

St. Lawrence County  
**BOARD OF LEGISLATORS**  
48 Court Street, Court House  
Canton, New York 13617-1169  
(315) 379-2276  
FAX (315) 379-2463

**RUTH A. DOYLE**  
County Administrator

**WILLIAM J. SHERIDAN**  
Chair, Board of Legislators

**FINANCE COMMITTEE AGENDA**  
**KEVIN ACRES, CHAIR**  
**MONDAY, DECEMBER 20, 2021**  
**\*\*\*BOARD ROOM AND LIVE VIA YOUTUBE \*\*\***  
**\*\*\*5:30 P.M. \*\*\***

**\*\*PURSUANT TO THE STATE OF EMERGENCY EXECUTIVE ORDER 11, IN EFFECT UNTIL JANUARY 15, 2022, SUSPENSION OF LAW ALLOWING THE ATTENDANCE OF MEETINGS TELEPHONICALLY OR OTHER SIMILAR SERVICE\*\***

- 1. CALL TO ORDER AND APPROVAL OF AGENDA**
- 2. APPROVAL OF MINUTES – November 22**
- 3. HIGHWAY – DON CHAMBERS**
  - A. Modifying the 2021 Budget for the Department of Highways for Equipment Repair & Maintenance, Fuel, and Materials (Res)
  - B. Use of County-Owned Machinery (Res)
  - C. Project Update (Discussion)
- 4. REAL PROPERTY – BRUCE GREEN**
  - A. Correcting and Refunding Erroneous Taxes (Res)
  - B. Summary of 2021 Correction of Errors (Discussion)
  - C. Modifying the 2021 Budget for Real Property for Equipment Repair & Maintenance (Res)
- 5. TREASURER – RENEE COLE**
  - A. Authorizing Blanket Bond in Lieu of Individual Sureties for County Officials and Employees (Res)
  - B. Authorizing Petty Cash Accounts and Departmental Cash Drawers (Res)
  - C. Bank Depositories and Investment of County Funds (Res)
- 6. LEGISLATOR KEVIN ACRES**
  - A. Encouraging the Public Health Department not to Issue Fines for Violations of the Department of Health Regulation 2.60 Mask Mandate (Res)
- 7. VACANCY REVIEW COMMITTEE – RUTH DOYLE**
  - A. Highway
    1. Abolish a Welder Position, and Create and Fill a Senior Motor Equipment Mechanic, Position No. 308300002

- B. Treasurer
  - 1. Create and fill a Payroll Clerk, Position No. 108800001

**8. COUNTY ADMINISTRATOR'S REPORT – RUTH DOYLE**

- A. Adoption of the Rules of Procedure (Res)
- B. Authorizing the Chair to Sign Contracts (Res)
- C. Amending Resolution No. 17-2021, "Newspaper Designation Rotation Schedule" (Res)
- D. Newspaper Designation (Res)
- E. Urging New York State to Complete and Settle the Enhanced Federal Medicaid Assistance Program (eFMAP) Reconciliation from Last Year and to Compensate St. Lawrence County According to Federal Requirements (Res)

**9. COMMITTEE REPORTS**

- A. Cornell Cooperative Extension Board (Denesha)
- B. Fish and Wildlife Management Board, Region 6 (Curran)
- C. Fisheries Advisory Board (Terminelli)
- D. Gouverneur Fair Board (Smithers)
- E. Highway/Solid Waste Committee (Smithers)
- F. Industrial Development Agency (Reagen)
- G. Recreational and Trails Advisory Board (Arquiett/Perkins)
- H. St. Lawrence River Valley Redevelopment Agency (RVRDA) (Forsythe)
- I. St. Lawrence County Chamber of Commerce (Haggard)
- J. Soil & Water Conservation District Board of Directors (Acres/Burke)

**10. OLD AND NEW BUSINESS**

- A. Modifying the 2021 Budget for the County Clerk's Office for a License Plate Cutter for the Department of Motor Vehicles (Res) *(Note: This resolution was tabled at the December Full Board Meeting and will need a motion to remove it from the table.)*
- B. Authorizing the Chair to Sign an Agreement with the Towns of Brasher, Norfolk, and Massena Related to a Public Service Law Article 10 Proceeding Recommending the Issuance of a Certificate of Environmental Compatibility and Public Need to Construct an Industrial Scale Solar Generating Facility (Res) *(Note: This resolution was tabled at the December Full Board Meeting and will need a motion to remove it from the table.)*
- C. Supporting Milfoil Reduction Efforts on Sylvia Lake in the Town of Fowler and Modifying the 2021 Budget for St. Lawrence County (Res) *(Note: This resolution was tabled at the September full Board Meeting and will need a motion to remove it from the table.)*

**\*\*\*Note:** *Please allow a few minutes for the electronic transition to executive session\*\*\**

## 11. EXECUTIVE SESSION

- A. Negotiations
- B. Litigation
- C. Personnel
- D. Appointments:

First Announcements:

### Appointment:

#### **St. Lawrence County Workforce Development Board (Term to expire: 12/31/2024)**

- Ben Dixon, 40 Woods Road, Canton 13617 (315) 854-2639 (C); (315) 386-4000 (W);  
Email: [Ben@SLCChamber.org](mailto:Ben@SLCChamber.org) (Replacing Don Hooper)

### Reappointments:

#### **St. Lawrence County Workforce Development Board**

- Dale Rice, SUNY Canton SBDC, Wicks Hall, Room 023, Canton 13617; (315) 222-6766 (H); (315) 386-7312 (W); Email: [riced@canton.edu](mailto:riced@canton.edu) (Term to expire: 12/31/2024)

#### **St. Lawrence County Soil & Water Conservation District Board of Directors**

- Patrick Smith, 34 Farmer Street, Canton 13617; Email: [1patrickLSmith6@gmail.com](mailto:1patrickLSmith6@gmail.com) (Term to expire 12/31/2024)

Second Announcements:

### Reappointments:

#### **St. Lawrence County Soil & Water Conservation District Board of Directors**

- Adam Cook, 49 Regan Road, Potsdam 13676; (315) 212-2569 (H) (W); Email: [adamcook06@yahoo.com](mailto:adamcook06@yahoo.com) (Term to expire: 12-31-2024)

#### **St. Lawrence County Trails Advisory Board**

- Roger M. Bennett, 30 Prospect Avenue, Massena 13662-1744; (315) 764-1441 (H); (315) 323-5063 (C); Email: [rogerben@twcnny.rr.com](mailto:rogerben@twcnny.rr.com) (Term to expire: 12-31-2024)

\*\*\*Note: Please allow a few minutes for the electronic transition to open session\*\*\*

## 12. ADJOURNMENT – If there is no further business.

\*\*\*Note: There will be corporate compliant and sexual assault training for all Legislators immediately following the Finance Committee Meeting.

January 3, 2022

Finance Committee: 12-20-2021

RESOLUTION NO. \_\_\_\_\_

**MODIFYING THE 2021 BUDGET FOR THE DEPARTMENT OF HIGHWAYS FOR  
EQUIPMENT REPAIR & MAINTENANCE, FUEL, AND MATERIALS**

By Mr. Acres, Chair, Finance Committee

**WHEREAS**, the Department of Highways budgets appropriation and revenue accounts to reflect current and projected operations, and

**WHEREAS**, the cost of fuel, parts for equipment repair and paving materials have increased throughout the year, and

**WHEREAS**, the Department requests to amend the budget to more closely reflect actual operations for 2021,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Treasurer to modify the 2021 Budget for the Department of Highways for equipment repair & maintenance, fuel, and materials, as follows:

**INCREASE APPROPRIATIONS:**

HR051304 42200	H RM I/D Equip Repair & Maintenance	\$70,000
HR051304 441FI	H RM Fuel Island	20,000
HM351104 454PM	H MR Paving Materials	56,000
HM351104 454ST	H MR Surface Treating	<u>11,000</u>
		\$157,000

**DECREASE APPROPRIATIONS:**

HM551104 454BS C1	Miscellaneous Bridge Supplies	\$4,000
HM551104 454BS B24	H B24 Miscellaneous Bridge Supplies	<u>25,000</u>
		\$29,000

**INCREASE REVENUE:**

HR026655 55000	H LR Sales of Equipment	\$70,000
HR027705 550GR	H LR Department Gasoline Reimbursement	20,000
HM026505 55000	H LR MR Sale of Scrap & Excess	15,000
HM026805 55000	H LR MR Insurance Recoveries	<u>23,000</u>
		\$128,000

January 3, 2022

Finance Committee: 12-20-2021

RESOLUTION NO. \_\_\_\_\_

**USE OF COUNTY-OWNED MACHINERY**

By Mr. Acres, Chair, Finance Committee

**WHEREAS**, the Superintendent of Highways recommends that the Board of Legislators permit the use of County-owned machinery, tools, equipment and personnel by any terms as provided for in Section 133-A of the Highway Law, when it is for the public interest,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators approves the use of any county-owned street or highway machinery, tools or equipment by New York State, any municipal corporation, political subdivision, district, district corporation or school district located within the State, when recommended by the County Superintendent of Highways.

January 3, 2022

Finance Committee: 12-20-2021

RESOLUTION NO. \_\_\_\_\_

**CORRECTING AND REFUNDING ERRONEOUS TAXES**

By Mr. Acres, Chair, Finance Committee

**WHEREAS**, Chapter 515 of the Laws of 1997 provides a local option for erroneously levied taxes in the amount of \$2,500 or less to be corrected or refunded upon application according to Section 554 and 556, respectively, of the Real Property Tax Law upon recommendation of the County Director of Real Property Tax Services and approval of the Treasurer of the County, and

**WHEREAS**, the County Treasurer and the Director of Real Property Tax Services recommend that this option be adopted in order to make these corrections and/or refunds to the taxpayer erroneously assessed in a more timely and efficient fashion,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes correcting and refunding erroneous taxes, and

**BE IT FURTHER RESOLVED** that the Board of Legislators adopt the provisions set forth in Chapter 515 of the Laws of 1997 allowing the County Treasurer to correct tax bills or issue a check for the refund where taxes have been paid upon the recommendation of the Director of Real Property Tax Services and the approval of the Treasurer for the calendar year 2022, and

**BE IT FURTHER RESOLVED** that on or before the 15th day of each month, the Real Property Director shall submit a report to the Board of Legislators of the corrections or refunds processed by the Treasurer during the preceding month indicating the name of each recipient, the location of the property and the amount of the correction or refund.

January 3, 2022

Finance Committee: 12-20-2021

RESOLUTION NO. \_\_\_\_\_

**MODIFYING THE 2021 BUDGET FOR REAL PROPERTY FOR  
EQUIPMENT REPAIR & MAINTENANCE**

By Mr. Acres, Chair, Finance Committee

**WHEREAS**, the Real Property Office has exceeded the budget in the Other Fees & Services and the Equipment Repair & Maintenance accounts for 2021, and

**WHEREAS**, there are remaining funds in other accounts in the Real Property office budget to cover these overages,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Treasurer to modify the 2021 Budget for Real Property for equipment repair & maintenance, as follows:

**DECREASE APPROPRIATIONS:**

R1013551 13000	R Technical	\$800
----------------	-------------	-------

**INCREASE APPROPRIATIONS:**

R1013554 43007	R Other Fees & Services	\$500
R1013554 42202	R Equipment Repair & Maintenance	<u>300</u>
		\$800

January 3, 2022

Finance Committee: 12-20-2021

RESOLUTION NO. \_\_\_\_\_

**AUTHORIZING BLANKET BOND IN LIEU OF INDIVIDUAL SURETIES  
FOR COUNTY OFFICIALS AND EMPLOYEES**

By Mr. Acres, Chair, Finance Committee

**WHEREAS**, official undertakings are required for certain public officials, and

**WHEREAS**, the surety on such undertakings may be a fidelity or surety corporation,  
and

**WHEREAS**, the reasonable expense of procuring such surety shall be a charge against the State or political subdivision or municipal corporation, respectively, in and which the official or employee is elected, and

**WHEREAS**, the County of St. Lawrence wishes to provide such a surety for its elected officials and employees as follows:

- A. \$200,000/loss coverage for the Sheriff, the District Attorney, and all other employees required to be bonded,
- B. \$200,000/loss coverage for the County Clerk,
- C. \$900,000/loss coverage for the Treasurer,
- D. \$5,000 deductible on all of the above,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Treasurer to obtain a blanket bond in lieu of individual sureties for County officials and employees, and

**BE IT FURTHER RESOLVED** the amount will not exceed \$9,000.



January 3, 2022

Finance Committee: 12-20-2021

RESOLUTION NO. \_\_\_\_\_

**AUTHORIZING PETTY CASH ACCOUNTS AND  
DEPARTMENTAL CASH DRAWERS**

By Mr. Acres, Chair, Finance Committee

**WHEREAS**, several County departments utilize petty cash accounts and/or cash drawers in their daily operations,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes petty cash accounts and departmental cash drawers, as follows:

<b>Petty Cash Accounts</b>		<b>Departmental Cash Drawers</b>	
Public Health	\$250	Sheriff Civil Department	\$100
Probation	\$400	Mental Health	\$100
Sheriff	\$1,500	Chemical Dependency, Ogdensburg	\$50
Social Services	\$1,700	Chemical Dependency, Canton	\$100
Highway	\$150	Treasurer	\$250
Community Services	\$250	<b>Treasurer, Ogdensburg</b>	<b>\$250</b>
		County Clerk	\$410
		County Clerk DMV, Canton	\$600
		County Clerk DMV, Massena	\$400
		County Clerk DMV, Ogdensburg	\$400
		County Clerk DMV, Gouverneur	\$300
		Real Property	\$100
		Solid Waste Transfer, Ogdensburg	\$450
		Solid Waste Transfer, Massena	\$450
		Solid Waste Transfer, Star Lake	\$450
		Solid Waste Transfer, Gouverneur	\$450
<b>Total</b>	<b>\$4,250</b>	<b>Total</b>	<b>\$4,860</b>

**BE IT FURTHER RESOLVED** that each Department will submit an annual reconciliation of each petty cash account and cash drawer to the Treasurer at the end of each year.

January 3, 2022

Finance Committee: 12-20-2021

RESOLUTION NO. \_\_\_\_\_

**BANK DEPOSITORIES AND INVESTMENT OF COUNTY FUNDS**

By Mr. Acres, Chair, Finance Committee

**NOW, THEREFORE, BE IT RESOLVED** that in accordance with County Law and General Municipal Law the following banks be and hereby are designated as depositories for County funds received by the County Treasurer with permitted maximum deposits at any one time listed below:

<u>Depository Name</u>	<u>Maximum</u>
Community Bank N.A.	\$75,000,000
Key Bank N.A.	\$60,000,000
Upstate National Bank	\$10,000,000
NBT	\$10,000,000
Citizens Bank	\$10,000,000
Municipal Investors Service Corporation	\$10,000,000
First Empire Securities	\$10,000,000
NYCLASS	\$30,000,000
Webster Bank	\$10,000,000
Tioga State Bank	\$10,000,000
TD Bank	\$10,000,000

**BE IT FURTHER RESOLVED** that the County Treasurer is authorized to deposit money in accordance with the St. Lawrence County Investment Policy, and this policy authorizes the Treasurer to deposit funds, not needed temporarily, in certificates of deposit, Money Market Accounts, United States Treasury Bills, repurchase agreements, and day-of-deposit to day-of-withdrawal savings account, at prevailing interest rates in any bank authorized for the deposit of County funds as per this resolution, and that the County Treasurer may use his/her discretion in selecting any allowable bank under NY General Municipal Law for investment purposes only, up to a limit of \$10,000,000 per bank unless otherwise noted in this policy, a report of such investments must be provided to the Board of Legislators at the subsequent Finance Committee meeting, and

**BE IT FURTHER RESOLVED** that the total deposits, excluding United States Treasury Bills, are not to exceed the amounts authorized by this resolution, and are to be secured as required by Article 10 of the General Municipal Law and as outlined by the County's Investment Policy.

January 3, 2022

## **INVESTMENT POLICY FOR ST. LAWRENCE COUNTY**

### **I. SCOPE**

This investment policy applies to all moneys and other financial resources available for investment by the County or on behalf of any other entity or individual.

### **II. OBJECTIVES**

The primary objectives of the County's investment activities are, in priority order:

- \* to conform with all applicable federal, state and other legal requirements;
- \* to adequately safeguard principal;
- \* to provide sufficient liquidity to meet all operating requirements;
- \* to obtain a reasonable rate of return;
- \* to make every effort to invest locally.

### **III. DELEGATION OF AUTHORITY**

The responsibility of the Board of Legislators for administration of the investment program is delegated to the County Treasurer, who shall maintain written procedures for the operation of the investment program consistent with these investment guidelines. Such procedures shall include an adequate internal control structure to provide a satisfactory level of accountability based on a database or records incorporating description and amount of investments, transaction dates, and other relevant information and regulate the activities of subordinate employees.

### **IV. PRUDENCE**

All participants in the investment process shall seek to act responsibly as custodians of the public trust and shall avoid any transaction that might impair public confidence in the St. Lawrence County Legislature to govern effectively.

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the safety of the principal as well as the probable income to be derived.

All participants involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

### **V. DIVERSIFICATION**

It is the policy of the County to diversify its deposits and investments by financial institution, by investment instrument, and by maturity scheduling.

### **VI. INTERNAL CONTROLS**

It is the policy of the County for all moneys collected by any officer or employee of the government to transfer those funds to the Treasurer within 5 days of deposit, or within the time period specified in law, whichever is shorter.

January 3, 2022

The Treasurer is responsible for establishing and maintaining an internal control structure to provide reasonable assurance that deposits and investments are safeguarded against loss from unauthorized use or disposition, that transactions are executed in accordance with management's authorization and recorded properly, and are managed in compliance with applicable laws and regulations.

#### VII. DESIGNATION OF DEPOSITORIES

The Board of Legislators, at its annual organizational meeting each January, shall designate the banks authorized for the deposit of moneys and the maximum amount, which can be deposited at each bank. Additionally, the County Treasurer may select any bank allowable under New York General Municipal Law for investment purposes only, up to a limit of \$10,000,000 per bank, unless otherwise noticed in this policy. Should the Treasurer invest in any bank not already designated at the annual organizational meeting, yet allowable under New York Municipal Law, the Treasurer must provide a report to the Board of Legislators at the monthly Finance Committee following any such investment.

#### VIII. COLLATERALIZING OF DEPOSITS

In accordance with the provisions of General Municipal Law, all deposits of St. Lawrence County, including certificates of deposit and special time deposits, in excess of the amount insured under the provisions of the Federal Deposit Insurance Act shall be secured:

1. By a pledge of eligible securities with an aggregate market value as provided by General Municipal Law, equal to aggregate amount of deposits.
2. By an eligible irrevocable letter of credit issued by a qualified bank other than the bank with the deposits in favor of the government for a term not to exceed 90 days with an aggregate value equal to 140% of the aggregate amount of deposits and the agreed upon interest, if any. A qualified bank is one whose commercial paper and other unsecured short-term debt obligations are rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization or by a bank that is in compliance with applicable federal minimum risk-based capital requirements.
3. By an eligible surety bond payable to the government for an amount at least equal to 100% of the aggregate amount of deposits and the agreed upon interest, if any, executed by an insurance company authorized to do business in New York State, whose claims-paying ability is rated in the highest rating category by at least two nationally recognized statistical rating organizations.

#### IX. SAFEGUARDING AND COLLATERALIZATION

Eligible securities used for collateralizing deposits shall be held by the depository or a third party bank or trust company subject to security and custodial agreements.

The security agreement shall provide that eligible securities are being pledged to secure County deposits together with agreed upon interest, if any, and any costs or expenses arising out of the collection or such deposits upon default. It shall also provide the conditions under which the securities may be sold, presented for payment, substituted or released and the events, which will enable the County to exercise its rights against the pledged securities. In the event that the

January 3, 2022

securities are not registered or inscribed in the name of the County, such securities shall be delivered in a form suitable for transfer or with an assignment to the County or its custodial bank.

The custodial agreement shall provide that securities held by the bank or trust company, or agent of and custodian for, the County, will be kept separate and apart from the general assets of the custodial bank or trust company and will not, in any circumstances, be commingled with or become part of the backing for any other deposit or other liabilities. The agreement should also describe that the custodian shall confirm the receipt, substitution or release of the securities. The agreement shall provide for the frequency of revaluation of eligible securities and for the substitution of securities when a change in the rating of a security may cause ineligibility. Such agreement shall include all provisions necessary to provide the County a perfected interest in the securities.

#### X. PERMITTED INVESTMENTS

As authorized by General Municipal Law Section 11, the County Legislature authorizes the County Treasurer to invest moneys not required for immediate expenditure for terms not to exceed its projected cash flow needs in the following types of investments:

- \* Special time deposit accounts
- \* Certificates of deposits
- \* Obligations of the United States of America
- \* Obligations guaranteed by agencies of the United States
- \* Obligations of the State of New York
- \* Obligations issued by a municipality, school district or district corporation in New York State, other than the County
- \* Obligations of public authorities, public housing authorities, urban renewal agencies and industrial development agencies where the general state statutes governing such entities or whose specific enabling legislation authorizes such investments
- \* Through a Deposit Placement Program, certificates of deposit in one or more "banking institutions", as defined in Banking Law Section 9-r
- \* General obligation bonds and notes of any state other than this state, provided that such bonds and notes receive the highest rating of at least one independent rating agency designated by the state comptroller
- \* Obligations of any corporation organized under the laws of any state in the United States maturing within two hundred seventy days, provided that such obligations receive the highest rating of two independent rating services designated by the state comptroller and that the issuer of such obligations has maintained such ratings on similar obligations during the preceding six months, provided, however, that the issuer of such obligations need not have received such rating during the prior six month period if such issuer has received the highest rating of two independent rating services designated by the state comptroller and is the successor or wholly-owned subsidiary of an issuer that has maintained such ratings on similar obligations during the preceding six month period or if the issuer is the product of a merger of two or more issuers, one of which has maintained such ratings on similar obligations during the preceding six month period, provided, however, that no more than two hundred fifty million dollars may be invested in such obligations of any one corporation

January 3, 2022

- \* Bankers' acceptances maturing within two hundred seventy days which are eligible for purchase in the open market by federal reserve banks and which have been accepted by a bank or trust company which is organized under the laws of the United States or of any state thereof and which is a member of the federal reserve system and whose short-term obligations meet the criteria outlined in clause (7). Provided, however, that no more than two hundred fifty million dollars may be invested in such bankers' acceptances of any one bank or trust company; or
- \* Obligations of, or instruments issued by or fully guaranteed as to principal and interest by, any agency or instrumentality of the United States acting pursuant to a grant of authority from the Congress of the United States, including but not limited to, any federal home loan bank or banks, the Tennessee valley authority, the federal national mortgage association, the federal home loan mortgage corporation and the United States postal service, provided, however, that no more than two hundred fifty million dollars may be invested in such obligations of any one agency
- \* No-load money market mutual funds registered under the Securities Act of 1933, as amended, and operated in accordance with Rule 2a-7 of the Investment Company Act of 1940, as amended, provided that such funds are limited to investments in obligations issued or guaranteed by the United States of America or in obligations of agencies or instrumentalities of the United States of America where the payment of principal and interest are guaranteed by the United States of America (including contracts for the sale and repurchase of any such obligations) and are rated in the highest rating category by at least one nationally recognized statistical rating organization, provided, however, that no more than two hundred fifty million dollars may be invested in such funds

All investment obligations shall be payable or redeemable at the option of the County within such times as the proceeds will be needed to meet expenditures for purposes for which the monies were provided and, in the case of obligations purchased with the proceeds of bonds or notes, shall be payable or redeemable at the option of the County within two years of the date of purchase. When applying this requirement to repurchase agreements, the repurchase date and not the maturity of the underlying maturity, shall govern.

#### XI. AUTHORIZED FINANCIAL INSTITUTIONS AND DEALERS

The County shall maintain a list of financial institutions and dealers approved for investment purposes and establish appropriate limits to the amount of investments, which can be made with each financial institution or dealer. All financial institutions with which the local government conducts business must be credit worthy. Banks shall provide their most recent Consolidated Report of Condition (Call Report) at the request of the County. Security dealers not affiliated with a bank shall be required to be classified as reporting dealers affiliated with the New York Federal Reserve Bank, as primary dealers. The Treasurer is responsible for evaluating the financial position and maintaining a listing of proposed depositories, trading partners and custodians. Such listing shall be evaluated at least annually.

#### XII. PURCHASE OF INVESTMENTS

The Treasurer is authorized to contract for or place orders for the purchase of investments:

1. Directly, including through a repurchase agreement, from an authorized trading partner.

January 3, 2022

2. By participation in a cooperative investment program with another authorized governmental entity pursuant to Articles 5G and 3A of the General Municipal Law where such program meets all the requirements set forth in the Office of the State Comptroller Opinion No. 88-46, and the specific program has been authorized by the governing board.

3. By utilizing an ongoing investment program with an authorized trading partner pursuant to a contract authorized by the governing board.

4. By utilizing an ongoing investment program with an authorized investment adviser provided that all investments are directed by authorized personnel of the County, all trading partners are authorized by the designated Bank and the investment advisory agreement is approved by the Treasurer.

All purchased obligations, unless registered or inscribed in the name of the County, shall be purchased through, delivered to and held in the custody of a bank or trust company. Such obligations shall be purchased, sold or presented for redemption or payment by such bank or trust company only in accordance with prior written authorization from the officer authorized to make the investment. All such transactions shall be confirmed in writing to the Treasurer by the bank or trust company. Any obligation held in custody of a bank or trust company shall be held pursuant to a written custodial agreement as described in General Municipal Law.

The custodial agreement shall provide that securities held by the bank or trust company, as agent of and custodian for, the County, will be kept separate and apart from the general assets of the custodial bank or trust company and will not, in any circumstances, be commingled with or become part of the backing for any other deposit or other liabilities. The agreement shall describe how the custodian shall confirm the receipt and release of the securities. Such agreement shall include all provisions necessary to provide the County a perfected interest in the securities.

### XIII. REPURCHASE AGREEMENTS

Repurchase agreements are authorized subject to the following restrictions:

- \* All repurchase agreements must be entered into subject to a Master Repurchase Agreement.
- \* Trading partners are limited to banks or trust companies authorized to do business in New York State and primary reporting dealers.
- \* Obligations shall be limited to obligations of the United States or guaranteed by agencies of the United States.
- \* No substitution of securities will be allowed unless the substitute securities are delivered to an independent custodian for the account of the County before the previously purchased securities are released.
- \* The custodian shall be a party other than the trading partner.

January 3, 2022

Finance Committee: 12-20-2021

RESOLUTION NO. \_\_\_\_\_

**ENCOURAGING THE PUBLIC HEALTH DEPARTMENT NOT TO  
ISSUE FINES FOR VIOLATIONS OF THE DEPARTMENT OF HEALTH  
REGULATION 2.60 MASK MANDATE**

By Mr. Acres, Chair, Finance Committee

**WHEREAS**, pursuant to 10 NYCRR 2.60, Governor Kathy Hochul has reinitiated a mask mandate for all indoor public places unless the businesses or venues already have a vaccine requirement in place effective December 14, 2021, and to remain in effect until January 15, 2022, and

**WHEREAS**, Governor Hochul announced that noncompliant businesses could be subject to both civil and criminal penalties with a maximum fine of \$1,000 per violation, and stated the county health departments are to enforce the mandate, and

**WHEREAS**, the St. Lawrence County Public Health Department has been and continues to work tirelessly to educate and vaccinate the residence of St. Lawrence County, and lacks the time and resources to police businesses, nor do they need the added burden of a regulation that is almost impossible to enforce, and

**WHEREAS**, the global pandemic has led to massive disruptions in life and in business, and COVID-19 fatigue is setting in for many businesses as they face tough operational obstacles including difficulty in finding workers and inflation for goods that all add to long-term challenges for many business owners, and they do not need the threat of penalties at this time, and

**WHEREAS**, the main focus of the Public Health Department should be to continue to educate the citizens of St. Lawrence County that the COVID-19 vaccines are safe and effective,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators encourages the Public Health Department not to issue fines for violations of the Department of Health Regulation 2.60 mask mandate.



# St. Lawrence County Vacancy Authorization Form

## Highway



Type: Abolish & Create

### Senior Motor Equipment Mechanic

Subunit (If Applicable):

Date Submitted: 11/23/2021

Reason Vacated: Retirement

Position Number: 308300002

Date Vacated: 12/24/2021

Position # Abolished: 309100001

Position Will Be: Fulltime

Last Fill Date: 4/1/2002

Hours Per Week: 40

Appointee Will Be: Permanent

### Budget

Fill Request Timeline: Immediately

Temporary Position? No

Salary of Person Leaving: \$57,196

Revenue Generating: No 0 %

Benefits: Yes \$27,540

Reimbursed by State or Federal Funds: No 0 %

Base Salary: \$50,782

Budget Mod Attached, If Required?

Grade: 26/B

**Net County Cost: \$84,736**

### Detailed Justification

What is the impact on your department if this position is not filled? Please provide, in detail, the need to fill the position. Please include the service provided, if it is mandated, number of people (clients) affected, and what you will do if the position is not filled.

This position is created with the abolishment of the Welder position in the Highway Maintenance Shop. The purpose of creating the Senior Motor Equipment Mechanic is to restructure the Highway Department's Maintenance Shop to streamline operations and provide for career advancement to retain staff.

Department Head: *Donald R. Chastain*

Approved?

Yes  No

County Administrator:

Resolution #:

# St. Lawrence County Vacancy Authorization Form

## Treasurer



Type: Create & Fill

Payroll Clerk

Subunit (If Applicable):

Date Submitted: 11/30/2021

Reason Vacated:

Position Number: 108800001

Date Vacated:

Position # Abolished:

Position Will Be: Fulltime

Last Fill Date:

Hours Per Week: 35

Appointee Will Be: Contingent-Permanent

### Budget

Fill Request Timeline: Immediately

Temporary Position? No

Salary of Person Leaving:

Revenue Generating: No 0 %

Benefits: Yes \$25,653

Reimbursed by State or Federal Funds: No 0 %

Base Salary: \$45,743

Budget Mod Attached, If Required?

Grade: M1

**Net County Cost: \$71,396**

### Detailed Justification

What is the impact on your department if this position is not filled? Please provide, in detail, the need to fill the position. Please include the service provided, if it is mandated, number of people (clients) affected, and what you will do if the position is not filled.

The Payroll office has been struggling to provide the bi-weekly processing of the payroll, reporting and associated tasks, in addition to providing the necessary oversight of the payroll office, compliance with payroll tax laws, departmental training, and membership on vacancy committee and the County Budget team.

Also, the current staffing levels expose the county to unnecessary risk due to the limited size of the office, something noted by our external auditors every year. Even more important, Payroll has NO backup in the event of an emergency should the Chief Payroll Clerk be unavailable, this is an unacceptable level of risk. These back-up duties are not appropriate or manageable for current payroll staff.

Additionally, and just as important, the office does not have the staffing to dedicate to much needed Munis maintenance, updating and upgrading. The resources don't exist, yet are critical to our ongoing commitment to stay current in Munis.

This position is the first of two requests to address the critical staffing needs of the County Payroll Office, needs which have existed since the implementation of the Munis software and were never addressed. This position will allow the Chief Payroll Clerk to address other unmet needs and provide the in-depth knowledge, oversight and physical resources needed to stabilize this office and provide for succession planning for an extremely critical county function.

Department Head:

*Renee Cole*

Approved?

Yes  No

County Administrator:

Resolution #:

January 3, 2022

Finance Committee: 12-21-2020

RESOLUTION NO. \_\_\_\_\_

**ADOPTION OF THE RULES OF PROCEDURE**

By Mr. Acres, Chair, Finance Committee

**WHEREAS**, each Board must establish its RULES OF PROCEDURE at the Organizational Meeting,

**NOW, THEREFORE, BE IT RESOLVED** that the enclosed St. Lawrence County Board of Legislators RULES OF PROCEDURE as provided in the Organizational Meeting packet and dated January 3, 2022, are hereby adopted, and

**BE IT FURTHER RESOLVED** that the Board meeting dates in the attached calendar be set with a start time of 6:00 p.m., and

**BE IT FURTHER RESOLVED** that Committee meeting dates be tentatively set as in the attached calendar and be set with a start time of 5:30 p.m., and a copy of the schedule will be available in the Board Office.

January 3, 2022

St. Lawrence County

**BOARD OF LEGISLATORS**

\* \* \*

**RULES OF PROCEDURE**

Adopted January 3, 2022

Resolution No. \_\_\_\_\_

**TABLE OF CONTENTS**

Page No.

ARTICLE I	-	Quorum	
ARTICLE II	-	Meetings	
ARTICLE III	-	Order of Business	
ARTICLE IV	-	Members	
ARTICLE V	-	Non-members	
ARTICLE VI	-	Resolutions	
ARTICLE VII	-	Committees	
ARTICLE VIII	-	Limitations and Amendment	
ATTACHMENT A	-	St. Lawrence County Board of Legislators <b>2022</b> Meetings Schedule	

Note: Page numbers will be entered to match the proceedings.

January 3, 2022

ARTICLE I  
**Quorum**

A majority of the duly constituted membership of the Board of Legislators shall constitute a quorum.

ARTICLE II  
**Meetings**

- A. The Organizational Meeting shall be called pursuant to Section 151 of the County Law. At such Organizational Meeting, the Board will elect a Temporary Chair, Chair, and a Vice Chair.
- B. The Regular Meetings of the Board of Legislators shall be held as identified in Attachment A, or by resolution during a regular meeting or special meeting, the Legislature may determine a date and time for the next meeting.
- C. Special Meetings shall be held at the call of the Clerk upon direction of the Chair or upon written request signed by a majority of the members of the Legislature.
  - 1. **Call to Order**
  - 2. **Suspension of the Rules, if necessary**
  - 3. **Roll Call**
  - 4. **Approval of Agenda**
  - 5. **Presentation of Resolutions**
  - 6. **Chair's Appointments**
  - 7. **Adjournment**

ARTICLE III  
**Order of Business**

The Order of Business at each session, except as may be set apart for the consideration of matters for which a Special Meeting has been called, shall be as follows:

- 1. Call to Order
- 2. **Suspension of the Rules, if necessary**
- 3. Roll Call
- 4. Prayer
- 5. Pledge of Allegiance
- 6. Approval of Agenda
- 7. Approval of Previous Meeting Minutes
- 8. Reading of Communications
- 9. Citizen Participation
- 10. Presentation of Resolutions
- 11. County Administrator's Report
- 12. Old/New Business
- 13. Committee Reports
- 14. Executive Session
- 15. Appointments
- 16. Chair's Appointments

January 3, 2022

17. Adjournment

ARTICLE IV  
**Members**

- A. All members of the County Board of Legislators shall attend all regular and specially scheduled meetings of the Board of Legislators, all duly called meetings of any special or standing committees of which any of the said Legislators are members, unless they are absent by reason of sickness, or excused by the Chair of the appropriate body.
- B. No member shall speak or debate until he/she has received recognition from the Chair.
- C. No member shall speak a second time to a question, as long as any member desires to speak who has not spoken to the question.

ARTICLE V  
**Non-members**

Citizens may participate before the Board of Legislators in one of the following ways:

- A. During Citizen Participation period, upon recognition by the Chair. The Speaker will state his/her name and is limited to five minutes, or the timeframe to be announced. The total Citizen Participation time period shall not exceed thirty [30] minutes, unless extended at the discretion of the Chair.
- B. **During limitations of gathering and/or attendance**, Citizen Participation by submitting a text, video, or audio submission to [publiccomment@stlawco.org](mailto:publiccomment@stlawco.org) at least forty-eight (48) hours before the start of the meeting. Participation is subject to community standards and file compatibility.
- C. During the "Presentation of Resolutions" by being granted the floor by the Chair upon request of a Legislator. The citizen may speak on the current agenda item only.

ARTICLE VI  
**Resolutions**

- A. The term "resolution" as herein used, shall mean a formal proposed action in writing, by one or more of the Legislators, and/or a Committee of the Legislature. Upon introduction, the resolution shall be read by the Clerk upon request. The motion for adoption shall be properly seconded immediately, preceding any debate on the main question.
- B. A member sponsoring a resolution shall file with the Clerk of the Legislature a copy of said resolution one week prior to the Regular Meeting, at which it is to be introduced. Copies of the resolution and the entire agenda, shall be sent to each Legislator to arrive no later than three days preceding the Regular Meeting.
- C. Any resolution approved by a committee and forwarded to the Board for consideration may only be withdrawn upon the approval of the Board.

January 3, 2022

- D. Individual Legislators who wish to have their names added, as co-sponsors, to resolutions approved by a Committee may do so at the Committee Meeting by notifying the Deputy Clerk of the Board.

**ARTICLE VII**  
**Committees**

- A. The Chair and Vice-Chair of the Board of Legislators shall be ex-officio members of all standing and special committees with all the rights & privileges thereof. Except that if both the Chair of the Board and Vice-Chair of the Board are present at a committee meeting, ONLY the Chair will have voting privilege unless the Vice-Chair is a designated member of the Standing Committee, then both would have voting privilege.
- B. The Chair of the Board shall appoint the members and designate the Chair of all standing committees within ten days following his/her election. The Chair of the Board shall also appoint the members and designate the Chair of all special committees or subsequently created standing committees within ten (10) days following creation thereof.
- C. Any vacancy occurring on any standing or special committee shall be filled by the Chair of the Board within thirty (30) days after such vacancy occurs. In the event that such vacancy occurs in the position of Committee Chair, the Board Chair shall designate a new Committee Chair.
- D. All committee appointments serve until new appointments are made by the Chair.
- E. No member shall be Chair of more than one standing committee.
- F. Each Standing or Special Committee shall perform the duties, so designated by the rules of the Board of Legislators, or as assigned by the Chair of the Board.
- G. The Chair of each Standing or Special Committee shall be the presiding officer and shall cause the members thereof to be notified in advance of each meeting. The Committee Chair shall call all necessary meetings. Upon his/her refusal or neglect to call any meetings, the Clerk of the Board, upon written request signed by the Chair of the Board or by a majority of the Committee, shall call such meeting.
- H. A quorum for all committees shall be a majority of the membership of the Committee. Once a quorum has been established, a majority of the Committee members present is sufficient to approve or disapprove a proposed action.
- I. There shall be the following Standing Committees and their duties shall be those required by law, as directed by the Chair of the Board, or as so designated herein:

**OPERATIONS COMMITTEE:** Issues within the jurisdiction of this committee would be those arising out of the following departments: Board of Elections, Conflict Defender, County Clerk, District Attorney, Emergency Services, Governmental Services, Human Resources, Information Technology, Planning, Probation, Public Defender, and Sheriff, the expenditure of money not already appropriated and the transfer of funds.

January 3, 2022

**SERVICES COMMITTEE:** Issues within the jurisdiction of this committee would be those arising out of the following departments: Community Services, Office for the Aging, Public Health, Social Services, Veterans Services, Weights and Measures, and Youth Bureau, and the expenditure of money not already appropriated and the transfer of funds.

**FINANCE COMMITTEE:** Within the jurisdiction of this committee would be issues which would incur the expenditure of money not already appropriated; the issuance of bonds and payments thereon and the transfer of funds. Issues arising from the Board of Legislators, County Attorney, County Treasurer, Real Property, Highway, and Solid Waste shall be under the jurisdiction of this committee, as well as issues involving any outside agencies that are not currently funded within other departmental budgets, such as the Partner Agencies: Cornell Cooperative Extension, Chamber of Commerce, Soil and Water Conservation District, Forestry, IDA, Trails, and Historical Association.

Special Committees may be created as needed. Any resolution or action by the Chair establishing a Special Committee shall specify powers, duties, and duration. Special Committees shall include the Labor-Management Committee. Each special committee shall report to the appropriate standing committee or full Board as directed by the Chair. These reports shall be at least quarterly, and more often if needed. When the Committee has completed its work, a final written report shall be made.

- J. The Deputy Clerk of the Board shall arrange for the taking of minutes at all committee meetings and be responsible for their safekeeping. The minutes of each committee shall be kept in a separate minute file provided by the Clerk of the Board of Legislators. The minutes shall contain the time and place and persons present at the meeting; a record of all committee votes and other actions. Written statements by members or non-members may be submitted and shall become a part of the record of the committee. Written summaries may be required by the Committee Chair. The minute book shall be filed in the Office of the Clerk of the Board of Legislators and open to the public. Written Committee minutes and agendas will be posted to a digital repository for the Legislators and be available on the St. Lawrence County website for the public.
- K. Committee Procedures
1. Committees shall meet in accordance with the **2022** Meetings Schedule. Regular Committee Meetings shall begin at 5:30 p.m. When the Chair of a Committee calls special meetings, it shall be the intent of this Board that public announcement thereof will be done as soon as possible.
  2. County Departments must submit any resolution for Committee consideration with the Clerk of the Board by the submission deadline as indicated on the **2022** Meeting Schedule.
  3. Rules for Legislators wishing to submit a resolution for committee consideration:
    - a. If the resolution is to be in the committee packet, then it must be submitted by the submission deadline, or



January 3, 2022

- b. If the resolution is to be on a revised committee agenda, then it must be received by close of business the Friday before the regular committee meeting, or
  - c. If during discussion of any agenda item then by motion with or without a copy of the resolution, or
  - d. If under old/new business, then by motion with or without a copy of the resolution.
- 4. Within three days of its introduction, any and every resolution, which has not been acted upon by the Board shall be referred by the Chair to the appropriate committee.
  - 5. Every resolution referred to any committee shall be placed on the regular agenda of that committee.
  - 6. Within six weeks of its referral to committee, every resolution shall be reported back to the Board of Legislators with the committee's recommendation, unless tabled to a specific date, either favorable or unfavorable, and with minority reports, if any.
  - 7. When any resolution is being considered by a committee, its proponent or any other legislator may come before the Committee and speak for or against the resolution. Any member of the public wishing to address the Committee on an agenda item may, upon nomination by a Legislator and recognition by the Chair, speak for or against the measure. The Committee may set a time limit of not more than five minutes on how long each individual may speak.
  - 8. A member of the public who wishes to be on the agenda shall contact the Board Office, by submission date, eleven (11) days in advance of a committee meeting, and request to be put on the agenda. The Board of Legislators' Office will discuss the matter to be put on the agenda with the Chair of the Committee, and at the Chair's discretion, may or may not add the matter to the agenda for the next committee meeting, or a future committee meeting.
  - 9. All presentations to Committees, which are unrelated to resolutions on the agenda, will be limited to a ten-minute presentation and a ten-minute question session.
  - 10. In accordance with County Law Article 4, Section 154, committees have no power to do anything by which the County may become obligated and all of their actions must be reported to and sanctioned by the Board.

#### ARTICLE VIII **Limitations and Amendment**

- A. Notwithstanding any provisions herein contained, any decision of any committee or Chair thereof, or of the Chair of the Board of Legislators, may be overruled by a majority vote of the Legislature.

January 3, 2022

- B. These rules may be suspended by a two-thirds vote of the total membership of the Legislature at any meeting of the Legislature upon the following conditions:
  - 1. The Legislator requesting the Suspension of the Rules shall provide an explanation of the necessity for the Suspension of the Rules.
  - 2. A copy of the resolution to be offered under Suspension of the Rules shall be on the desk of each Legislator at the beginning of the meeting or placed there before a vote is taken.
- C. These rules may be rescinded or changed by a majority vote of the total membership of the Board of Legislators at any meeting of the Board of Legislators, provided each member has had ten days written notice of the proposed change.
- D. Questions of Order and procedure not governed by these rules, or the laws of the State of New York, shall be decided according to Robert's Rules of Order Revised. The Legislature shall provide a desk copy of a current edition of Robert's Rules of Order Revised for each member.
- E. For purposes of a reconsideration vote, the next monthly meeting is considered to be the "next succeeding day" to our previous session. (rf. Roberts Rules of Order Revised, Section 36, page 156).
- F. A Legislator will be permitted to abstain from voting if he/she declares a conflict of interest.
- G. At each meeting of the Board, the roll call votes will be on a rotation basis with the first roll call of the year starting with District One. Thereafter, the first roll call of each Board Meeting shall start with the next person in the rotation as determined by the rotation of the Roll Call Vote Program.
- H. In order to maintain the integrity of its proceedings, cellular telephones or other recording devices that are deemed to be distracting and disruptive to the meeting, may be limited at the discretion of the Chair.

January 3, 2022

**ATTACHMENT A**  
**St. Lawrence County Board of Legislators 2022 Meetings Schedule**  
 January – December

DATE	MEETING/HOLIDAY	SUBMISSION DATE	PRE-COMM DATE	DATE	MEETING	SUBMISSION DATE	PRE-COMM DATE
January 3	Organizational Meeting			July 4			
10	Organizational Meeting	12/30	1/5	11	<b>Independence Day</b> Board Meeting		
17	<b>Martin Luther King, Jr.</b> Services			18	Operations / Services	7/7	7/13
24	Services	1/13	1/19	25	Finance	7/14	7/20
31	Finance	1/20	1/26	<b>August 1</b>	Board Meeting		
February 7	Board Meeting			8	Operations	7/28	8/3
14	Operations / Services	2/3	2/9	15	Services	8/4	8/10
21	<b>Presidents' Day</b> Finance			22	Open		
28	Finance	2/17	2/23	29	Finance	8/18	8/24
March 7	Board Meeting			<b>September 5</b>	<b>Labor Day</b>		
14	NYSAC			12	Board Meeting	9/1	9/7
21	Services / Operations	3/10	3/16	19	Services / Operations	9/8	9/14
28	Finance	3/17	3/23	26	Finance	9/15	9/21
April 4	Board Meeting			<b>October 3</b>	Board Meeting – Tentative Budget		
11	Operations	3/31	4/6	10	<b>Columbus Day</b>		
18	Services	4/7	4/13	17	Operations	10/6	10/12
25	Finance	4/14	4/20	24	Services	10/13	10/19
May 2	Board Meeting			31	Finance	10/20	10/26
9	Operations	3/28	4/4	<b>November 7</b>	Board Meeting – Longevity Ceremony		
16	Services	4/5	4/11	14	Operations	11/3	11/9
23	Finance	4/12	4/18	21	Services	11/10	11/16
30	<b>Memorial Day</b>			28	Finance	11/17	11/23
June 6	Board Meeting			<b>December 5</b>	Board Meeting – Memorial Ceremony		
13	Operations	6/2	6/8	12	Operations / Services	12/1	12/7
20	Services	6/9	6/15	19	Finance	12/8	12/14
27	Finance	6/16	6/22	26	<b>Christmas</b>		

Please Note: The deadline for submission is close of business on the submission date. Pre-Committee Review will tentatively begin at 9:15 a.m. for Operations, Services and Finance Committees and confirmed after Chairs are appointed.

January 3, 2022

Finance Committee: 12-20-2021

RESOLUTION NO. \_\_\_\_\_

**AUTHORIZING THE CHAIR TO SIGN CONTRACTS**

By Mr. Acres, Chair, Finance Committee

**WHEREAS**, the following organizations have appropriations in the 2022 St. Lawrence County Budget,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign contracts with each of the organizations listed, upon approval of the County Attorney:

<u>ORGANIZATIONS:</u>	<u>ACCOUNT NUMBERS:</u>	<u>AMOUNT:</u>
ABS Solutions (IT)	CDO16804 43007	\$5,000
Alzheimer's Disease & Related Disorders Assoc.	OA067724 43007	Rate Schedule
Canton-Potsdam Hospital (Lifeline)	Various Accounts	\$30 per month per case
Catholic Charities (Incest Offenders)	DAS60104 430CA	42,000
Childcare Coordinating Council of North Co.	Various Accounts	Rate Schedule
Children's Home of Jefferson County (Fostering Futures)	DSC61194 465IL	\$71,000
Claxton-Hepburn Medical Center (Lifeline) (DSS)	Various Accounts	\$30 per month per case
Claxton-Hepburn Medical Center (Lifeline) (OFA)	Various Accounts	\$30 per month per case
Cornell Cooperative Extension (BOL)	B1A87504 465CE	308,646
Cornell Cooperative Extension (OFA)	ON067724 430SF	6,000
Cornell Cooperative Extension (PH)	PP040104 465CE	109,211
Mental Health Counseling Services of NNY	Various Accounts	Rate Schedule
DeKalb Development Fund	ON067724 40700	4,140
Dr. Hamed N. Adaime	Various Accounts	Rate Schedule
Family Counseling Services of NNY, Inc.	Various Accounts	Rate Schedule
Gouverneur Community Center, Inc.	ON067724 40700	7,800
SLC CDP Gouv Neigh Center (HEAP Outreach)	DAH60104 430OF HEAP	\$35 per unit
Health Services of Northern New York	OA067724 43007	Rate Schedule
Holly Bender (Qualified Individual)	DSC61094 465PS	Rate Schedule
Homemakers of Western NY	OA067724 43007	Rate Schedule
Horizon Information Systems, Inc.	DAS60104 47801	(up to) 1,300
Horizon Information Systems, Inc. (Programming)	DAS60104 47801	Rate Schedule
LabCorp	DAC60104 43004	\$51 per unit
Linda Buchanan	ON067724 43007	Rate Schedule
Legal Aid Society of Northeastern NY, Inc.	OA067724 43002	10,000
Massena Meals on Wheels	ON067724 430CA	43,000
Morristown Fire District	ON067724 40700	5,400
Network Experts of NY (IT)	CD016804 43007	5,000
Northern Border Counseling Services	Various Accounts	Rate Schedule
Northern Border Counseling Services (employee)	Various Accounts	Rate Schedule
Northern Lights Home Health Care	Various Accounts	Rate Schedule
Northern Lights Home Health Care	OA067724 43007	Rate Schedule
NYS DOCCS Office	ON067724 45200	2,000
NYSID, Inc.	DAA60104 43006	(up to) 175,000
Peter Ladd, PhD	Various Accounts	Rate Schedule
Renewal House (Services Non-Residential)	DPF61094 46500 ADC	(up to) 105,034
Renewal House (Indirects/Residential)	DSG60704 46500 DVIO	(up to) 101,207
Renewal House (TANF, Non-Residential)	DSG61094 46500 DVIO	(up to) 36,473
Residential Treatment and Detention Centers	Various Accounts	Rate Schedule
Rubenzahl, Knudsen & Assoc. Psych Services	Various Accounts	Rate Schedule
School Districts	Various Accounts	Rate Schedule

January 3, 2021

SL Child Care Council (Registration Activities)	DSD60554 46500 CCBG	116,487
SL Child Care Council (Legally Exempt)	DSD60554 46500 CCBG	77,685
SLC Chamber of Commerce	B1064104 465CC	203,254
SLC Dept. of Community Services	DAS60104 43007 CCDS	(up to) 210,000
SLC Dept. of Community Services (Empl. Counseling)	DAS60104 45100	Rate Schedule
SLC Dept. of Community Services (Qualified Ind.)	DSC61194 465PS	Rate Schedule
SLC District Attorney (Investigations)	DAB60104 430FI	(up to) 81,815
SLC Historian	B1M75104 43007	10,000
SLC Historical Association	B1M75104 46000	15,450
SLC Information Technology	DAA60104 47802	(up to) 156,430
SLC Trails Services Agreement	B1070204 46000	72,000
SLC Soil & Water Conservation District	B1S87304 46000	40,423
SLC Forestry	BF087104 43007	75,000
SL-Lewis BOCES (Parenting Education)	DSG60704 465PE	179,545
Seniors Helping Seniors	OA067724 43007	Rate Schedule
Transitional Emp. Advancement Program (TEAP)	Various Accounts	Rate Schedule
Town of Fine	ON067724 40700	4,200
United Helpers (ALP)	Various Accounts	Rate Schedule
Volunteer Transportation Center	OA067724 443VT	50,000
Volunteer Transportation Center (DSS)	Various Accounts	Rate Schedule
Youth Advocate Programs, Inc. /YAP (CORE)	DSC61194 465YA	737,280
YAP (Raise the Age)	Various Accounts	399,926
YAP (Reunification)	DSC61094 465YA PRP	1,056,025
YAP (YES)	DSC61094 465YA PJDC	407,534

January 3, 2021

Finance Committee: 12-20-2021

RESOLUTION NO. \_\_\_\_\_

**AMENDING RESOLUTION NO. 17-2021,  
"NEWSPAPER DESIGNATION ROTATION SCHEDULE"**

By Mr. Acres, Chair, Finance Committee

**WHEREAS**, Section 214, Subdivision 2, of the New York State County Law, requires that the Board of Legislators annually designate at least two (2) newspapers published within the County as official newspapers for the publication of all local law notices and other matters required by law to be published, and

**WHEREAS**, said section requires that the designation take into consideration two major political parties, and

**WHEREAS**, a new edition of the *Ogdensburg Journal* has been created and legal notices are now allowable making it possible to add this newspaper to the designation rotation schedule, and

**WHEREAS**, to remain competitive, newspapers are implementing new technologies and changing the way people access information, and

**WHEREAS**, the amended schedule is requested to be five (5) years to provide an opportunity to review the newspapers still in circulation in 2026 and make a determination at that time,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes amending Resolution No. 17-2021 "Newspaper Designation Rotation Schedule" as follows:

	<u>Concurrent Resolutions</u>	<u>Election Notices</u>	<u>Official Canvass</u>
2022	Watertown Daily Times	Watertown Daily Times	Watertown Daily Times
2023	Tribune Press	Tribune Press	Tribine Press
2024	Courier Observer	Courier Observer	Courier Observer
<b>2025</b>	<b>Ogdensburg Journal</b>	<b>Ogdensburg Journal</b>	<b>Ogdensburg Journal</b>
2026	North Country This Week	North Country This Week	North Country This Week

**BE IT FURTHER RESOLVED** that the above is a rotation schedule of Republican newspapers; it should be understood that in those cases where publication in two (2) newspapers are required, the Watertown Daily Times is to be used as the official publication of the Democratic Party, and

**BE IT FURTHER RESOLVED** that the type size for all of St. Lawrence County's legal notices will be 6.5-point type.

January 3, 2021

Finance Committee: 12-20-2021

RESOLUTION NO. \_\_\_\_\_

**NEWSPAPER DESIGNATION**

By Mr. Acres, Chair, Finance Committee

**WHEREAS**, Section 214, Subdivision 2, of the New York State County Law, requires that the Board of Legislators annually designate at least two (2) newspapers published within the County as official newspapers for the publication of all local law notices and other matters required by law to be published, and

**WHEREAS**, said section requires that the designation take into consideration two major political parties,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators hereby designates the following newspapers for various publication purposes for the year 2022:

**LOCAL LAWS AND OTHER MATTERS REQUIRED BY LAW TO BE PUBLISHED**

Watertown Daily Times

Watertown Daily Times

January 3, 2021

Finance Committee: 12-20-2021

RESOLUTION NO. \_\_\_\_\_

**URGING NEW YORK STATE TO COMPLETE AND SETTLE THE ENHANCED FEDERAL MEDICAID ASSISTANCE PROGRAM (eFMAP) RECONCILIATION FROM LAST YEAR AND TO COMPENSATE ST. LAWRENCE COUNTY ACCORDING TO FEDERAL REQUIREMENTS**

By Mr. Acres, Chair, Finance Committee

**WHEREAS**, in establishing the Affordable Care Act (ACA), the federal government created the enhanced Federal Medical Assistance Percentage (eFMAP) for certain Medicaid program expenditures, and

**WHEREAS**, written into the ACA statute is a requirement that, of the enhanced federal share of Medicaid that went to state governments, a proportionate share shall be paid to counties in states where they pay a portion of Medicaid costs, such as New York State, and

**WHEREAS**, the New York State Department of Health (DOH) manages these federal reimbursements by adjusting the required weekly contribution of each county to the cost of the Medicaid program, and

**WHEREAS**, the DOH estimates the enhanced Federal reimbursement (eFMAP) that each County earns, through benefits paid out on behalf of the Medicaid clients of that county, and then reduces the weekly share of each county by eighty percent (80%) of that number, and

**WHEREAS**, the DOH is then required to calculate for each State Fiscal year the difference between the 80% of projected eFMAP figure by which the weekly shares of each county were reduced and the actual eFMAP earned by each county, and reimburse each county for that difference – a process referred to as “the eFMAP reconciliation”, and

**WHEREAS**, the most recent year for which the DOH has released reconciliation results and reimbursed counties the eFMAP payments that was earned was SFY 2015-2016, released on December 13, 2017, and

**WHEREAS**, the estimated dollar amounts owed to St. Lawrence County totals \$4,018,842, not including SFY 2020-2021, as follows:

SFY 2016-2017	\$888,969
SFY 2017-2018	\$686,737
SFY 2018-2019	\$1,127,178
SFY 2019-2020	\$1,315,958

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators urges New York State to complete and settle the Enhanced Federal Medicaid Assistance Program (eFMAP) reconciliation from last year and to compensate St. Lawrence County according to Federal requirements, and



January 3, 2021

**BE IT FURTHER RESOLVED** that certified copies of this resolution be forwarded to Comptroller Thomas DiNapoli, Governor Kathy Hochul, U.S. Senator Charles Schumer, U.S. Senator Kirsten Gillibrand, U.S. Congressman Antonio Delgado, Senator Joseph Griffo, Senator Patricia Ritchie, Senator Dan Stec, Assemblyman Ken Blankenbush, Assemblyman Billy Jones, Assemblyman Robert Smullen, Assemblyman Mark Walczyk, and NYSAC.

January 3, 2021

Finance Committee: 11-22-2021

**RESOLUTION NO. 384-2021 -TABLED**

**MODIFYING THE 2021 BUDGET FOR THE COUNTY CLERK'S OFFICE FOR A  
LICENSE PLATE CUTTER FOR THE DEPARTMENT OF MOTOR VEHICLES**

By Mr. Acres, Chair, Finance Committee

**WHEREAS**, the County Clerk's Office is in need of a license plate cutter for the Department of Motor Vehicles, and

**WHEREAS**, the County Clerk's Office is able to utilize additional revenue from the down-state dealer registration processing to cover the cost of the license plate cutter,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Treasurer to modify the 2021 Budget for the Clerk's Office for a license plate cutter for the Department of Motor Vehicles, as follows:

**INCREASE APPROPRIATIONS:**

K1614104 42000	Down-State Dealer Office Supplies	\$9,000
----------------	-----------------------------------	---------

**INCREASE REVENUE:**

K1612555 55000	Down-State Dealer Revenue	\$9,000
----------------	---------------------------	---------

January 3, 2021

Finance Committee: 11-22-2021

**RESOLUTION NO. 392-2021 -TABLED**

**AUTHORIZING THE CHAIR TO SIGN AN AGREEMENT WITH THE TOWNS OF BRASHER, NORFOLK, AND MASSENA RELATED TO A PUBLIC SERVICE LAW ARTICLE 10 PROCEEDING RECOMMENDING THE ISSUANCE OF A CERTIFICATE OF ENVIRONMENTAL COMPATIBILITY AND PUBLIC NEED TO CONSTRUCT AN INDUSTRIAL SCALE SOLAR GENERATING FACILITY**

By Mr. Sheridan, District 4

**WHEREAS**, North Side Solar Energy Center, LLC (“North Side”), a wholly owned subsidiary of NextEra Energy Resources, LLC, filed an application before the New York State Board on Electric Generation Siting and the Environment (“Siting Board”) for a certificate of environmental compatibility and public need (“Certificate”) to construct and operate a 180 megawatt (“MW”) solar electric generating facility (“Facility”) on or about February 19, 2021, and

**WHEREAS**, the Facility is to be sited on approximately 1,200 to 1,400 acres of land located in the County of St. Lawrence (“County”) and the Towns of Massena, Brasher and Norfolk (collectively, “Towns”), and

**WHEREAS**, before the Siting Board issues a Certificate, the application of North Side is subject to a statutorily prescribed review and evaluation process, pursuant to Article 10 of the New York Public Service Law (“Article 10”) and applicable Siting Board regulations, and

**WHEREAS**, on March 4, 2021, the Siting Board issued a Notice indicating that intervenor funds in the amount of \$180,000 was available to all eligible municipal and other eligible parties for the purpose of funding the activities of legal, engineering, and other consultants to assist such parties in actively and meaningfully participating in the Article 10 proceeding, and

**WHEREAS**, working jointly, the Towns and the County applied for and were successfully awarded Intervenor funding for both the legal work and the engineering work associated with the North Side application, and

**WHEREAS**, in addition to certain regulatory agencies of the State of New York, other eligible parties, including the County and Towns, have participated in this Article 10 siting process which have included confidential negotiations among and between the parties regarding the details of numerous conditions to the Certificate which must be included in any Certificate issued by the Siting Board (“Certificate Conditions”), and

**WHEREAS**, as a result of the legal and engineering work performed and negotiations between the County, Towns, North Side, and other parties regarding the Certificate Conditions, the Towns and County have reached a tentative agreement with North Side regarding the Certificate Conditions and to support and recommend that the Presiding and Associate Examiners recommend to the Siting Board that the captioned North Side Energy Center be granted a certificate of environmental compatibility and public need, under Article 10 of the New York Public Service Law subject to the Certificate Conditions and/or any other new or modified conditions required by the Siting Board, and

January 3, 2021

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign an agreement with the Towns of Brasher, Norfolk, and Massena related to a public service law article 10 proceeding recommending the issuance of a certificate of environmental compatibility and public need to construct an industrial scale solar generating facility, upon approval of the County Attorney, and

**BE IT FURTHER RESOLVED** that the Board of Legislators recommends to the New York State Board on Electric Generation Siting and the Environment that they issue a certificate of environmental compatibility and public need, under Article 10 of the New York Public Service Law, subject to the Certificate Conditions and/or any other new or modified conditions required by the Siting Board Siting, regarding the North Side Solar Energy Center, LLC Facility.

January 3, 2021

RESOLUTION NO. 259-2021 (TABLED)

**SUPPORTING MILFOIL REDUCTION EFFORTS ON SYLVIA LAKE IN  
THE TOWN OF FOWLER AND MODIFYING THE 2021 BUDGET  
FOR ST. LAWRENCE COUNTY**

By Mr. Acres, Chair, Finance Committee  
Co-Sponsored by Mr. Sheridan, District 4

**WHEREAS**, invasive species are non-native plants and animals from other parts of the world that can threaten native wildlife and ecosystems causing ecological havoc in some of our most sensitive habitats by pushing many of the native plants and animals to the brink of extinction, and

**WHEREAS**, the negative consequences of invasive species are far-reaching, costing the United States billions of dollars in damages every year, and once invasive species become established and spread, it can be extraordinarily difficult and costly to control or eradicate them, and

**WHEREAS**, the best approach for dealing with invasive species is to create effective mechanisms to prevent their introduction in the first place, create monitoring systems for detecting new infestations, and move rapidly to eradicate newly detected invaders, and

**WHEREAS**, Eurasian water-milfoil has been identified in Sylvia Lake, in the Town of Fowler, and is quickly becoming a problem as it spreads rapidly forming mats of vegetation on the water surface, and these mats interfere with recreational activities such as boating, tourism, fishing, waterfowl hunting, and outdoor recreation, and

**WHEREAS**, Sylvia Lake has 3.9 miles of shoreline and is fed largely by spring waters, and is as deep as 142 feet in the northern lobe and near 70 feet in the southern portion, but parts of the Lake such as the South Short, Inlet Bay and some other areas are much more shallow with muddy floor sediment that provides ideal conditions for thick growth of milfoil, and

**WHEREAS**, the Sylvia Lake Association has tried hard over the years to slow the spread of milfoil on the Lake by utilizing manpower and ingenious post-conventional methodologies, and although a Milfoil Task Force has been formed they feel they are losing the battle in their efforts to smother the invasive weeds, especially near the South East inlet to the Lake, and

**WHEREAS**, the Task Force has had discussions with Eco professionals from Cornell, St. Lawrence, and the NYS DEC with a goal of aquatic invasive management, and a Milfoil Management Fund has been created accepting donations to try to raise the substantial amount of funding needed to manage the invasive species, and

**WHEREAS**, Eurasian water-milfoil can negatively affect the water bodies it invades in several ways due to its tendency to branch profusely and form a dense canopy over the surface of the water shading out native vegetation, along with the creating a good habitat for mosquitoes, and

**WHEREAS**, the plant is not a valuable food source for waterfowl unlike some of the native submersed aquatic plants and the plant biomass can become so dense that predator fish

January 3, 2021

will lose their foraging space and will be less effective at controlling prey species resulting in an imbalance fish community,

**NOW, THEREFORE, BE IT RESOLVED** the Board of Legislators supports milfoil reduction efforts on Sylvia Lake in the Town of Fowler, and

**BE IT FURTHER RESOLVED** that the Treasurer is authorized to modify the 2021 Budget for St. Lawrence County, as follows:

**DECREASE APPROPRIATIONS:**

B1019904 49700	B SPEC Contingency Account	\$15,000
----------------	----------------------------	----------

**INCREASE APPROPRIATIONS:**

B1080904 46500	B Environmental Control	\$15,000
----------------	-------------------------	----------

ST. LAWRENCE COUNTY ADVISORY BOARD/COMMITTEE  
CANDIDATE BIOGRAPHICAL DATA SHEET

Advisory Board/Committee: St. Lawrence County Workforce Development Board

Name: Ben Dixon Email: Ben@SLCChamber.org  
Address: 40 Woods Drive, Canton, NY 13617 Cell: 315-854-2693  
Work: 315-386-4000

Township (if different from address): \_\_\_\_\_

APPOINTMENT  
 REAPPOINTMENT If a Reappointment, Date First Appointed: \_\_\_\_\_  
The Date this Term will Expire: \_\_\_\_\_  Advisory Board Endorsed

Name of Individual being Replaced by this Appointment: Donald Hoyer

Reason for Seeking Appointment/Reappointment to this Advisory Board/Committee:  
To be able to apply my work as Executive Director of the St. Lawrence County Chamber of Commerce to the development of the workforce in the county, and to align Chamber activities with the work of the WDB and its partners.

Years at Above-Listed Address: 5

Previous Address: 66 Judson Street, Canton, NY

Years at Previous Address (if applicable) 10

Present Employer: St. Lawrence County Chamber of Commerce

Employer Address: 101 Main Street, Canton, NY 13617

Education/Experience: See attached resume.

Community Activities: President, St. Lawrence Leadership Institute  
Member, Canton Housing Task Force

Hobbies/Special Interests: Parent of two  
Ornithology  
Nature photography

**ST. LAWRENCE COUNTY ADVISORY BOARD/COMMITTEE  
CANDIDATE BIOGRAPHICAL DATA SHEET**

Advisory Board/Committee: St. Lawrence County Workforce Development Board

Name: Dale Rice Email: riced@canton.edu  
Address: SUNY Canton SBDC Home: 315-222-6766  
Wicks Hall, Room 023 Work: 315-386-7312  
Canton NY 13617

Township (if different from address): Potsdam

APPOINTMENT  
 REAPPOINTMENT If a Reappointment, Date First Appointed: 2-6-2006  
The Date this Term will Expire: 12-31-2024  Advisory Board Endorsed

Name of Individual being Replaced by this Appointment: \_\_\_\_\_

Reason for Seeking Appointment/Reappointment to this Advisory Board/Committee: Continue service to the St. Lawrence County workforce

Years at Above-Listed Address: \_\_\_\_\_

Previous Address: \_\_\_\_\_

Years at Previous Address (if applicable) \_\_\_\_\_

Present Employer: SUNY Canton SBDC

Employer Address: Wicks Hall, Room 023, Canton NY 13617

Education/Experience: MBA, Clarkson University, BA Economics, AS Business Administration

Community Activities: \_\_\_\_\_

Hobbies/Special Interests: Coaching



**ST. LAWRENCE COUNTY ADVISORY BOARD/COMMITTEE  
CANDIDATE BIOGRAPHICAL DATA SHEET**

Advisory Board/Committee: St. Lawrence County Soil & Water Conservation District Board of Directors

Name: Patrick Smith Email: 1patrickLSmith6@gmail.com  
Address: 34 Farmer St. Home: \_\_\_\_\_  
Canton, NY 13617 Work: \_\_\_\_\_

Township (if different from address): \_\_\_\_\_

APPOINTMENT

REAPPOINTMENT

If a Reappointment, Date First Appointed: 3/4/2019

The Date this Term will Expire: 12/31/2024  Advisory Board Endorsed

\*\*\*\*\*

**COMPLETE THE REMAINDER OF THIS FORM FOR APPOINTMENTS & REAPPOINTMENTS**

Name of Individual being Replaced by this Appointment: N/A

Reason for Seeking Appointment/Reappointment to this Advisory Board/Committee: Farm Bureau Rep

Years at Above-Listed Address: 0

Previous Address: 57 TULLY RD CANTON NY 13617

Years at Previous Address (if applicable) 8

Present Employer: Self (Dairy Farm)

Employer Address: 7071 CR 27 CANTON NY 13617

Education/Experience: Canton Central School 2005  
Clarkson University 2009

Community Activities: Various local youth sports programs, Canton Pee Wee Association board member

Hobbies/Special Interests: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_