

Office of the County Administrator
Historic Courthouse
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Ryan Piche
County Administrator

Dylan Soper
Deputy County Administrator



DATE: August 7, 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, August 12, 2026 at 4:00 p.m.*** at the **Watertown International Airport Business Center** in the Conference Room, 22564 Airport Drive, Dexter, NY, just prior to the Greater Watertown-North Country Chamber of Commerce Business After Hours event, which is taking place on Wednesday, August 12, 2026, at 5:00 p.m. in the Watertown International Airport Terminal. Due to technical limitations, this meeting will not be broadcast.

Following is a list of agenda items for the meeting:

Presentation:

Welcome and Airport Update - Grant Sussey, Director of Aviation

GIS Update - Alexander Marchenkoff, Director of Real Property
Hannah Burns, GIS Coordinator

Resolutions:

1. Accepting Donations on Behalf of the Watertown International Airport and Amending the 2026 County Budget in Relation Thereto
2. Authorizing an Agreement with the New York State Division of Homeland Security and Emergency Services in Relation to a Public Safety Answering Point Operations Grant for New York State Fiscal Years 2025 and 2026
3. Amending the 2026 County Budget and Capital Plan Relative to Highway Department Equipment
4. Establishing Time and Place for a Public Hearing on the 2026 Inclusions of Viable Agricultural Land in New York State Certified Agricultural Districts
5. Authorizing an Intermunicipal Agreement to Provide Grant Administration Services for the New York State Department of State Local Waterfront Revitalization Program (LWRP) Grant for the Town of Henderson

6. Authorizing Jefferson County to be Lead Agency Under the State Environmental Quality Review Act for the Purpose of the 2026 Jefferson County Phase 1 Snowmobile Trail Updates and Making a Determination of Non-Significance
7. Adopting the Development Authority of the North Country 2026-2035 Local Solid Waste Management Plan
8. Authorizing an Agreement with the New York State Governor's Traffic Safety Committee Police Traffic Services Program Grant Award Relative to the Sheriff's Office and Amending the 2026 County Budget in Relation Thereto

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. _____

Accepting Donations on Behalf of the Watertown International Airport and Amending the 2026
County Budget in Relation Thereto

By Legislator: _____

Whereas, Jefferson County received cash donations from Bette & Cring Construction Group, Samaritan Health, World Fuel Services Inc., Hyde-Stone Mechanical Contractors, BCA Architects & Engineers, Baseline King Corporation, Hi-Lite Airfield Services, Jefferson County Economic Development, McFarland Johnson, Rifenburg Construction, and Berven Industries (dba New Deal Deicing) to support the Greater Watertown Chamber of Commerce Business After Hours event at the Watertown International Airport to be held on August 12, 2026, and

Whereas, The County also received non-cash donations for in-kind services from 1000 Islands Air Tours and Black River Aviation LLC at a value of \$1,800, and

Whereas, The Board of Legislators desires to recognize said cash donations, amounting to \$11,400, and

Whereas, The 2026 County Budget must be amended to recognize additional sponsorships in the amount of \$4,400, which exceeded the amount previously budgeted for the purposes of Business After Hours.

Now, Therefore, Be It Resolved, That pursuant to County Law Section 215 (3), The Board of Legislators gratefully accepts said donations valued at a grand total of \$13,200, and be it further

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

Increase:

Revenue		
01561000 92705	Gifts and Donations	\$ 4,400
Expenditure		
01561000 04515	Professional Food Expense	\$ 1,500
01561000 04416	Professional Fees	1,200
01561000 04585	Operating Supplies	1,700

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 New York State Division of Homeland Security and Emergency Services in Relation to a Public Safety Answering Point Operations Grant for New York State Fiscal Years 2025 and 2026

By Legislator: _____

Whereas, The New York State Division of Homeland Security and Emergency Services (DHSES) has awarded Jefferson County \$362,514 under the Combined SFY 2025 & SFY 2026 Public Safety Answering Point (PSAP) Operations Grant Program for the period of January 1, 2026 through December 31, 2028, and

Whereas, The County must enter into an agreement with New York State DHSES to receive the grant funds to be utilized for the sustainment of the Jefferson County PSAP (911 Call Center), and

Whereas, DHSES processes grant through an electronic format, and

Whereas, Said grant revenue and applicable expenditures are contained in the 2026 County Budget.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized and directed to execute said agreement for the period of January 1, 2026, through December 31, 2028, in the amount of \$362,514 with the New York State Division of Homeland Security and Emergency Services, subject to approval by 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 Public Safety Answering Point Operations Grant Program, within available appropriations, per Purchasing Policy 4.01 - Policy, Control and Quotations.

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 Highway Department
Equipment

By Legislator: _____

Whereas, By Resolution No. 289 of 2025, Jefferson County allocated funds in the Six-Year Capital Plan to purchase a dump truck equipped with a plow, and

Whereas, Resolution Nos. 195 of 2023 and 55 of 2026, authorized agreements with Towns and Villages for the purpose of road and bridge maintenance services; construction and reconstruction of roads; and sanding, snow and ice removal, and

Whereas, The County recently entered such Shared Service Agreement with the Town of Champion, eliminating the need for the plow accessory on a new vehicle, and

Whereas, In a shift of operational needs, Jefferson County Highway Department purchased a dump truck without the plow accessory, resulting in unspent budgeted funds, and

Whereas, Reallocating unspent funds to purchase two (2) snow pushers will significantly enhance the Department's ability to manage parking lot operations while reducing wear and tear on county fleet vehicles.

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

Decrease:

Expenditure		
10513000 02404	Dump Truck Replacement	\$55,000

Increase:

Expenditure		
10513000 02460	Snow Removal Equipment	\$55,000

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. _____

Establishing Time and Place for a Public Hearing on the 2026 Inclusions of Viable Agricultural
Land in New York State Certified Agricultural Districts

By Legislator: _____

Whereas, New York State Agriculture and Markets Law Article 25AA, Section 303-b requires that Counties 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, June 1 through June 30, for landowners to submit proposals to include viable agricultural land within an existing agricultural district before the district's established review period, and

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

Whereas, The recommendation of the Agricultural and Farmland Protection Board concerning the inclusion proposals has been submitted to the Clerk of the Board.

Now, Therefore, Be It Resolved, That a Public Hearing be conducted by the Board of Legislators concerning the inclusion of viable agricultural land in certified Agricultural Districts before the Districts' established review periods, to be held in the Jefferson County Board of Legislator's Chambers, 2nd floor, Historic Courthouse, at 195 Arsenal Street, Watertown, New York on Tuesday, October 6, 2026, at 6:00 p.m. and be it further

Resolved, That a notice of such public hearing shall be given in accordance with law.

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 Intermunicipal Agreement to Provide Grant Administration Services for the New York State Department of State Local Waterfront Revitalization Program (LWRP) Grant for the Town of Henderson

By Legislator: _____

Whereas, The Jefferson County Planning & Community Development Department seeks to enter into an Intermunicipal Agreement with the Town of Henderson to become the Grant Administrator of the Town of Henderson's Local Waterfront Revitalization Program LWRP Project, and

Whereas, The grant award is administered by the Department of State to provide funding to develop a local waterfront revitalization plan for the Town of Henderson which allows the town to pay up to 15% of the project award towards grant administration, and

Whereas, The project award was \$101,250 with the estimated grant duration to be June 1, 2026, through May 31, 2031.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators hereby authorizes an Intermunicipal Agreement with the Town of Henderson to become for grant administration to include the development of a local waterfront revitalization plan for the Town at a cost not to exceed \$15,000 funded by the LWRP grant program, for a term of June 1, 2026, through May 31, 2031, subject to approval by the County Attorney as to form and content.

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 Jefferson County to be Lead Agency Under the State Environmental Quality Review Act for the Purpose of the 2026 Jefferson County Phase 1 Snowmobile Trail Updates and Making a Determination of Non-Significance

By Legislator: _____

Whereas, Article 27 of New York State Parks, Recreation and Historic Preservation Law establishes a mechanism for allocating funds to local governmental sponsors for the development and maintenance of snowmobile trails designated as part of the State Snowmobile Trail System, and

Whereas, The proposed trail updates include digital GPS updates, seven minor trail reroutes, with a new Snug Harbor segment, and

Whereas, Pursuant to criteria contained in 6NYCRR, Section 617.7 for State Environmental Quality Review (SEQR), Jefferson County finds that there will be no significant adverse environmental impact resulting from the digital update, minor reroutes, or minor addition to the snowmobile trails through Jefferson County, and

Whereas, By Resolution No. 60 of 2026, Jefferson County established an annual budget for funds awarded from New York State Parks, Recreation and Historic Preservation for maintenance services to be performed by each snowmobile club pursuant to an annual agreement governed by New York State Parks, Recreation and Historic Preservation program requirements, and

Whereas, It is the County's intent to support the development and maintenance of snowmobile trails as an important economic and recreational resource for Jefferson County, and

Whereas, A Short 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, which has determined that this is an unlisted action, therefore will not have any adverse environmental impacts, and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute said Environmental Assessment Form with said Determination of Significance, then forward the same to all involved agencies.

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. _____

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)

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

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Authorizing an Agreement with the New York State Governor's Traffic Safety Committee Police Traffic Services Program Grant Award Relative to the Sheriff's Office and Amending the 2026 County Budget in Relation Thereto

By Legislator: _____

Whereas, The Jefferson County Sheriff's Office has been awarded a New York State Governor's Traffic Safety Committee Police Traffic Services (PTS) Program Fiscal Year 2026 Grant in the amount of \$7,904, and

Whereas, The PTS program goal is to increase seat belt usage and reduce dangerous driving behaviors to reduce serious injury and death from traffic crashes, and

Whereas, Said grant will be used for Sheriff's overtime costs.

Now, Therefore, Be It Resolved, That Jefferson County hereby accepts said grant award for Fiscal Year 2026 in the amount of \$7,904, and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute any and all documents as may be required to fulfill the requirements of this grant award on behalf of Jefferson County, subject to 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 New York State Governor's Traffic Safety Committee relative to the Police Traffic Services Program Grant, within available appropriations, per Purchasing Policy 4.01 – Policy, Control and Quotations, and be it further

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

Increase:

Revenue		
01311000 94389	Federal Aid Criminal Justice	\$7,904

Expenditures		
01311000 01300	Overtime	\$7,904

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
