

Office of the County Administrator
Historic Courthouse
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Watertown, New York 13601-2567
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Ryan Piche
County Administrator

Dylan Soper
Deputy County Administrator



August 27, 2026

To: Honorable Members of the Board of Legislators

This shall serve as notice that the Regular Session of the Jefferson County Board of Legislators for the month of September will be convened on ***Tuesday, September 1, 2026 at 6:00 p.m.*** in the Board of Legislators Chambers, Historic Courthouse, 195 Arsenal Street, Watertown, NY.

If you need additional information related to any of the Board Session agenda items, please feel free to give me a call.

The agenda for the Session is as follows:

ROLL CALL OF MEMBERS

PUBLIC HEARING **Local Law Intro No. 2 of 2026** – A Local Law Amending the Management Compensation Plan for 2026

PRIVILEGE OF THE FLOOR

READING OF MINUTES OF LAST SESSION, IF REQUESTED

PRESENTATION OF PETITIONS, NOTICES AND COMMUNICATIONS

REPORTS OF STANDING COMMITTEES

Report of the Finance & Rules Committee on Financial Resolutions

REPORTS OF COUNTY OFFICERS AND OTHERS

Report of the County Treasurer on Investments and Cash in Banks
Report of the County Administrator on Budget Transfers

LOCAL LAWS, RESOLUTIONS AND MOTIONS

1. Local Law Intro No. 2 of 2026 A Local Law Amending the Management Compensation Plan for 2026 (take off table, debate and adopt)
2. Local Law Intro No. 3 of 2026 A Local Law Amending Local Law No. 2 of 1968 Providing That the Members of the Board Shall Meet to

Organize and Select a Chairman in Each Odd Numbered
Year (debate, lay on table)

3. Resolution No. 232 Setting the Time and Place for a Public Hearing on Local Law Intro Number 3 of 2026
4. Resolution No. 233 Authorizing an Agreement with Quantify Consulting LLC for FOIL Request Manager Build and Optional Migration Management and Amending the 2026 County Budget
5. Resolution No. 234 Authorizing an Agreement with the New York State Office of Information Technology Services and the New York State Division of Homeland Security and Emergency Services in Relation to Combined FY2022 and FY2023 Cybersecurity Grant Multi-Factor Authentication Tokens
6. Resolution No. 235 Authorizing Agreement with MedBill Management, LLC. for Dependent Eligibility Audit Services
7. Resolution No. 236 Reappointing Member to Jefferson Community College Board of Trustees
8. Resolution No. 237 Authorizing an Agreement with Systems East, Inc for Total Collection Solution Web Support and Maintenance
9. Resolution No. 238 Approving Appointments to the Sports Fishery Advisory Board
10. Resolution No. 239
 (Roll Call Vote) Authorizing Amended Agreements with the New York State Department of Transportation and Federal Aviation Administration in Relation to the Watertown International Airport Terminal Gateway Project and Amending the 2026 County Budget and Capital Plan in Relation Thereto
11. Resolution No. 240 Establishing Time and Place for Public Hearing Related to the 2026 Community Development Block Grant Process
12. Resolution No. 241
 (Roll Call Vote) Accepting Donations on Behalf of the Watertown International Airport and Amending the 2026 County Budget in Relation Thereto
13. Resolution No. 242 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

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| 14. Resolution No. 243
(Roll Call Vote) | Amending the 2026 County Budget and Capital Plan Relative to Highway Department Equipment |
| 15. Resolution No. 244 | Establishing Time and Place for a Public Hearing on the 2026 Inclusions of Viable Agricultural Land in New York State Certified Agricultural Districts |
| 16. Resolution No. 245 | 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 |
| 17. Resolution No. 246 | 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 |
| 18. Resolution No. 247
(Roll Call Vote) | 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 |
| 19. Resolution No. 248 | Authorizing Agreement with TipCo Automated Systems, LLC for Implementation of EVA AI-Powered Caseworker Assistant for the Office for the Aging and Amending 2026 County Budget |
| 20. Resolution No. 249
(Roll Call Vote) | Amending the 2026 County Budget to Allocate Additional State Aid for Community Services Programs |
| 21. Resolution No. 250 | Authorizing a Letter of Support for the Community Action Planning Council of Jefferson County Proposed Head Start Change in Scope (This resolution was added to the agenda with the approval of Chairman Johnson. It has not been through a jurisdictional committee and will require a waiver of the Standing Rules) |

Sincerely,



Ryan Piche
Clerk of the Board

RP:jdj
Encs.

County of Jefferson

Local Law Intro Number 2 of 2026

A Local Law Amending the Management Compensation Plan for 2026

By Legislator: Philip N. Reed, Sr.

Be It Enacted by the County Legislature of the County of Jefferson as follows:

Whereas, As part of the Administrative Policies and Procedures Section 3.02 governing Management and Management Confidential employees adopted by Resolution No. 18 of 1989, as amended, the Jefferson County Board of Supervisors approved a compensation plan which provides for compensation to be paid in accordance with a schedule of grades and steps, and

Whereas, The Board of Legislators desires to amend the Management and Management Confidential Compensation Plan for Jefferson County as adopted under Local Law No. 1 of 2026 to provide for upward Grade adjustments to Sheriff's Department and Fire & EMS Department Management Titles in the administrative salary schedule, and to provide monetary adjustments for such Titles in accordance with such schedule.

Section 1. The Board of Legislators adopts the Grade adjustments to Sheriff's Department and Fire & EMS Department Management Titles to be included in the administrative salary schedule as set forth below. Said schedule to be effective August 3, 2026.

<u>Title</u>	<u>Grade</u>
Sheriff	Grade 2
Undersheriff	Grade 4
Deputy Sheriff Lieutenant	Grade 5
Correction Lieutenant	Grade 5
Correction 2nd Lieutenant	Grade 6
Fire & EMS Director	Grade 4
Deputy Fire & EMS Director	Grade 6
911 Manager	Grade 8

Section 2: With the exception of the Grade adjustments to Sheriff's Department and Fire & EMS Department Management Titles adopted by this local law, the remainder of the Management and Management Confidential Compensation Plan for Jefferson County as adopted under Local Law No. 1 of 2026 shall remain in full force and effect.

Section 3: Upon its effective date, the Grade adjustments to Sheriff's Department and Fire & EMS Department Management Titles as set forth herein shall continue in effect unless or until amended, repealed or replaced.

- Section 4: This local law is adopted subject to a permissive referendum as to the change in the salary of an elected or appointed officer effective during their term of office and the Clerk of the Board is directed to publish notice of the same as required by law.
- Section 5: All local laws and resolutions of the Board of Legislators of Jefferson County, to the extent that the same are inconsistent with this local law, are hereby superseded by this local law.
- Section 6: If any clause, sentence, paragraph, subdivision, section, or part of this law or the application thereof to any person, individual, corporation, firm, partnership, entity, or circumstance shall be adjudged by a court of competent jurisdiction to be invalid or unconstitutional, such order or judgment shall not affect, impair or invalidate the remainder thereof, but shall be confined to its operation to the clause, sentence, paragraph, subdivision, section or part of this law, or in its application to the person, individual, corporation, firm, partnership, entity, or circumstance directly involved in the controversy in which such order or judgment shall be rendered.
- Section 7: This local law shall become effective in accordance with the provisions of the Municipal Home Rule Law of the State of New York.

Seconded by Legislator: Robert W. Cantwell, III

County of Jefferson

Local Law Intro Number 3 of 2026

A Local Law Amending Local Law No. 2 of 1968 Providing That the Members of the Board Shall Meet To Organize and Select a Chairman in Each Odd Numbered Year

By Legislator: Steel E. Potter

Whereas, Local Law No. 2 of 1968 provided that pursuant to Section 151, subdivision 1 of the County Law, the members of the Board shall meet to organize and select a Chairman on or before the 8th day of January in each even numbered year, and

Whereas, Section 400 of the County Law has since been amended to include a new subdivision 8, and which amendment went into effect on January 1, 2025, and specifically provides that notwithstanding any general, special or local law, charter, code, ordinance, resolution, rule or regulation to the contrary, all elections for any position of a county elected official, with certain exceptions that do not apply to county legislators, are to occur in even numbered years, and

Whereas, The amendment to County Law section 400 has rendered the selection of a Chairman in even numbered years under Local Law No. 2 of 1968 impracticable due to the change in the timing of elections of county legislators and therefore requires said Local Law to be amended so as to instead permit the selection of a Chairman in odd numbered years.

Now, Therefore, Be It Enacted by the Jefferson County Board of Legislators as follows:

Section 1. Local Law No. 2 of 1968 is hereby amended to read as follows:

It is hereby provided, that pursuant to Section 151, subdivision 1 of the County Law the members of the Board shall meet to organize and select a Chairman on or before the 8th day of January [1969] 2027; and that thereafter they shall meet to organize and select a Chairman on or before the 8th day of January in each [even] odd numbered year.

Section 2: All local laws and resolutions of the Board of Legislators of Jefferson County, to the extent that the same are inconsistent with this local law, are hereby superseded by this local law.

Section 3. This Local Law shall take effect immediately upon filing with the Office of the Secretary of State as provided in Section 27 of the Municipal Home Rule Law.

Seconded by Legislator: Frances A. Calarco

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. 232

Setting a Time and Place for Public Hearing on Local Law Intro Number 3 of 2026

By Legislator: Daniel R. McBride

Resolved, That the Board of Legislators shall hold a public hearing on October 6, 2026, at 6:00 p.m. in the Board of Legislators Chambers, 195 Arsenal Street, Watertown, NY to hear public comment on Local Law Intro No. 3 of 2026 "A Local Law Amending Local Law No. 2 of 1968 Providing That the Members of the Board Shall Meet To Organize and Select a Chairman in Each Odd Numbered Year", and be it further

Resolved, That the Clerk of the Board of Legislators shall give notice of said public hearing as required by law.

Seconded by Legislator: Steel E. Potter

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. 232 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 1st day of September, 2026 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. 233

Authorizing an Agreement with Quantify Consulting LLC for FOIL Request Manager Build and Optional Migration Management and Amending the 2026 County Budget

By Legislator: Steel E. Potter

Whereas, Jefferson County processes approximately 500 Freedom of Information Law (FOIL) requests a year, with the intake, routing, and release processes currently managed by one FOIL Records Officer without a shared system of record or automated deadline tracking, and

Whereas, Counties are experiencing increased FOIL requests each year, and

Whereas, Resolution No. 142 of 2026 authorized an agreement with Quantify Consulting for data analytics and services for phase one of FOIL Process and Financial Reporting Automation, and

Whereas, The engagement with Quantify Consulting was completed in July 2026 and documented the need for a cross-departmental process to manage FOIL requests and ensure statutory deadlines are met, and

Whereas, A custom FOIL Request Manager will benefit Jefferson County by consolidating the five existing intake channels into one system of record, automatically calculating the 5-business-day acknowledgment and 20-business-day response clocks, routing requests through legal gates, and escalating at-risk requests to department contacts, and

Whereas, Quantify Consulting LLC has submitted a Statement of Work to design and build the system, which also includes an optional add-on for management of a migration to records management software.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute an agreement with Quantify Consulting LLC for the FOIL request manager build and optional migration management in an amount not to exceed \$21,000, for a term to end no later than twelve weeks from contract execution, subject to 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:

Decrease:

Expenditure		
01199000 04963	Contingent Account	\$21,000

Increase:

Expenditure		
01104000 04416	Professional Fees	\$21,000

Seconded by Legislator: Daniel R. McBride

State of New York)
County of Jefferson) ss.:

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. 233 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 1st day of September, 2026 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. 234

Authorizing an Agreement with the New York State Office of Information Technology Services and the New York State Division of Homeland Security and Emergency Services in Relation to Combined FY2022 and FY2023 Cybersecurity Grant Multi-Factor Authentication Tokens

By Legislator: Steel E. Potter

Whereas, New York State Office of Information Technology Services (ITS) and the New York State Division of Homeland Security and Emergency Services (DHSES) have selected Jefferson County as a recipient of multi-factor authentication tokens as a shared service as part of the combined FY2022 and FY2023 Cybersecurity Grant, at no cost to the County, and

Whereas, The purpose of said shared service is to be used for increasing Jefferson County's cybersecurity posture, and

Whereas, Said shared service requires an agreement with ITS and DHSES.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized to sign an Agreement with ITS and DHSES, including any documents as necessary, in relation to combined FY2022 and FY2023 cybersecurity grant multi-factor authentication tokens, beginning on the execution of the Agreement through November 30, 2027, with 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 ITS and DHSES relative to the cybersecurity grant multi-factor authentication tokens, per Purchasing Policy 4.01 – Policy, Control and Quotations.

Seconded by Legislator: Frances A. Calarco

State of New York)
County of Jefferson) ss.:

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. 234 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 1st day of September, 2026 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. 235

Authorizing Agreement with MedBill Management, LLC. for Dependent Eligibility Audit Services

By Legislator: Daniel R. McBride

Whereas, Jefferson County holds a fiduciary responsibility to diligently manage health plan assets, control healthcare expenditures, and ensure the long-term financial sustainability of the employee benefits program, and

Whereas, Industry benchmarks consistently indicate that a notable percentage of dependents enrolled in employer-sponsored health plans fail to meet eligibility requirements due to unreported life events such as divorce, age limits, or access to alternative coverage, and

Whereas, Jefferson County issued an RFP seeking a professional firm to complete a dependent eligibility audit for members of the Jefferson County health insurance plan, and

Whereas, Following review of proposals submitted, finalist presentations and reference checks, it is recommended that Jefferson County enter into an agreement with MedBill Management LLC for dependent eligibility audit services, and

Whereas, The cost to complete the audit is estimated to be \$21,100, which could vary slightly depending upon the number of enrollees with family insurance coverage at the time of the audit.

Now, Therefore, Be It Resolved, That the Chairman of the Board is hereby authorized to execute an agreement with MedBill Management, LLC. For dependent eligibility audit services for an amount not to exceed \$25,000, for a term to end no later than six months from the date of contract execution, subject to the approval of the County Attorney as to form and content.

Seconded by Legislator: Frances A. Calarco

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. 235 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 1st day of September, 2026 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. 236

Reappointing Member to Jefferson Community College Board of Trustees

By Legislator: Frances A. Calarco

Resolved, That, pursuant to Section 6306 of the Education Law, the following individual is hereby reappointed to the Jefferson Community College Board of Trustees for a term as indicated.

Name
Cindy Intschert

Term
7/1/2026 – 6/30/2033

Seconded by Legislator: Steel E. Potter

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. 236 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 1st day of September, 2026 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. 237

Authorizing an Agreement with Systems East, Inc for Total Collection Solution
Web Support and Maintenance

By Legislator: Daniel R. McBride

Whereas, Pursuant to Resolution 200 of 2016, The Board of Legislators authorized the purchase of Total Collection Solution software from Systems East, Inc. for use in the County Treasurer's Office as a real property tax collection and receivable accounting system, and

Whereas, Said software requires annual maintenance and support through its publisher and original vendor, and

Whereas, Systems East, Inc. quoted an annual fixed fee for the period January 1, 2027 through December 31, 2027 of \$39,349.00, and said funds will be contained in the 2027 County Budget.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute an agreement with Systems East, Inc. for annual maintenance and support for an amount not to exceed \$39,349, for the period January 1, 2027 through December 31, 2027, subject to the approval of the County Attorney as to form and content.

Seconded by Legislator: Steel E. Potter

State of New York)
County of Jefferson) ss.:

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. 237 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 1st day of September, 2026 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. 238

Approving Appointments to the Sports Fishery Advisory Board

By Legislator: Frances A. Calarco

Resolved, That, pursuant to Section 235 of the County Law and Resolution No. 87 of 2008, the following individuals are hereby appointed by the Chairman of this Board to the Sports Fishery Advisory Board for terms to expire December 31, 2027:

New Appointments

Ethan Forbes St. Lawrence River

Seconded by Legislator: Daniel R. McBride

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. 238 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 1st day of September, 2026 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. 239

Authorizing Amended Agreements with the New York State Department of Transportation and Federal Aviation Administration in Relation to the Watertown International Airport Terminal Gateway Project and Amending the 2026 County Budget and Capital Plan in Relation Thereto

By Legislator: Frances A. Calarco

Whereas, By Resolution Nos. 351 of 2022, 263 of 2023, 240 of 2025, and 48 of 2026, The Board of Legislators authorized agreements with New York State Department of Transportation (NYSDOT) and the Federal Aviation Administration (FAA) for grants related to the terminal construction project, and

Whereas, Additional grant funding is available and the actual grant received in Fiscal Year 2026 from the FAA was more than anticipated, and

Whereas, A budget amendment is required for the capital project and to accept the grant from the FAA and the subsequent NYSDOT Matching Grant, and

Whereas, The grant funding from the FAA's Infrastructure Investment & Jobs Act (IIJA) Airport Infrastructure Grant (AIG) program amounted to \$1,530,529, which is \$55,725 greater than previously anticipated, and

Whereas, The NYSDOT Matching Grant amount is anticipated up to \$40,278, which is \$1,468 greater than previously anticipated.

Now, Therefore, Be It Resolved, That Jefferson County enter into an agreement with FAA to accept said grant funds in the amount of \$1,530,529, and be it further

Resolved, That Jefferson County enter into an agreement with NYSDOT to accept said grant funds of up to \$40,278, and be it further

Resolved, That the Chairman of the Board is hereby authorized to execute said agreements, including any change orders as recommended by the Director of Aviation and County Administrator, not to exceed the funding available, 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

20900600 93589	Airport State Aid - DOT	\$ 1,468
20900600 94589	Federal Aid Airport Capital Project	55,725

Expenditure

20561000 02088 Airport Terminal

\$57,193

and be it further

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

Seconded by Legislator: Steel E. Potter

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. 239 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 1st day of September, 2026 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. 240

Establishing Time and Place for Public Hearing Related to the 2026 Community Development
Block Grant Process

By Legislator: Daniel R. McBride

Whereas, Jefferson County is in the process of evaluating grant opportunities in anticipation of a 2026 Community Development Block Grant (CDBG) Program administered by the New York State Office of Community Renewal, and

Whereas, The CDBG application process requires applicants to hold a public hearing to obtain the views of the general public on community development needs.

Now, Therefore, Be It Resolved, Pursuant to Section 104(A)(2) of the Federal Housing and Community Development Act, as amended, a CDBG public hearing shall be held on Tuesday, September 22, 2026, at 6:00 p.m. in the Board Chambers, Historic Courthouse, 195 Arsenal Street, 2nd Floor, Watertown, NY, and be it further

Resolved, Notice of such public hearing shall be given in accordance with law, and be it further

Resolved, The Chairman of the Board is hereby authorized to execute all necessary CDBG application documents, and the Department of Planning is hereby authorized as the County's agent to act in connection with the submission of any authorized application and to provide any supplemental information that may be required by the New York State Office of Community Renewal.

Seconded by Legislator: Steel E. Potter

State of New York)
County of Jefferson) ss.:

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. 240 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 1st day of September, 2026 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. 241

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

By Legislator: Philip N. Reed, Sr.

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: Christopher S. Boulio

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. 241 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 1st day of September, 2026 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. 242

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: Steel E. Potter

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: Corey Y. Grant

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. 242 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 1st day of September, 2026 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. 243

Amending the 2026 County Budget and Capital Plan Relative to Highway Department
Equipment

By Legislator: Robert D. Ferris

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: Christopher S. Boulio

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. 243 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 1st day of September, 2026 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. 244

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: Philip N. Reed, Sr.

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: Daniel R. McBride

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. 244 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 1st day of September, 2026 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. 245

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: Robert D. Ferris

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: Steel E. Potter

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. 245 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 1st day of September, 2026 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. 246

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: Steel E. Potter

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: Corey Y Grant

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. 246 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 1st day of September, 2026 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. 247

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: Robert D. Ferris

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: Steel E. Potter

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. 247 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 1st day of September, 2026 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. 248

Authorizing Agreement with TipCo Automated Systems, LLC for Implementation of EVA AI-Powered
Caseworker Assistant for the Office for the Aging and Amending 2026 County Budget

By Legislator: Tina M. Bartlett-Bearup

Whereas, Jefferson County Office for the Aging continually seeks solutions to optimize workforce efficiency, automate routine administrative inquiries, and ensure compliance with state and federal timeliness standards, and

Whereas, TipCo Automated Systems, LLC submitted a proposal to implement EVA, an AI-powered caseworker assistant featuring EVA Phone and Dashboard components, specifically designed for the Home Delivered Meals & Nutrition Program and the Expanded In-Home Services for the Elderly, and

Whereas, Resolution No. 178 of 2024 authorized an agreement for the use of the EVA AI-powered Virtual Assistant for the Department of Social Services, which in the most recent month answered 3,431 calls for a total call duration of 70 hours and 7 minutes, calls that would have otherwise required personnel resources, and

Whereas, The implementation of the EVA system will streamline operations by helping process an incoming calls and form-related calls, thereby deflecting routine inquiries and allowing staff to focus resources on complex cases and direct client care, and

Whereas, TipCo Automated Systems, LLC has provided a Year 1 discounted price structure totaling \$36,014, which waives the standard \$15,000 setup fee and reduces annual SaaS pricing.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute an agreement with TipCo Automated Systems, LLC for the implementation and licensing of the EVA AI-powered caseworker assistant for the Jefferson County Office for the Aging in an amount not to exceed \$36,014, for a term of one-year from the date of execution, subject to 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:

Expenditure

01677200 04120	Computer Subscriptions	\$36,014
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Decrease:

01677200 04414	Supporting Services-Internal	\$36,014
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Seconded by Legislator: Frances A. Calarco

State of New York)
County of Jefferson) ss.:

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. 248 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 1st day of September, 2026 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. 249

Amending the 2026 County Budget to Allocate Additional State Aid
for Community Services Programs

By Legislator: Christopher S. Boulio

Whereas, The New York State Office of Addiction Services and Supports has approved an additional State Aid allocation for a 2.7% targeted inflationary increase effective, April 1, 2026 through December 31, 2026, and

Whereas, This funding provides vital support for local addiction and substance abuse community programs, enabling contracted service providers to maintain essential operations and manage rising operational costs, and

Whereas, Adjusting the 2026 County Budget ensures the accurate accounting and pass-through of state aid to the appropriate departmental revenue and expenditure accounts.

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

Increase:

Revenue

01311000 91292	Interdepartmental Service	\$ 4,096
01431000 93484	State Aid – Alcohol & Substance Abuse	58,360

Expenditure:

01315000 04413	Medical Fees	\$ 4,096
01432000 04414	Supporting Services – Internal	4,096
01432000 04702	Thrive – formerly Credo	28,965
01432000 04703	Substance Abuse Council/PIVOT	25,299

Seconded by Legislator: Karen J. Freeman

State of New York)
County of Jefferson) ss.:

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. 249 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 1st day of September, 2026 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. 250

Authorizing a Letter of Support for the Community Action Planning Council of Jefferson County
Proposed Head Start Change in Scope

By Legislator: _____

Whereas, The Community Action Planning Council of Jefferson County, Inc. (CAPC) is seeking a Change in Scope for the Head Start program to better align services and federal resources with the current needs of children and families in Jefferson County, and

Whereas, CAPC proposes reducing the number of children assigned to each Head Start classroom to 14 to strengthen the quality and intensity of individualized services provided, which is beneficial due to a significant increase in the number of students with Individualized Education Programs from 22% in 2021-2022 to 35% in 2025-2026, and

Whereas, Smaller classroom sizes will provide teaching staff with increased capacity to address individual developmental, behavioral, social-emotional, and educational needs while strengthening collaboration with families and service providers, which improves student outcomes and promotes school-readiness, and

Whereas, The County acknowledges that the change in scope would reduce CAPC's available slots by 23%, that the budget of \$3,359,276 would remain the same, and that per-slot spending would increase from \$12,216 to \$15,846, and

Whereas, As part of the Office of Head Start Change in Scope process, letters of support from community stakeholders and elected officials are required to demonstrate community support for the proposed changes.

Now, Therefore, Be It Resolved, That the Jefferson County Board of Legislators hereby supports the Community Action Planning Council of Jefferson County, Inc. proposed Head Start Change in Scope to provide more intensive and individualized services to enrolled children and families and align services with community needs, and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized and directed to sign such letter of support on behalf of the Jefferson County Board of Legislators to be submitted to the Office of Head Start.

Seconded by Legislator: _____

State of New York)
County of Jefferson) ss.:

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. 250 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 1st day of September, 2026 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
