Division of Homeland Security and Emergency Services relative to the State Interoperable Communications Grant (SICG) Program, within available appropriations, per Purchasing Policy 4.01 – Policy, Control, and Quotations, 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. _____

Amending the 2026 County Budget to Reallocate Funds Within the Highway Department Budget

By Legislator: _____

Whereas, The Jefferson County Highway Department utilizes local town labor and equipment assistance to complete critical infrastructure and paving projects on county roads, and

Whereas, Stone materials are essential for County infrastructure operations, including backfilling around culvert pipes, laying road bases, mixing with asphalt emulsions, and constructing bridge foundations, and

Whereas, Anticipated expenditures for Hired Machines, Gravel Stone Sand, and Pavement Marking will exceed the budgeted allowances, and

Whereas, Sufficient surplus funds are available within the Highway Department Paving County Roads account.

Now, Therefore, Be It Resolved, That the 2026 County Budget is hereby amended as follows:

Decrease

Expenditure		
05511200 04930	Paving County Roads	$180,000

Increase

Expenditure		
05331000 04480	Highway Pavement Marking	$50,000
05511000 04589	Gravel Stone Sand	30,000
05511000 04686	Hired Machines	100,000

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. _____

Amending the 2026 County Budget and Capital Plan Relative to County Routes 69 and 97

By Legislator: _____

Whereas, Current year capital road projects require additional funding beyond their original budget allocations to complete scheduled work, and

Whereas, Capital funds in the amount of $250,000 are available in the K019, Noble Street project for transfer to the Capital Road Construction Account, and

Whereas, The County Route 97 (CR 97) project is experiencing increased expenditure due to rising costs of stone and asphalt, requiring additional funding to reach completion during the 2026 budget year, and

Whereas, County Route 97 was initially funded from 2024 through 2026, and the transfer of available capital funds will allow the project to be fully completed this year, and

Whereas, County Route 69 (CR 69) received annual funding from 2013 through 2023, leaving a remaining balance of capital funds that can be utilized to cover the current shortfall on CR 97, with work on CR 69 scheduled to resume in 2029-2031.

Now, Therefore, Be It Resolved, That the 2026 County Budget is hereby amended as follows:

Decrease

Expenditure		
20511300 02904	K019 Evans Mills	$ 250,000
20511200 02754	County Route 69	180,000

Increase

Expenditure		
20511200 02701	Road Construction	$ 250,000
20511200 02756	County Route 97	180,000

and be it further

Resolved, That the Six-Year Capital Plan is amended accordingly.

Seconded by Legislator: _____

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Amending the 2026 County Budget in Relation to the 2024-2025 Federal Transit Section 5311 Grant for Jefferson County Rural Public Transportation

By Legislator: _____

Whereas, By Resolution Nos. 244 of 2024 and 48 of 2025, The Board of Legislators amended the County Budget and authorized a Section 5311 Grant Application for operating and capital expenses for Jefferson County rural public transportation for the 2024 and 2025 fiscal years, and

Whereas, By Resolution No. 56 of 2026, Jefferson County authorized an agreement with the New York State Department of Transportation (NYSDOT) for the 2024-2025 Federal Transit Section 5311 Rural Transportation Program to support rural public transportation operations and mobility management activities, and

Whereas, It is necessary to account for professional fees and external services related to bus operations under the 2024-2025 NYSDOT 5311 grant award to ensure transparency and proper allocation of funds for continued services, and

Whereas, Additional funds in the amount of $145,920 are necessary for these operations, which are fully offset by equal allocations of $72,960 in Federal Aid and $72,960 in State Aid, and

Whereas, Amending the 2026 County Budget to recognize this grant revenue and allocate the appropriate expenditure lines benefits Jefferson County by ensuring the continued operation of vital public transportation services without additional local tax impact.

Now, Therefore, Be It Resolved, That the 2026 County Budget is hereby amended as follows:

Increase

Revenue		
01563000 94594	Fed Aid Bus Transportation	$ 72,960
01563000 93594	St Aid Bus Transportation	72,960
Expenditure		
01563000 04416	Professional Fees - External	$145,920

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 Jefferson County to be Lead Agency Under the State Environmental Quality Review Act for the Purpose of the 2026 Inclusion of Viable Agricultural Land to Existing Agricultural Districts' Established Review Periods and Making a Determination of Non-Significance

By Legislator: _____

Whereas, New York State Agriculture and Markets Law Article 25AA, Section 303-b requires counties to establish an annual thirty-day period within which to accept requests by landowners to have viable agricultural land included in a certified Agricultural District, and

Whereas, The Jefferson County Board of Legislators passed Resolution No. 98 of 2004, Establishing an Annual Thirty-Day Period from June 1 to June 30 for Landowners to Submit Proposals to Include Viable Agricultural Land within an Existing Agricultural District before the Districts' Established Review Period, and

Whereas, In accordance with Section 303-b of Article 25AA of the New York State Agriculture and Markets Law, the 2025 requests for inclusion were referred to the Agriculture and Farmland Protection Board for review and recommendation, and

Whereas, The recommendation of the Agriculture and Farmland Protection Board has been submitted to the Board, and

Whereas, A public hearing was held on October 6, 2026, to receive public comments, and

Whereas, The Jefferson County Board of Legislators has reviewed the requests for inclusion, the recommendation of the Jefferson County Agricultural and Farmland Protection Board, and the Public Hearing record concerning the inclusion of viable agricultural land in certified agricultural districts before the districts' established review periods, and

Whereas, The inclusion of viable agricultural land within an existing Agricultural District before the Districts' established review period is an action subject to environmental review in accordance with Article 8 of the New York State Environmental Conservation Law, State Environmental Quality Review (SEQR) Act, and

Whereas, An Environmental Assessment Form (EAF) has been completed, which reviews potential environmental impacts and determines that no significant impacts will occur.

Now, Therefore, Be It Resolved, That Jefferson County shall assume lead agency status for this action pursuant to SEQR and has determined that this is an unlisted action that will not have any adverse environmental impacts, and be it further

Resolved, That, pursuant to Agriculture and Markets Law Article 25 AA, Section 303-b, the

Jefferson County Board of Legislators does hereby approve the inclusion of three parcels consisting of 575.09 acres to existing Agricultural Districts, and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized to sign the Environmental Assessment Form/Determination of Significance and forward the same to all involved agencies.

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 Community Action Planning Council to Promote Fair and Equal Housing

By Legislator: _____

Whereas, Jefferson County is the grant recipient of U.S. Department of Housing and Urban Development funding from the Community Development Block Grant and HOME Programs, and said funds are committed to housing assistance programs for income eligible County residents, and

Whereas, To ensure compliance with funding requirements the County is obligated to promote fair and equal housing opportunities for residents of Jefferson County consistent with federal legislation and regulations, and

Whereas, The County has annually entered into a contract for the provision of fair housing services including acting as the County's fair housing office for public education, information and referral, and complaint assistance, and

Whereas, Funds for a fair housing contract are appropriated in the 2026 County Budget.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized to enter into an agreement with the Community Action Planning Council (CAPC) in the amount of $10,000 for promoting and furthering fair and equal housing opportunities in the County for the period October 1, 2026, through September 30, 2027, subject to the review 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 Agreements with New York State Empire State Development and the Village of Clayton in Relation to the New York State County Infrastructure Grant Program and Amending the 2026 County Budget in Relation Thereto

By Legislator: _____

Whereas, Jefferson County submitted an application for a New York State County Infrastructure Grant (Project #140,486) in the amount of $1,000,000 for the 2026 program year of the New York State Empire State Development (ESD) County Infrastructure Grant Program, and

Whereas, The application was submitted in cooperation with the Village of Clayton for the purpose of designing and constructing vital utility extensions along County Route 3 in the Village of Clayton, and

Whereas, The proposed improvements include the expansion of approximately 1,000 linear feet of municipal water and wastewater lines to the residential site, as well as engineering, heavy site preparation, grading, stormwater management systems, and a dedicated municipal access road essential to making the parcel build ready, which will directly support the development of up to 20 new workforce housing units, thereby advancing local housing availability and infrastructure capacity within Jefferson County, and

Whereas, It is necessary to authorize agreements with ESD and the Village of Clayton to administer the grant funds and complete the project consistent with the approved application and program requirements.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized and directed to enter into any and all agreements with New York State Empire State Development and the Village of Clayton to perform the work described herein, subject to the approval of the County Attorney as to form and content, and be it further

Resolved, That the 2026 County Budget is hereby amended as follows:

Increase

Revenue		
01898900 93990	State Aid Sewer Project	$1,000,000
Expenditure		
01815000 04600	Payments & Contributions	$1,000,000

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. _____

Amending the 2026 County Budget in Relation to the HOME Investment Partnership Grant Program

By Legislator: _____

Whereas, By Resolution No. 88 of 2024, Jefferson County, acting as lead County on behalf of the North Country HOME Consortium, was authorized to submit applications to the United States Department of Housing and Urban Development (HUD) for HOME Investment Partnership Program Grants for Fiscal Years 2024, 2025, and 2026 to assist in providing affordable housing resources within the Consortium area, and

Whereas, Jefferson County, as Lead County of the Consortium, has been awarded a 2026 HOME Grant in the amount of $951,329.09 for the purpose outlined above, and

Whereas, Traditionally, Jefferson County has subcontracted the administration of the HOME programs, and

Whereas, The Planning Director has identified an opportunity to capitalize on additional funding and control over the HOME program by administering HOME programs directly, and

Now, Therefore, Be It Resolved, That Jefferson County hereby authorizes the Chairman of Board to execute any and all documents as may be required to fulfill the requirements of fiscal years 2022 through 2026 HOME grant awards, including agreements for existing HOME, HOME Rentals and HOME ARP projects with Neighbors of Watertown, North Country Affordable Housing, Snow Belt Housing, Kamargo HDFC, Clayton Improvement Association, LTD., Mohawk Indian Housing, DePaul, Watertown Urban Mission and Frontier Housing, subject to the approval of the County Attorney as to form and content, and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized and directed to execute any and all future amendments and agreements with the U.S. Department of Housing and Urban Development relative to the HOME Investment Partnership Program Grants within appropriated funds, per Purchasing Policy 4.01 – Policy, Control and Quotations, subject to the review of the County Attorney, and be it further

Resolved, That the 2026 County Budget is hereby amended as follows:

Increase

Revenue		
30866800 94995	Fed Aid HOME Program	$951,329.09
Expenditure		
30898900 04001	HOME Program	$951,329.09

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 a Section 3 Coordinator For Jefferson County

By Legislator: _____

Whereas, Jefferson County has been awarded grant monies from the New York State Office of Community Renewal (OCR) through its Community Development Block Grant program to fund an owner-occupied housing rehabilitation program to benefit income eligible homeowners throughout Jefferson County and a mobile home replacement program for low to moderate income eligible residents, and

Whereas, The Board of Legislators agreed to comply with all state and federal regulations that are applicable to the funding, and

Whereas, Section 3 of the Housing and Community Development Act of 1992, as amended, requires that recipients of United States Department of Housing and Urban Development (HUD) funding ensure that employment and other economic opportunities generated by certain HUD financial assistance shall, to the greatest extent feasible, and consistent with existing federal, state and local laws and regulations, be directed to lower income persons, particularly those who are recipients of government assistance for housing, and to business concerns which provide economic opportunities to lower income persons, and

Whereas, The New York State OCR, as the agency responsible for administering HUD funding in New York State, requires that local communities administering programs with HUD funding must designate a local Section 3 Coordinator with authority to monitor compliance with the HUD regulations.

Now, Therefore, Be It Resolved, Alicia Dewey, Deputy Director in the Jefferson County Department of Planning is hereby appointed as Section 3 Coordinator for Jefferson County with authority to monitor compliance with the regulations at 24 CFR Part 135 of the federal regulations, and be it further

Resolved, That all problems or complaints shall be reported to the County Administrator, who will determine what action is required under the regulations.

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

*Corrected

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Amending the 2026 County Budget in Relation to Recycling and Solid Waste Management

By Legislator: _____

Whereas, By Resolution No. 207 of 2026, The Board of Legislators awarded a contract for paving services, and

Whereas, The increased cost of diesel fuel has directly affected the material and transportation contract price for the completed paving work, and

Whereas, Recycling and Solid Waste Management is experiencing higher than anticipated tonnage transport, resulting in an increased cost of Development Authority of the North Country tipping fees, and

Whereas, Due to the higher than anticipated tonnage, additional revenue is available to offset tipping fees, and

Whereas, The cost of utilities has drastically increased and remained consistently high throughout 2026 due to global market volatility, surging demand, aging infrastructure, and shifting energy policies, and

Whereas, Funds are available within the department's fund balance to cover these required costs.

Now, Therefore, Be It Resolved, That the 2026 County Budget is hereby amended as follows:

Increase

Revenue		
15910100 92131	Tipping Fees	$300,000
Expenditure		
15816000 02014	Paving	$ 20,000
15816000 04487	Tipping Fees	300,000
15816000 04214	Utilities	20,000
15816000 04311	Gasoline & Oil	70,000

Decrease

Fund Balance		
15000000 30599	Appropriated Fund Balance	$110,000

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. _____

Adopting the Development Authority of the North Country 2026-2035 Local Solid Waste Management Plan

By Legislator: _____

Whereas, By Resolution No. 200 of 2010, Jefferson County designated the Development Authority of the North Country (the "Authority") to serve as the Planning Unit responsible for preparing, implementing, maintaining, and updating the County's Local Solid Waste Management Plan (LSWMP) in cooperation with the other member counties of the regional Planning Unit, and

Whereas, The Authority has prepared the 2026–2035 LSWMP on behalf of the Planning Unit in accordance with the requirements of 6 NYCRR Part 366, and

Whereas, Throughout the development of the 2026–2035 LSWMP, the Authority provided draft materials and progress updates to the member counties and other Planning Unit stakeholders for review and comment through meetings, presentations, correspondence, and other outreach efforts, and incorporated appropriate feedback into the final Plan, and

Whereas, The New York State Department of Environmental Conservation (NYSDEC) has determined that the LSWMP is approvable, contingent upon adoption by each member county of the Planning Unit, and

Whereas, Jefferson County recognizes the importance of maintaining a coordinated regional approach to solid waste management and supports the continued implementation of the LSWMP through the Authority.

Now, Therefore, Be It Resolved, That the Jefferson County hereby adopts the 2026–2035 LSWMP recommended by the Authority, with such adoption to become effective upon approval of the LSWMP by NYSDEC, and be it further

Resolved, That Jefferson County agrees to implement and maintain the solid waste management system described in the approved LSWMP in cooperation with the Authority in cooperation with the other member counties of the Planning Unit, and be it further

Resolved, That the County agrees to participate in and support the preparation and submission of biennial LSWMP updates, as required by 6 NYCRR Subpart 366-5, and be it further

Resolved, That the Board of Legislators adopt said Local Solid Waste Management Plan, and be it further

Resolved, That a certified copy of this resolution will be sent to the Authority for submission to the NYSDEC as part of the Planning Unit's request for final approval of the 2026–2035 LSWMP, and be it further

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

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. _____

Accepting the Donation of a Canine on Behalf of the Jefferson County Sheriff's Office for Future Training and Deployment as a Narcotics Detection K-9

By Legislator: _____

Whereas, The retirement of K-9 Abel on March 3, 2026, and the impending retirement of K-9 O'Nei in 2027 will leave a void in the Jefferson County Sheriff's Office, and

Whereas, Local resident Renee Smith of R&S Labrador Retrievers has generously offered to donate a 4-month-old canine, "Coffee," to the Jefferson County Sheriff's Office, and

Whereas, Coffee is currently untrained, however the Jefferson County Sheriff's Office intends to enroll, train, and certify the canine specifically in narcotics detection to assist in combating illicit drug trafficking and enhancing public safety, and

Whereas, The Jefferson County Board of Legislators finds that accepting this donation serves a vital purpose, enhances law enforcement capabilities, and saves taxpayers the initial acquisition cost of a canine asset.

Now, Therefore, Be It Resolved, That the Jefferson County Board of Legislators hereby gratefully accepts the donation of the untrained canine, "Coffee" from Renee Smith for official use by the Jefferson County Sheriff's Office, and be it further

Resolved, That the Jefferson County Sheriff's Office shall assume absolute ownership and full financial responsibility for Coffee, including but not limited to specialized narcotics training, veterinary care, food, housing, and operational deployment costs.

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 New York State Defender's Association, Inc. for Case Management Software and Amending the 2026 County Budget in Relation to Software and Equipment in the Public Defender's Office

By Legislator: _____

Whereas, By Resolution No. 50 of 2003, The Board of Legislators authorized an agreement with New York State Defender's Association, Inc. (formerly New York State Division of Criminal Justice Services), for the use of Public Defender Case Management System (PDCMS) software for the period of April 1, 2003, through March 31, 2004, which has since been an integral part of managing the abundant number of cases that the Public Defender's Office receives, and

Whereas, The PDCMS software organizes all cases for the office to keep the department organized with respect to clients, their contact information, file numbers, their charges, the jurisdictional court, and their assigned attorney, and

Whereas, The New York State Defender's Association, Inc. has now developed PDCMS Pro software available at a cost not to exceed $17,720, which includes software and licensing for seventeen users, cloud storage, and a one-time set up fee, and

Whereas, The Jefferson County Public Defender's Office has unspent funds in the Indigent Legal Services (ILS) Hurrell-Harring grant (Grant No. CSTWIDE222), and

Whereas, There will be annual software and licensing fees of $12,240, plus additional storage if needed, and

Whereas, The Public Defender's Office seeks to use grant funding to also purchase computer equipment to modernize the office and facilitate the use of PDCMS Pro during court appearances and trials to update current information in real time, take accurate notes during proceedings, and maintain clients' cases and discovery, and

Whereas, The computer equipment will be purchased at a cost not to exceed $35,683.30, then reimbursed through budgeted ILS Hurrell-Harring grant funds.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute an agreement with New York State Defenders Association, Inc. for PDCMS Pro Software for the term to begin after software is installed and live, and continues for the term of 12 months with annual automatic renewals, unless given 60 days prior written notice, at a cost not to exceed $17,720.00 for the first year, subject to review of the County Attorney as to form and content, and be it further

Resolved, That the 2026 County Budget is hereby amended as follows:

Increase

Revenue		
0117000 93026	State Aid ILS	$53,403.30
Expense		
01117000 02101	Computer Equipment	$25,810.00
01117000 04118	Computer Hardware	9,123.30
01117000 04120	Computer Subscriptions	17,720.00
01117000 04115	Telephone	750.00

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