#### 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

**DAVID FORSYTHE** Chair, Board of Legislators

FINANCE COMMITTEE AGENDA
MR. JOHN GENNETT, CHAIR
MONDAY, JUNE 26, 2023
\*\*\*BOARD ROOM AND LIVE VIA YOUTUBE \*\*\*
\*\*\*5:30 P.M. \*\*\*

- 1. CALL TO ORDER AND APPROVAL OF AGENDA
- 2. APPROVAL OF MINUTES May 22
- 3. REAL PROPERTY BRUCE GREEN
  - A. Authorizing the Chair to Sign a Contract with Usherwood Office Technology for a Color Printer for the Real Property Tax Services (Res)
- 4. SOLID WASTE DON CHAMBERS
  - A. Authorizing the Chair to Sign a Contract with Paradigm Software to Upgrade the Scale Management and the Credit Card Payment Software and Modifying the 2023 Budget for the Solid Waste Department (Res)
  - B. NYS DEC Solid Waste Management Plan Comments (Discussion)

#### 5. WORKFORCE INNOVATION AND OPPORTUNITY ACT – PAM LEWIS

- A. Establishing the Workforce Innovation and Opportunity Act Budget for Program Year 2023 (Res) (Info)
- B. Approving the North Country Regional Workforce Development Plan and Two Year Modification (Res)

#### 6. INDUSTRIAL DEVELOPMENT AGENCY – PATRICK KELLY

A. Approval of Payment in Lieu of Taxes Agreement in Relation to Solar Project on Parcel 74.003-2-8./1 Located at 6578 County Route 27 in the Town of Canton (Res)(Info)

#### 7. LEGISLATOR SMITHERS AND LEGISLATOR PERKINS

A. Opposing the "All Electric Building Act" as Included in the 2024 New York State Budget (Res)

#### 8. VACANCY REVIEW COMMITTEE – DYLAN SOPER

- A. Highway
  - 1. Fill a Motor Equipment Operator, Position No. 310000033
  - 2. Fill a Motor Equipment Mechanic, Position No. 308100005
  - 3. Fill a Heavy Equipment Operator/Labor Crewleader, Position No. 311400003
- B. Solid Waste
  - 1. Fill Heavy Equipment Operator, Position No. 309800005
- C. Treasurer
  - 1. Fill Account Clerk, Position No. 100100033
- D. County Attorney
  - 1. Create and Fill a Paralegal, Position No. 022000003

#### 9. OLD AND NEW BUSINESS

- A. Appointing the Planning Director to Serve as the Certifying Officer for the County in Regards to the Environmental Review for the Community Development Block Grant (CDBG) Programs (Res)
- B. Closing the Multi-Use Trail Capital Project (Res)
- C. Authorizing the Chair to Sign a Contract with the Workforce Development Board for a Sublease Agreement for Space in the One-Stop Career Center (Res)
- D. Authorizing the County Administrator and CountyTreasurer to Pay the City of Ogdensburg what is Owed as a Result of the Decision by the New York State Supreme Court of Appeals on the Real Property Matter (Res) (Note: This resolution was tabled at the June Full Board Meeting and will need a motion to remove it from the table.)

#### 10. COMMITTEE REPORTS

- A. Cornell Cooperative Extension Board (Denesha)
- B. Fish and Wildlife Management Board, Region 6 (Sheridan)
- 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 (Perkins/Webster)
- H. St. Lawrence River Valley Redevelopment Agency (RVRDA) (Forsythe)
- I. St. Lawrence County Chamber of Commerce (Webster)
- J. Soil & Water Conservation District Board of Directors (Burke/Haggard)

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

#### 11. EXECUTIVE SESSION

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

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

12. ADJOURNMENT – If there is no further business.

Finance Committee: 6-26-2023

RESOLUTION NO.
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## AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH USHERWOOD OFFICE TECHNOLOGY FOR A COLOR PRINTER FOR THE REAL PROPERTY TAX SERVICES

By Mr. Gennett, Chair, Finance Committee

**WHEREAS,** Resolution No. 257-2021 authorized a contract with Usherwood Office Technology to provide a Multi-Function Device (MFD) and Print Management Program for St. Lawrence County Government, and

**WHEREAS,** the Agreement was for a total of sixty-five (65) units and began the date of installation on March 9, 2022, and will continue to run for forty-eight (48) months until March 9, 2026, for a base cost of \$6,220 per month (CD016804 42102 MSPC), and

WHEREAS, as the space, services, and needs of the County change over time there are instances in which additional MFP units that integrate with the current fleet and software are necessary, and

WHEREAS, the Real Property Tax Services is in need of a color printer and would like to contract with Usherwood Office Technology for an HP E45028DN color printer, and this contract will end with the main Agreement mentioned above, and at that time a reassessment of County MFP needs will be conducted, and

WHEREAS, the cost of this printer will be \$55.25 per month or \$663 annually (R1013554 42101) from the 2023 Budget for Real Property, and the average annual revenue is \$576, and

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign a contract with Usherwood Office Technology for a color printer for the Real Property Tax Services, upon approval of the County Attorney.

Finance Committee: 6-26-2023

RESOL	UTION	NO	
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# AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH PARADIGM SOFTWARE TO UPGRADE THE SCALE MANAGEMENT AND THE CREDIT CARD PAYMENT SOFTWARE AND MODIFYING THE 2023 BUDGET FOR THE SOLID WASTE DEPARTMENT

By Mr. Gennett, Chair, Finance Committee

WHEREAS, the St. Lawrence County Solid Waste Department is an enterprise fund that contracts with Paradigm Software for specialized software which is used by transfer stations throughout the three-County region, and

WHEREAS, credit and debit cards are accepted for payment at the four (4) transfer stations in St. Lawrence County, and

WHEREAS, the Weighpay module of the Paradigm software is required to update credit card processing,

WHEREAS, the cost of initial setup and implementation of the software is \$5,936, and

WHEREAS, the flat monthly service fees total \$1,670, which represents a three percent (3%) credit card processing fee to be paid by the customer,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign a contract with Paradigm Software to upgrade the Scale Management and Credit Card Payment Software, upon approval of the County Attorney, and

**BE IT FURTHER RESOLVED** that the Treasurer is authorized to modify the 2023 Budget for the Solid Waste Department, as follows:

#### **DECREASE RETAINED EARNINGS:**

05TG0909 50300

Retained Earnings

\$15,957

#### **INCREASE APPROPRIATED FUND BALANCE:**

05TG0599 50300

EL Fund Bal, Appropriated

\$15,957

#### **INCREASE APPROPRIATIONS:**

WO081604 42004

W OPR Computer Software

\$15,957

Finance Committee: 7-26-2023

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

## ESTABLISHING THE WORKFORCE INNOVATION AND OPPORTUNITY ACT BUDGET FOR PROGRAM YEAR 2023

By Mr. Gennett, Chair, Finance Committee

WHEREAS, St. Lawrence County is the designated Grant Recipient for Workforce Innovation and Opportunity Act funds and establishes budgets in accordance with obligations received, and

WHEREAS, St. Lawrence County has been provided with funding levels by New York State for WIOA formula funds and TANF funds, and

WHEREAS, total funds anticipated for Program Year 2023 (July 1, 2023 to June 30, 2024) are \$1,555,223, and

**WHEREAS**, the St. Lawrence County Workforce Development Board approved the budget at their June 14, 2023 meeting,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Treasurer to establish the Workforce Innovation and Opportunity Act Budget, as follows:

CATEGORY	<u>2022</u>	<u>2023</u>
Administration	\$112,492	\$117,518
Title I Adult	\$349,123	\$340,147 \$390,209
Youth	\$400,192 \$263,117	\$390,209 \$327,306
Dislocated Workers Trade Adjustment Assistance Rapid Response Training	\$49,000	Ψ321,500
Temporary Assistance for Needy Families	\$373,270	\$380,043
Total Appropriations	\$1,547,194	\$1,555,223
Total Revenue	\$1,547,194	\$1,555,223

**BE IT FURTHER RESOLVED** that any remaining funds will be rolled over to future budgets until fully expended.

#### Administrative Pool July 1, 2023 - June 30, 2024

		July 1, 2023 - June 30, 2024		
		*	PY 2	23 Budget
UG362901	12000	Supervisory/Admin	\$	32,632
UG362901	14000	Clerical	\$	22,227
UG362901	19000	Temperary Workers		
UG362901	19501	Longevity Pay	\$	815
UG362901	19502	Vacation Payout		
UG362901	19510	Vacation Buyback	\$	
		Personnel	\$	55,674
UG362904	40700	Rent-Building & Property	\$	4,951
UG362904	41100	Professional Education	\$	381
UG362904	41400	Liability & Other Insurance	\$	227
UG362904	41901	Central Printing	\$	152
UG362904	42000	Office Supplies & Expense	\$	487
UG362904	42002	Copying Expense	\$	152
UG362904	42300	Telephone	\$	320
UG362904	42400	Postage	\$	282
UG362904	42600	Books & Periodicals	\$	76
UG362904	42700	Memberships & Dues	\$	480
UG362904	43005	Advertising	\$	457
UG362904	430WI	WIB Expenditures	\$	11,081
UG362904	44300	Mileage Reimbursement	\$	152
UG362904	44500	Other Travel Reimbursement	\$	152
UG362904	47800	DP Charges	\$	6,649
UG362904	49900	Miscellaneous Expense	\$	152
		Contractual Expense	\$	26,151
UG362908	81000	Retirement	\$	6,585
UG362908	83000	Social Security	\$	4,259
UG362908	84000	Workmens Compensation	\$	1,426
UG362908	84500	Group Life Insurance	\$	93
UG362908	86000	Hospital & Medical Insurance	\$	22,445
UG362908	86500	Dental Insurance	\$	675
UG362908	89000	Vision	\$	210
	.8	Employee Benefits	\$	35,693
		Total Core & Intensive Services	\$	117,518
		Total Administrative	\$	117,518
UG347905	57000	Total Revenue	\$	117,518

#### Title I - Adult July 1, 2023 - June 30, 2024

		July 1, 2023 - Julie 30, 2024		
			PY 2	3 Budget
UA362911	11000	Dir. Services Worker	\$	52,848
UA362911	12000	Supervisory/Administration	\$	27,416
UA362911	14000	Clerical	\$	15,677
UA362911	19501	Longevity Pay	\$	158
UA362911	19502	Vacation Payout	\$	6,254
UA362911	19510	Vacation Buyback	\$	-
UA362911	19550	Health Insurance Buyout	\$	1,200
	.1	Personnel	\$	103,553
UA362914	40700	Rent-Building & Property	\$	9,930
UA362914	41100	Professional Education	\$	763
UA362914	41400	Liability & Other Insurance	\$	456
UA362914	41901	Central Printing	\$	305
UA362914	42000	Office Supplies & Expense	\$	977
UA362914	42002	Copying Expense	\$	305
UA362914	42300	Telephone	\$	641
UA362914	42400	Postage	\$	565
UA362914	42600	Books & Periodicals	\$	153
UA362914	42700	Memberships & Dues	\$	962
UA362914	43005	Advertising	\$	916
UA362914	430OP	One-Stop Operator		
UA362914	430WI	WIB Expenditures	\$	22,224
UA362914	44300	Mileage Reimbursement	\$	305
UA362914	44500	Other Travel Reimbursement	\$	305
UA362914	47800	DP Charges	\$	13,334
UA362914	49900	Miscellaneous Expenses	\$	305
	.4	Contractual Expenses	\$	52,446
UA362918	81000	Retirement	\$	12,149
UA362918	83000	Social Security	\$	7,921
UA362918	84000	Workmens Compensation	\$	2,652
UA362918	84500	Group Life Insurance	\$	186
UA362918	86000	Hospital & Medical Insurance	\$	28,754
UA362918	86500	Dental Insurance	\$	1,353
UA362918	89000	Vision	\$	461
	.8	Employee Benefits	\$	53,476
		Total Core & Intensive Services	\$	209,474

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#### Training Services

UA362924 UA362924 UA362924 UA362924	461LI 461OJ 461PM 461TU .461	Liability Insurance OJT Employer Reimbursement Participant Travel Adult Tuition/Books/Fees Training	\$ \$ \$ \$	500 34,833 735 94,604 130,672
		Total Training Services	\$	130,672
UA347905	57000	Total Title I Adult Appropriations Total Title I Adult Revenue	\$ \$	340,147 340,147
		Youth		
		July 1, 2023 - June 30, 2024		
			PY	23 Budget
UC362911	11000	Dir. Services Worker	\$	49,304
UC362911	12000	Supervisory/Administration	\$	20,512
UC362911	14000	Clerical	\$	16,522
UC362911	19501	Longevity Pay	\$	131
UC362911	19502	Vacation Payout	\$	6,254
UC362911	19510	Vacation Buyback	\$	-
UC362911	19550	Health Insurance Buyout	\$	1,250
	.1	Personnel	\$	93,973
UC362914	40700	Rent-Building & Property	\$	9,061
UC362914	41100	Professional Education	\$	697
UC362914	41400	Liability & Other Insurance	\$	416
UC362914	41901	Central Printing	\$	279
UC362914	42000	Office Supplies & Expense	\$	892
UC362914	42002	Copying Expense	\$	279
UC362914	42300	Telephone	\$	585
UC362914	42400	Postage	\$	515
UC362914	42600	Books & Periodicals	\$	139
UC362914	42700	Memberships & Dues	\$	878
UC362914	43005	Advertising Fees	\$	836
UC362914	430WI	WIB Expenses	\$	20,279
UC362914	430OP	One-Stop Operator		
UC362914	44300	Mileage Reimbursement	\$	279
UC362914	44500	Other Travel Reimbursement	\$	279
UC362914	47800	DP Charges	\$	12,168
UC362914	49900	Miscellaneous Expenses	\$	279
	.4	Contractual Expenses	\$	47,861

UC362918	81000		Retirement	\$	11,025
UC362918	83000		Social Security	\$	7,189
UC362918	84000		Workmens Compensation	\$	2,406
UC362918	84500		Group Life Insurance	\$	170
UC362918	86000		Hospital & Medical Insurance	\$	25,688
UC362918	86500		Dental Insurance	\$	1,235
UC362918	89000		Vision	\$	419
0 0002710	.8		Employee Benefits	\$	48,132
	.0		Zimprogee Zenejite	*	10/10=
			Total Core & Intensive Services	\$	189,967
Training Ser	vices				
UC362924	461LI		Liability Insurance	\$	479
UC362924	461SC	OOS	Sub-Contracts - Out School	\$	343
UC362924	461SC	IS	Sub-Contracts - In School	4	
UC362924	461TU	OOS	Tuition Out School	\$_	64,987
UC362924	461TU	IS	Tuition In School	- 6	52,75
UC362924	461HP	OOS	Participant Medicals Out School	\$	400
UC362924	461HP	IS	Participant Medicals In School	\$	100
UC362924	461PM	OOS	Participant Mileage Out School	\$	2,050
UC362924	461PM	IS	Participant Mileage In School	\$	250
UC362924	461PU	OOS	Participant Uniforms Out School	\$	375
UC362924	461PU	IS	Participant Uniforms In School	\$	125
UC362924	461IN	OOS	Incentive Payments Out School	\$	5,250
UC362924	461IN	IS	Incentive Payments In School	\$	1,750
UC362924	461OJ	OOS	On The Job Training Out School	\$	25,890
UC362924	461PW	IS	Participant Wage In School	\$	13,087
UC362924	461PW	OOS	Participant Wage Out School	\$	74,158
UC362924	81000	IS	Participant Fringe Retirement	\$	500
UC362924	81000	OOS	Participant Fringe Retirement	\$	1,500
UC362924	83000	IS	Participant Fringe Social Security	\$	1,669
UC362924	83000	OOS	Participant Fringe Social Security	\$	5,006
UC362924	84000	IS	Participant Fringe Workers Comp	\$	667
UC362924	84000	OOS	Participant Fringe Workers Comp	\$	2,000
	.461		Training	\$	200,243
			Total Youth Appropriations	\$	390,209
UC347905	57000		Total Youth Revenue	\$	390,209
0 00 17 700	07000		Islan Islam Revenue	Ψ	370,207
			Dislocated Worker		
			July 1, 2023 - June 30, 2024		
				PY 2	23 Budget
UE362911	11000		Dir. Services Worker	\$	46,621
UE362911	12000		Supervisory/Administration	\$	22,135
UE362911	14000		Clerical	\$	14,763
UE362911	19501		Longevity Pay	\$	171
UE362911	19502		Vacation Payout	\$	3,127
UE362911	19510		Vacation Buyback	\$	1.23
UE362911	19550		Health Insurance Buyout	\$	1,050
	.1		Personnel	\$	87,867

UE362914	40700	Rent-Building & Property	\$	8,579	
UE362914	41100	Professional Education	\$	659	
UE362914	41400	Liability & Other Insurance	\$	394	
UE362914	41901	Central Printing	\$	264	
UE362914	42000	Office Supplies & Expense	\$	844	
UE362914	42002	Copying Expense	\$	264	
UE362914	42300	Telephone	\$	554	
UE362914	42400	Postage	\$	488	
UE362914	42600	Books & Periodicals	\$	132	
UE362914	43005	Advertising	\$	791	
UE362914	430WI	WIB Expenditures	\$	19,199	
UE362914	430OP	One Stop Operator	\$	:40	
UE362914	42700	Memberships & Dues	\$	831	
UE362914	44300	Mileage Reimbursement	\$	264	
UE362914	44500	Other Travel Reimbursement	\$	264	
UE362914	47800	DP Charges	\$	11,519	
UE362914	49900	Miscellaneous Expenses	\$	264	
	.4	Contractual Expenses	\$	45,310	
UE362918	81000	Retirement	\$	10,308	
UE362918	83000	Social Security	\$	6,722	
UE362918	84000	Workmens Compensation	\$	2,250	
UE362918	84500	Group Life Insurance	\$	161	
UE362918	86000	Hospital & Medical Insurance	\$	26,016	
UE362918	86500	Dental Insurance	\$	1,169	
UE362918	89000	Vision	\$	394	
	.8	Employee Benefits	\$	47,020	
		1 0			
		Total Core & Intensive Services	\$	180,197	
Training Se	rvices				
UE362924	461DC	Day Care	\$	120	
UE362924	461HP	Participant Physicals	\$	44.0	
UE362924	461LI	Liability Insurance	\$	410	
UE362924	461PM	Participant Travel Dislocated	\$	342	
UE362924	461FE	Fees For Services			
UE362924	461OJ	OJT Employer Reimbursement	\$	43,332	
UE362924	461TU	Tuition/Books/Fees	\$	103,025	
	.461	Sub-Contracts	\$	147,109	
		Total Training Services	\$	147,109	F:
		Total Title I Dislocated Appropriations	\$	327,306	
UE347905	57000	Total Title I Dislocated Revenue	\$	327,306	
0 2011 700	0,000		4	,	

#### One Stop Career Center Costs July 1, 2023 - June 30, 2024

			PY 2	3 Budget
UD362911 UD362911 UD362911	11000 12000 14000	Dir. Services Worker Supervisory/Administration Clerical	\$	-
UD362911	19501	Longevity Pay		
		Personnel	\$	
UD362914	40700	Rent-Building & Property	\$	80,598
UD362914	41901	Central Printing		
UD362914	41902	Commercial Printing		
UD362914	42000	Supplies		
UD362914	42001	Admin Computer Supplies		
UD362914	41901	Central Printing		
UD362914	42002	Copying Expense	\$	300
UD362914	42300	Telephone	\$	700
UD362914	42600	Books & Periodicals		
UD362914	430WI	WIB Expenditures		
UD362914	43005	Advertising		
UD362914	47802	D.P. Charges	Ф	01 500
		Contractual Expense	\$	81,598
UD362918	81000	Retirement		
UD362918	83000	Social Security		
UD362918	84000	Workers Compensation		
UD362918	84500	Group Life Insurance		
UD362918	86000	Hospital & Medical Insurance		
UD362918	86500	Dental Insurance		
UD362918	89000	Vision		
	0.8	Employee Benefits	\$	12
		Total Appropriations	\$	81,598
		Total Revenue		

#### TANF Program May 1, 2023 - September 30, 2023

		May 1, 2023 - September 30, 2023		
			PY 2	3 Budget
UY362911	11000	Dir. Services Worker	\$	16,190
UY362911	12000	Supervisory/Admin	\$	6,550
UY362911	14000	Clerical	\$	4,711
UY362911	19000	Temporary		
UY362911	19501	Longevity Pay	\$	-
UY362911	19502	Vacation Payout	\$	-
UY362911	19510	Vacation Buyback		
UY362911	19550	Health Insurance Buyout	\$	500
	.1	Personnel	\$	27,951
UY362914	40700	Rent	\$	5,425
UY362914	41100	Educational Workshops/Training Supplies		
UY362914	41400	Liability & Other Insurance	\$	136
UY362914	41901	Central Printing	\$	500
UY362914	42000	Office Supplies & Expense	\$	203
UY362914	42001	Computer Supplies		
UY362914	42002	Copying Expense	\$	136
UY362914	42300	Telephone	\$	271
UY362914	42400	Postage	\$	237
UY362914	42600	Books & Periodicals		
UY362914	42700	Membership Dues	\$	407
UY362914	43005	Advertising Fees & Expense	\$	1,150
UY362914	430FE	Fee for Service	\$	20,178
UY362914	430WI	WIB Expenditures	\$	8,815
UY362914	430OP	One Stop Operator	\$	ž.
UY362914	44300	Mileage Reimbursement	\$	2,600
UY362914	44500	Other Travel Reimbursement	\$	2 <b></b>
UY362914	47800	DP Charges	\$	4,918
UY362914	49900	Miscellaneous Expense	\$	1,000
	.4	Contractual Expense	\$	45,976
		1		

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UY362918	81000	Retirement	\$	3,304
UY362918	83000	Social Security	\$	2,154
UY362918	84000	Workmens Compensation	\$	721
UY362918	84500	Group Life Insurance	\$	55
UY362918	86000	Hospital & Medical Insurance	\$	7,687
UY362918	86500	Dental Insurance	\$	404
UY362918	89000	Vision	\$	137
	.8	Employee Benefits	\$	14,462
UY362924	461FE	Fee for Service	\$	1,504
UY362924	461SC	Sub Contracts	\$	8,400
UY362924	461HP	Participant Medicals	\$	1,000
UY362924	81000	Participant Retirement	\$	2,000
UY362924	83000	Participant FICA	\$	12,266
UY362924	84000	Participant W/C	\$	3,976
UY362924	461IN	Participant Incentives	\$	27,000
UY362924	461PW	Participant Wage	\$	178,721
		Paticipant Payments	\$	234,867
		Total Appropriations	\$	323,257
UY347905	57000	Total Revenue	\$	323,257
		TANF Administrative		
		May 1, 2023 - September 30, 2023		
			PY 2	23 Budget
UY362901	11000	Dir. Services Worker		
UY362901	12000	Supervisory/Admin	\$	8,474
UY362901	14000	Clerical	\$	6,244
UY362901	19000	Temporary		
UY362901	19501	Longevity Pay	\$	212
	19301	0 )	Ψ	212
UY362901	19501	Vacation Payout	Ψ	212
UY362901 UY362901		ŭ , , ,	Ψ	212
	19502	Vacation Payout	\$	14,930
	19502 19510 .1 40700	Vacation Payout Vacation Buyback		
UY362901 UY362904 UY362904	19502 19510 .1 40700 41100	Vacation Payout Vacation Buyback Personnel  Rent Educational Workshops/Training Supplies	\$	14,930
UY362901 UY362904 UY362904 UY362904	19502 19510 .1 40700 41100 41400	Vacation Payout Vacation Buyback Personnel  Rent Educational Workshops/Training Supplies Liability & Other Insurance	\$ \$	14,930
UY362901 UY362904 UY362904 UY362904 UY362904	19502 19510 .1 40700 41100 41400 41901	Vacation Payout Vacation Buyback Personnel  Rent Educational Workshops/Training Supplies Liability & Other Insurance Central Printing	\$ \$ \$ \$	14,930 2,574 64
UY362901 UY362904 UY362904 UY362904 UY362904 UY362904	19502 19510 .1 40700 41100 41400 41901 42000	Vacation Payout Vacation Buyback Personnel  Rent Educational Workshops/Training Supplies Liability & Other Insurance Central Printing Office Supplies & Expense	\$ \$	14,930 2,574
UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904	19502 19510 .1 40700 41100 41400 41901 42000 42001	Vacation Payout Vacation Buyback Personnel  Rent Educational Workshops/Training Supplies Liability & Other Insurance Central Printing Office Supplies & Expense Computer Supplies	\$ \$ \$ \$ \$	14,930 2,574 64 - 97
UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904	19502 19510 .1 40700 41100 41400 41901 42000 42001 42002	Vacation Payout Vacation Buyback Personnel  Rent Educational Workshops/Training Supplies Liability & Other Insurance Central Printing Office Supplies & Expense Computer Supplies Copying Expense	\$ \$ \$ \$ \$	14,930 2,574 64 - 97
UY362901 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904	19502 19510 .1 40700 41100 41400 41901 42000 42001 42002 42300	Vacation Payout Vacation Buyback Personnel  Rent Educational Workshops/Training Supplies Liability & Other Insurance Central Printing Office Supplies & Expense Computer Supplies Copying Expense Telephone	\$ \$ \$ \$ \$	14,930 2,574 64 - 97 64 129
UY362901 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904	19502 19510 .1 40700 41100 41400 41901 42000 42001 42002 42300 42400	Vacation Payout Vacation Buyback Personnel  Rent Educational Workshops/Training Supplies Liability & Other Insurance Central Printing Office Supplies & Expense Computer Supplies Copying Expense Telephone Postage	\$ \$ \$\$\$ \$\$\$	14,930 2,574 64 - 97 64 129 113
UY362901 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904	19502 19510 .1 40700 41100 41400 41901 42000 42001 42002 42300 42400 42700	Vacation Payout Vacation Buyback Personnel  Rent Educational Workshops/Training Supplies Liability & Other Insurance Central Printing Office Supplies & Expense Computer Supplies Copying Expense Telephone Postage Memberships & Dues	\$ \$ \$\$\$ \$\$\$\$	14,930 2,574 64 - 97 64 129 113 193
UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904	19502 19510 .1 40700 41100 41400 41901 42000 42001 42002 42300 42400 42700 43005	Vacation Payout Vacation Buyback Personnel  Rent Educational Workshops/Training Supplies Liability & Other Insurance Central Printing Office Supplies & Expense Computer Supplies Copying Expense Telephone Postage Memberships & Dues Advertising Fees & Expense	\$ \$ \$\$\$ \$\$\$\$	14,930 2,574 64 - 97 64 129 113 193 650
UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904	19502 19510 .1 40700 41100 41400 41901 42000 42001 42002 42300 42400 42700 43005 430FE	Vacation Payout Vacation Buyback Personnel  Rent Educational Workshops/Training Supplies Liability & Other Insurance Central Printing Office Supplies & Expense Computer Supplies Copying Expense Telephone Postage Memberships & Dues Advertising Fees & Expense Fee for Service	\$ \$ \$\$\$ \$\$\$\$\$	14,930 2,574 64 - 97 64 129 113 193 650 21,863
UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904	19502 19510 .1 40700 41100 41400 41901 42000 42001 42002 42300 42400 42700 43005 430FE 430WI	Vacation Payout Vacation Buyback Personnel  Rent Educational Workshops/Training Supplies Liability & Other Insurance Central Printing Office Supplies & Expense Computer Supplies Copying Expense Telephone Postage Memberships & Dues Advertising Fees & Expense Fee for Service WIB Expenditures	\$ \$ \$\$\$ \$\$\$\$	14,930 2,574 64 - 97 64 129 113 193 650
UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904	19502 19510 .1 40700 41100 41400 41901 42000 42001 42002 42300 42400 42700 43005 430FE 430WI 44300	Vacation Payout Vacation Buyback Personnel  Rent Educational Workshops/Training Supplies Liability & Other Insurance Central Printing Office Supplies & Expense Computer Supplies Copying Expense Telephone Postage Memberships & Dues Advertising Fees & Expense Fee for Service WIB Expenditures Mileage Reimbursement	\$ \$ \$\$\$ \$\$\$\$\$	14,930 2,574 64 - 97 64 129 113 193 650 21,863
UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904	19502 19510 .1 40700 41100 41400 41901 42000 42001 42002 42300 42400 42700 43005 430FE 430WI 44300 44500	Vacation Payout Vacation Buyback Personnel  Rent Educational Workshops/Training Supplies Liability & Other Insurance Central Printing Office Supplies & Expense Computer Supplies Copying Expense Telephone Postage Memberships & Dues Advertising Fees & Expense Fee for Service WIB Expenditures Mileage Reimbursement Other Travel Reimbursement	\$ \$ \$\$\$ \$\$\$\$\$\$\$\$	14,930 2,574 64 - 97 64 129 113 193 650 21,863 4,185
UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904	19502 19510 .1 40700 41100 41400 41901 42000 42001 42002 42300 42400 42700 43005 430FE 430WI 44300 44500 47800	Vacation Payout Vacation Buyback Personnel  Rent Educational Workshops/Training Supplies Liability & Other Insurance Central Printing Office Supplies & Expense Computer Supplies Copying Expense Telephone Postage Memberships & Dues Advertising Fees & Expense Fee for Service WIB Expenditures Mileage Reimbursement Other Travel Reimbursement	\$ \$ \$\$\$ \$\$\$\$\$\$\$\$	14,930 2,574 64 - 97 64 129 113 193 650 21,863
UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904 UY362904	19502 19510 .1 40700 41100 41400 41901 42000 42001 42002 42300 42400 42700 43005 430FE 430WI 44300 44500	Vacation Payout Vacation Buyback Personnel  Rent Educational Workshops/Training Supplies Liability & Other Insurance Central Printing Office Supplies & Expense Computer Supplies Copying Expense Telephone Postage Memberships & Dues Advertising Fees & Expense Fee for Service WIB Expenditures Mileage Reimbursement Other Travel Reimbursement	\$ \$ \$\$\$ \$\$\$\$\$\$\$\$	14,930 2,574 64 - 97 64 129 113 193 650 21,863 4,185

UY362908	81000	Retirement	\$ 1,725	
UY362908	83000	Social Security	\$ 1,126	
UY362908	84000	Workmens Compensation	\$ 377	
UY362908	84500	Group Life Insurance	\$ 25	
UY362908	86000	Hospital & Medical Insurance	\$ 6,097	
UY362908	86500	Dental Insurance	\$ 182	
UY362908	89000	Vision	\$ 57	
	.8	Employee Benefits	\$ 9,589	
		Total Appropriations	\$ 56,786	
UY347905	57000	Total Revenue	\$ 56,786	

Finance Committee: 6-26-2023

RESOLUTION N	Ю.
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## APPROVING THE NORTH COUNTRY REGIONAL WORKFORCE DEVELOPMENT PLAN AND TWO YEAR MODIFICATION

By Mr. Gennett, Chair, Finance Committee

- WHEREAS, on April 2, 2021 the New York State Department of Labor (NYS DOL) published Technical Advisory #21-02, titled Local and Regional Planning under the Workforce Innovation and Opportunity Act (WIOA), and
- WHEREAS, the Technical Advisory required the three Local Workforce Development Areas (LWDA) of the north country to submit a single workforce development plan for the region for the period July 1, 2021-June 30, 2025, and
- **WHEREAS**, the Regional Plan must be executed by the Chief Elected Official and Workforce Development Board Chairperson for each Local Area, and
- WHEREAS, the Technical Advisory requires that a comment period of no more than 30 days precede execution of the final Regional Plan, and
- WHEREAS, the Regional Plan was made available for public comment from May 28, 2021 through June 11, 2021 by publishing the draft Regional Plan on each Local Area's websites and placed notice of availability of the draft plan in regional newspapers, and no comments were received, and
- **WHEREAS**, on August 1, 2022 the Executive Committee of the St. Lawrence County Workforce Development Board approved the execution of the Regional Plan, and
- **WHEREAS**, at their January 11, 2023 meeting, the St. Lawrence County Workforce Development Board approved the execution of the Regional Plan, and
- WHEREAS, NYS DOL requires that the Regional Plan be reviewed and modified every two years, and
- WHEREAS, the three Local Areas updated the Regional Plan and published the modifications for public comment on their websites and in regional newspapers, and no comments were received, and
- **WHEREAS**, on June 14, 2023 the St. Lawrence County Workforce Development Board approved the two year modification of the Regional Plan,
- **NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators approve the Regional Plan and the two year modification.

Finance Committee: 6-26-2023

RESOLUTION NO.	RESOL	LUTION	NO.	
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#### APPROVAL OF PAYMENT IN LIEU OF TAXES AGREEMENT IN RELATION TO SOLAR PROJECT ON PARCEL 74.003-2-8./1 LOCATED AT 6578 COUNTY ROUTE 27 IN THE TOWN OF CANTON

By Mr. Gennett, Chair, Finance Committee

WHEREAS, Grass River Solar LLC (the "Company") intends to build and operate a solar energy system as defined by the New York State Real Property Tax Law Section 487 (the "Project") located at 6578 County Route 27 in the Town of Canton, St. Lawrence County, New York (Tax Parcel No. 74.003-2-8./1), and

WHEREAS, for those Taxing Jurisdictions that have not opted out of RPTL Section 487; pursuant to RPTL Section 487(9)(a), such a Taxing Jurisdiction could indicate its intent to require a PILOT Agreement with the developer, under which the developer (or any successor owner of the Project) will be required to make annual payments to the Taxing Jurisdiction for each year during the term of the PILOT Agreement, and

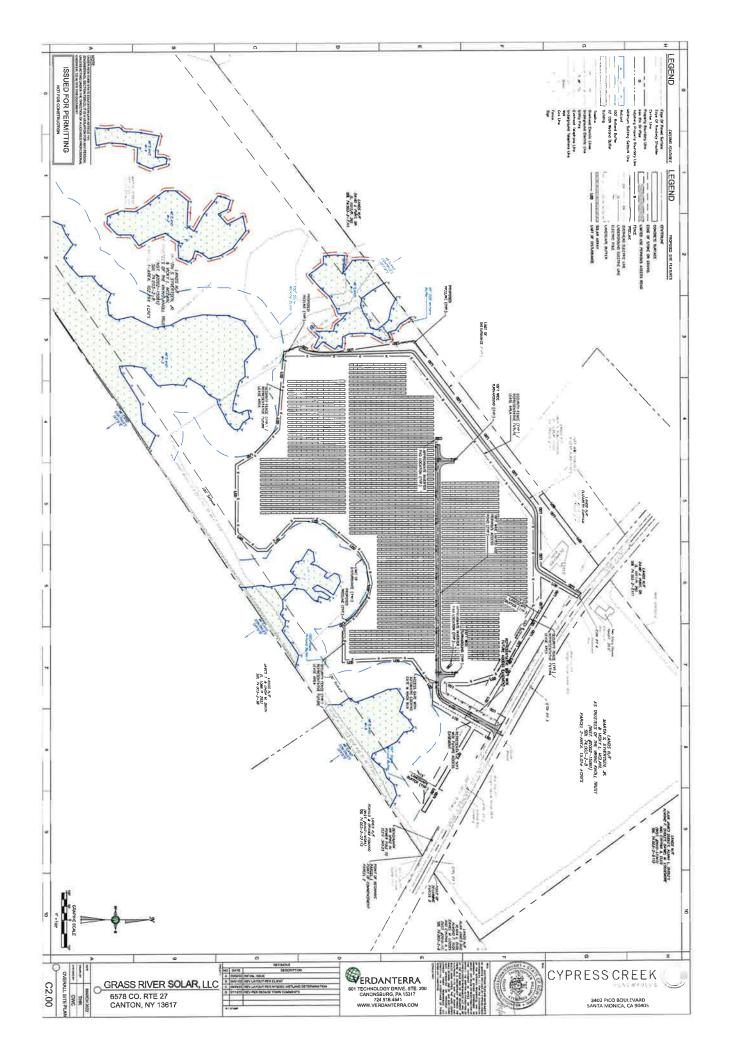
**WHEREAS**, the Industrial Development Agency will manage the PILOT negotiation process for St. Lawrence County with developers of such solar energy systems, and

**WHEREAS,** the Company seeks to enter into a payment in lieu of tax agreement with St. Lawrence County pursuant to the following terms:

- Fifteen-year payment in lieu of tax agreement pursuant to Real Property Tax Law Section 487
- \$5,000 per MW payment to the affected jurisdictions, increasing two percent (2%) annually during the term of the agreement billed in reverse order starting with the highest payment in year one; and distributed to St. Lawrence County, Canton Central School District, and Town of Canton based on their pro-rata property tax distribution

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators approves payment in lieu of taxes agreement in relation to a solar project on parcel 74.003-2-8./1, located at 6578 County Route 27 in the Town of Canton, and

**BE IT FURTHER RESOLVED** that the Board of Legislators authorizes the Industrial Development Agency to finalize for the execution of a payment by the County in lieu of tax agreement pursuant to the terms set forth above and to administer the billing and collection for the County for the term of the PILOT, upon approval of the County Attorney.



Finance Committee: 6-26-2023

RESOLUTION NO.	

### OPPOSING THE "ALL ELECTRIC BUILDING ACT" AS INCLUDED IN THE 2024 NEW YORK STATE BUDGET

By Mr. Gennett, Chair, Finance Committee Co-Sponsored by Mr. Smithers, District 5 and Mr. Perkins, District 7

WHEREAS, as part of the \$229 billion State budget agreement, New York State became the first State in the Country to ban the use of natural gas and other fossil fuels in new homes and buildings slated to begin as early as 2026, and

WHEREAS, natural gas is widely used in the United States, and according to 2020 data from the U.S. Department of Energy, sixty-one percent (61%) of American households used natural gas for either space heating, water heating or cooking in 2020, and that number is higher in the Northeast where sixty-seven percent (67%) of homes use gas, including fifty-two percent (52%) in New York State, and

WHEREAS, according to the American Gas Association, the direct use of natural gas is ninety-two percent (92%) efficient from production to customers which underscores how important it is to look at how energy is produced and delivered when looking to define energy efficiency, and

WHEREAS, natural gas plays a critical role in ensuring Americans have access to affordable and reliable energy, and consumers should have the choice to use this abundant fuel source for their appliances, and

WHEREAS, in Upstate New York, where power outages often occur during winter snow storms, ice storms, and wind, this ban is anticipated to put households at risk by not having heating or cooking sources available during emergency situations, and forcing citizens to rely on unreliable sources of power, and

WHEREAS, there are legitimate concerns this ban may cause a tremendous strain on the electric grid, as well as driving up utility and construction costs,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators opposes the All Electric Building Act as included in the 2024 New York State Budget, and

**BE IT FURTHER RESOLVED** that certified copies of this resolution be forwarded to Governor Kathy Hochul; Senator Mark Walczyk; Senator Dan Stec; Assemblyman Ken Blankenbush; and Assemblyman Scott Gray.

## St. Lawrence County Vacancy Authorization Form

## Highway

					A STATE OF THE PARTY OF THE PAR
Type: Fill	ె	Motor Equipment C	perator		
Subunit (If Applicable)	1		Date Submitted: 5/18/202	23	
Reason Vacated: Pror	motion		Position Number: 310000	033	
Date Vacated: 5/27/202	23		Position # Abolished:		
Position Will Be: Fullting	me 💽	]	Last Fill Date: 7/25/2020		
Jurisdictional Class: No	on-Competitive	⊡	Appointee Will Be: Pern	nanent	$\overline{\ }$
Hrs Per Week: 40	Shift Length	n:8 🔽 FTE:1.00			
2		Budget			
Salary of Person Leav	ing: \$42,842		Fill Request Timeline: Imm	ediately	
Benefits: Yes (51.44%)	) \$2	2,038	Revenue Generating: No	0 0	%
Base Salary: \$39,966			Reimbursed by Local, State or Federal Funds: No.	0 0	%
Base Hourly: \$19.21			State of Fodoral Failus.		
Grade: 18	N	lot County Cost: \$4	24 000		
		let County Cost: \$6 st is calculated from salary of pers	,		
		Detailed Justi	fication		
need to fill the positi	ion. Please i		s not filled? Please provide, vided, if it is mandated, num not filled.		
snow plow trucks and maintenance. Due to Highways operations.	I equipment. the need to The MEO	This position is also n mechanize operations position's duties also ir	equires a CDL, is needed for read construction, MEO positions reflect actured to limited to position is needed to mainta	n and ual Depa n, tree cu	artment of utting,
Department Hea	d: Ω	A. Chanlops			roved?
				_	No
County Administr	rator:		Resolution #	<b>#:</b>	

#### **Job Qualifications**

For Human Resources Use Only: Job Qualifications Listed here:

MINIMUM QUALIFICATIONS: Graduation from high school, possession of a high school equivalency diploma, or possession of an Individual Education Plan diploma. SPECIAL REQUIREMENT: Must obtain a Class A OR B CDL within Twelve (12) months of appointment, if required by employing agency.

## St. Lawrence County Vacancy Authorization Form

## **Highway**

			The same of the
Type: Fill	Motor Equipment I	Mechanic	
Subunit (If Applicable):		Date Submitted: 5/18/2023	
Reason Vacated: Other	•	Position Number: 308100005	
Date Vacated: 5/27/2023		Position # Abolished:	
Position Status: Fulltime	•	Last Fill Date: 5/12/2014	
Jurisdictional Class: Non-Co	ompetitive 🔽	Appointee Will Be: Permar	nent 🔽
Hrs Per Week: 40 Shir	ft Length:8 FTE:1.00	>	
	Budget		
Salary of Person Leaving:	\$59,186	Fill Request Timeline: Immedi	ately 🔽
Benefits: Yes (51.44%)	\$30,445	Revenue Generating: No	0 %
Base Salary: \$49,734		Reimbursed by Local, State or Federal Funds: <sup>No</sup>	0 %
Base Hourly: \$23.91		ciate of Fouciar Farings.	
Grade: 24	Not County Cost: \$	200 624	
*Net	Net County Cost: \$ t County Cost is calculated from salary of pe	,	
	Detailed Just	ification	•.
need to fill the position. I		is not filled? Please provide, in ovided, if it is mandated, number s not filled.	
This position is responsible as the fleet of county vehicles		of road and construction equipn	nent as well
Department Head:	Doel R. Chamber		<b>Approved?</b> es  □ No  □
County Administrato	r:	Resolution #:	

#### **Job Qualifications**

For Human Resources Use Only: Job Qualifications Listed here:

#### MINIMUM QUALIFICATIONS: Either:

- (A) Graduation from a regionally accredited or New York State registered technical school or community college with an Associate's Degree or certificate in automotive equipment technology or mechanics; OR
- (B) Graduation from a high school, technical or vocational program in motor equipment mechanics and one (1) year of experience in an automotive repair shop performing repair and maintenance of motor equipment under the supervision or direction of a higher level mechanic; OR
- (C) Two (2) years of experience in an automotive repair shop performing repair and maintenance of motor equipment under the supervision or direction of a journey level mechanic.

#### SPECIAL REQUIREMENTS:

- 1. Must obtain a Class A CDL within Twelve (12) months of appointment, if required by employing agency.
- 2. Possession of a Motor Vehicle Inspector's Certificate issued by the State Department of Motor Vehicles if required by the employing agency.

## St. Lawrence County Vacancy Authorization Form

## **Highway**

Type: Fill	erator/Labor Crewleader
Subunit (If Applicable):	Date Submitted: 5/9/2023
Reason Vacated: Retirement	Position Number: 311400003
Date Vacated: 5/26/2023	Position # Abolished:
Position Status: Fulltime	Last Fill Date: 6/27/2020
Jurisdictional Class: Non-Competitive	Appointee Will Be: Permanent
Hrs Per Week: 40 Shift Length:8 → FTE: 1.00	)
Buc	dget
Salary of Person Leaving: \$62,875	Fill Request Timeline: Immediately
Benefits: Yes (51.44%) \$32,343	Revenue Generating: No 0 %
Base Salary: \$51,624	Reimbursed by Local, State or Federal Funds: No 0 %
Base Hourly: \$24.82	State of Federal Fullus.
Grade: 25  Net County Co *Net County Cost is calculated from sala	
Detailed J	lustification
What is the impact on your department if this position. Please include the service (clients) affected, and what you will do if the position.	ce provided, if it is mandated, number of people
The Heavy Equipment Operator/Labor Crewleade work crews throughout the year. This involves directive removal and trimming as well as other highwasafe and efficient operation of heavy automotive edegree of skill.	ecting and leading the work of crews engaged in any projects. This position is also responsible for the
Department Head: Duel R. Cheales	Approved?
- In the second of the second	Yes No No
County Administrator:	Resolution #:

#### **Job Qualifications**

For Human Resources Use Only:

Job Qualifications Listed here: MINIMUM QUALIFICATIONS: Graduation from high school or possession of a high school equivalency diploma and three years of experience in the operation of highway construction and maintenance equipment which shall have included tree felling, trimming, topping or pruning. SPECIAL REQUIREMENT: Possession of a valid New York State driver's license for vehicles over 26,000 lbs.

## St. Lawrence County Vacancy Authorization Form

## **Solid Waste**

				The state of the s	Contract of
Type: Fill	<b>→</b> H	leavy Equipment O	)perator		
Subunit (If Applicable)	<b>)</b> :		Date Submitted: 5/3/2023	3	
Reason Vacated: Terr	mination	•	Position Number: 309800	0005	
Date Vacated: 5/17/2023	3		Position # Abolished:		
Position Status: Fullting	me 🔽		Last Fill Date: 10/5/2021		
Jurisdictional Class: No	on-Competitive	▼	Appointee Will Be: Perr	manent	
Hrs Per Week: 40	Shift Length:	3 → FTE:1.00			
		Budget			
Salary of Person Leav	'ing: \$45,719		Fill Request Timeline: Imm	nediately 🔽	
Benefits: Yes (51.44%)	) \$23,5	518	Revenue Generating: No	0 0 %	
Base Salary: \$42,357		1	Reimbursed by Local, State or Federal Funds: <sup>No</sup>	0 0 %	
Base Hourly: \$20.37		`	State of Federal Fullus.		
Grade: SWD2		t County Cost: \$69 s calculated from salary of person			<b>=</b> 3
Detailed Justification					
need to fill the position	ion. Please incl	ment if this position is lude the service provid Il do if the position is n	not filled? Please provide, ded, if it is mandated, num not filled.	, in detail, the nber of people	; e
The Department is fre vacant position would (4) Solid Waste transf	l severely impe	staffed due to military de the ability to provid	and medical leaves. Failu de adequate customer serv	ure to fill this vice at the for	ur
This position is neede and Solid Waste trans		ce with New York Sta	te DEC regulation for lead	hate disposa	1
Department Head	d: Doelk	? Ohinless		<b>Approv</b> Yes⊡N	—
County Administr	ator:		Resolution #		

#### **Job Qualifications**

For Human Resources Use Only: Job Qualifications Listed here:

MINIMUM QUALIFICATIONS: Two (2) years of experience in the operation of construction and maintenance equipment.

#### SPECIAL REQUIREMENT:

- Valid New York State Class A license.
- New York State Weigh Master's license obtained within six (6) months of appointment.

### St. Lawrence County Vacancy Authorization Form

### **Treasurer's Office**

**Account Clerk** 

Type: Fill

**County Administrator:** 

Subunit (If Applicable):	Date Submitted: 05/25/2023
Reason Vacated: Promotion	Position Number: 100100033
Date Vacated: 05/14/2023	Position # Abolished:
Position Status: Fulltime	Last Fill Date: 02/09/2021
Jurisdictional Class: Competitive	Appointee Will Be: Contingent-Permanent
Hrs Per Week: 35 Shift Length: 7 FTE: 1.00	
Budget	·
Salary of Person Leaving: \$42,842	Fill Request Timeline: Immediately
Benefits: Yes (51.44%) \$22,038	Revenue Generating: No 0 %
Base Salary: \$37,469	Reimbursed by Local, State or Federal Funds: No 0 %
Base Hourly: \$20.59	
Grade: 16	C4 000
Net County Cost: \$(*Net County Cost is calculated from salary of per	<b>04,880</b> son leaving, if available
Detailed Justi	fication
What is the impact on your department if this position in need to fill the position. Please include the service pro(clients) affected, and what you will do if the position is	vided, if it is mandated, number of people
The Account Clerk title is a key position in the Treasurer waiting on the cashier window in, as well as answering t assistance with tax related issues. The title processes twindow.	elephone inquiries from taxpayers seeking
Additionally, this title is responsible for scanning all chectitle is largely customer service focused, but also provide assigned tasks. This position is crucial to having sufficient	es support to other positions in accomplishing
	A
Department Head:	Approved? Yes⊡ No⊡

Resolution #:

#### **Job Qualifications**

For Human Resources Use Only: Job Qualifications Listed here:

١	ΠN	NIN	ИU.	JM	OL.	JAI	IFIC	:AT	IONS:	Either:

- A) Graduation from high school, possession of a high school equivalency diploma, or possession of an Individual Education Plan diploma and one (1) year of clerical experience which shall have included billing, payroll or bookkeeping/accounting; OR
- B) Graduation from high school, possession of a high school equivalency diploma, or possession of an Individual Education Plan diploma, including or supplemented by coursework in accounting or bookkeeping.

### St. Lawrence County Vacancy Authorization Form

## County Attorney

T١	me:	Create	ጲ	Fill
-1 )	PC.	Oreate	α	-m

#### Paralegal

Subunit (If Applicable):

Date Submitted: 5/30/2023

Reason Vacated: New Position

Position Number: 022000003

Date Vacated:

Position # Abolished:

Position Status: Fulltime

Last Fill Date:

Jurisdictional Class: Competitive

Appointee Will Be: Permanent

Hrs Per Week: 35

Shift Length: 7

FTE: 1.00

#### **Budget**

Salary of Person Leaving:

Fill Request Timeline: Immediately

Benefits: Yes (51.44%)

Revenue Generating: \$27,840

% Nο

Base Salary: \$54,121

Base Hourly: \$29.74

Reimbursed by Local, State or Federal Funds: Yes 81

%

Grade: M2

Net County Cost: \$15,573

\*Net County Cost is calculated from salary of person leaving, if available

#### **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.

On April 5, 2021, the St. Lawrence County Board of Legislators passed Resolution No. 102-2021 which abolished the position of General Counsel to the Department of Social Services, Senior Social Services Attorney, Assistant Social Services Attorney, and Paralegal in the Department of Social Services Legal Unit and recreated these positions as five (5) Assistant County Attorney positions Clerical positions in the former DSS Legal office remained DSS employees with direct supervision provided by the County Attorney.

The County Attorney's Office seeks approval for a Paralegal. A vacancy for an attorney position for almost twelve months has forced the office to find creative ways to handle the workload.

The Paralegal position will allow each attorney more time to present cases that are properly prepared, also providing the attorneys the time needed to meet with caseworkers prior to scheduled court dates. Preparation and review of each case is what our children and families deserve. The outcome will result in less rescheduled or repeated court dates and a higher quality presentation in the court room.

Department	Head:
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Stoplan D. Este

Approved?

Yes□No□

County Administrator:

Resolution #:

### **Job Qualifications**

For Human Resources Use Only: Job Qualifications Listed here:

Job Qualifications Listed here:
MINIMUM QUALIFICATIONS: Either:
A) Graduation from a regionally accredited or New York State registered college with an Associate's Degree in Paralegal Studies; OR
B) Possession of a *Certificate in Paralegal Studies from a program accredited by the New York State Education Department; OR
C) Graduation from high school, possession of a high school equivalency diploma or possession of an Individual Education Plan diploma AND four (4) years of clerical experience in a law office which shall have involved doing legal research.
*Substitution: Completion of one (1) year of law school from a regionally accredited or New York State registered college or university may be substituted for a Certificate in Paralegal Studies.

Finance Committee: 6-26-2023

RESOLUTION NO.
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## APPOINTING THE PLANNING DIRECTOR TO SERVE AS THE CERTIFYING OFFICER FOR THE COUNTY IN REGARDS TO THE ENVIRONMENTAL REVIEW FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAMS

By Mr. Gennett, Chair, Finance Committee

WHEREAS, the New York State Office of Community Renewal (OCR) has announced the availability of NYS Community Development Block Grant (CDBG) Program funds, and

WHEREAS, Resolution No. 152-2022 authorize the Planning Director to serve in this capacity for a \$615,000 award; and the request is to do this for all program funds where applicable, and

WHEREAS, St. Lawrence County has repeatedly applied for, and successfully obtained, numerous CDBG awards through OCR in order to fund its ongoing housing assistance programs, and

WHEREAS, the County is preparing to apply again for CDBG funds, and

WHEREAS, the Planning Office has been informed by staff at NYS Office of Community Renewal, that the Board of Legislators is required to adopt a resolution to appoint a Certifying Officer to conduct an Environmental Review of any proposed CDBG-funded program that would be applied for, and

WHEREAS, the County Planning Office has experience in administering CDBG-funded programs, and the Planning Director has previously served as Certifying Officer for Environmental Reviews as required by OCR,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators does hereby appoint the Planning Director to serve as the Certifying Officer for the County in regard to the Environmental Review for Community Development Block Grant (CDBG) Programs, upon approval of the County Attorney.

Finance Committee: 6-26-2023

RESOLUTION NO.

#### CLOSING THE MULTI-USE TRAIL CAPITAL PROJECT

By Mr. Gennett, Chair, Finance Committee

WHEREAS, Resolution No. 335-2006 committed a minimum of \$100,000 over five years in the form of in-kind and other services in support of the planning, development, and/or maintenance of an ATV trail network in and through St. Lawrence County in a manner determined appropriate by the County Board of Legislators in consultation with the ATV Committee, and

WHEREAS, the Resolution 235-2008 authorized and directed the Treasurer to make modifications to the 2008 St. Lawrence County Capital Projects under the supervision of the Department of Highways and resulted in the establishment of the "Multi-Use Trail" Capital Project, and

WHEREAS, Resolution No. 141-2013 authorized the Chair to sign the Agreement with the St. Lawrence County Development Local Development Corporation for the Community Development & Environmental Improvement Program for the development of the county-wide system of trails and roads for recreational use, and

WHEREAS, Resolution No. 204-2014 authorized the Treasurer to modify the 2014 Department of Highways' Capital Project Budget for the Multi-Use Trail Project to increase the County financial contribution by \$54,600 to cover the costs associated with the project to date, and

**WHEREAS,** Local Law 1 for the Year 2021 was adopted, re-establishing the St. Lawrence County Multi-Use Recreational Trail System and establishing a trail permitting process, and

WHEREAS, when the Multi-Use Trail System was reestablished, it was agreed that all funds shall be dedicated exclusively to the establishment, maintenance, and operation of the St. Lawrence County Trail System and that a new Recreational Trails Fund be established by the St. Lawrence County Treasurer, and

WHEREAS, all funds associated with the original Multi-Use Trail Capital Project have been exhausted, and any current and future funds will be administered through the Recreational Trails Fund, as authorized by Local Law 1 for the year 2021,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the closure of the Multi-Use Trail Capital Project (HM227055 ATV, HM271972 ATV, HM271974 ATV, HM638975 ATV).

Finance Committee: 6-26-2023

RESOLUTION NO.	<b>RESOI</b>	LUTION	NO.	
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## AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH THE WORKFORCE DEVELOPMENT BOARD FOR A SUBLEASE AGREEMENT FOR SPACE IN THE ONE-STOP CAREER CENTER

By Mr. Gennett, Chair, Finance Committee

WHEREAS, changes in scope of County services has altered the operational and space needs of County departments that occupy the Public Safety Complex, and

WHEREAS, the Buildings and Grounds Committee has recommended that the County analyze the best use of space and modify to the most efficient model, and

WHEREAS, the Committee has determined that in order to meet the needs of the public, now and in the future, efficiencies need to be achieved through the reconfiguration of certain congruent County departments, and

WHEREAS, on May 2, 2022, Resolution No. 181-2022 adopted the recommendations made by the ARPA Committee regarding the uses of the \$20.9M in American Rescue Plan Act (ARPA) Funds provided to St. Lawrence County, and

WHEREAS, of the funds appropriated \$5,000,000 has been allocated for County Capital Projects, and

WHEREAS, Resolution No. 136-2022 authorized a contract with Beardsley Design Associates to prepare architectural and schematic design along with the bid documents for the anticipated capital renovation project in the Public Safety Complex, and

WHEREAS, the draft of design has been shared and reviewed by the Buildings and Grounds Committee and provided to the Board of Legislators at the March Operations Meeting with an overview of the Project, and

WHEREAS, the Project is nearing the bidding and construction phase and the scope of the Project will require the relocation of County staff for work to be completed, and

WHEREAS, Resolution No. 205-2020 authorized the Chair to sign a lease with the Workforce Development Board for approximately 6,990 square feet of space at the Human Services Center for the One Stop Career Center for the term July 1, 2020 through June 30, 2025, and

WHEREAS, space contained in the aforementioned Lease is available on a temporary basis for the relocation of County staff displaced by the Public Safety Complex Project, through a sublease arrangement between the Workforce Development Board and the County, and

WHEREAS, the amount of space required by the County through the potential sublease agreement at the One-Stop Career Center totals approximately 622 square feet on the first floor of the Human Services Center, 80 State Highway 310, Canton, New York, and

WHEREAS, the term of the agreement will be for one (1) year, from July 1, 2023 through June 30, 2024, at a rental rate of \$18.11 per square foot (BG619974 43007 PSC),

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign a contract with the Workforce Development Board for a sublease agreement for space in the One-Stop Career Center at a rental rate of \$18.11, for a term of July 1, 2023 through June 30, 2024, upon approval of the County Attorney, and

**BE IT FURTHER RESOLVED** that this resolution be retroactive to July 1, 2023.

#### RESOLUTION NO. 220-2023 (TABLED)

# AUTHORIZING THE COUNTY ADMINISTRATOR AND COUNTY TREASURER TO PAY THE CITY OF OGDENSBURG WHAT IS OWED AS A RESULT OF THE DECISION BY THE NEW YORK STATE SUPREME COURT OF APPEALS ON THE REAL PROPERTY MATTER

By Mr. Reagen, District 1

WHEREAS, in September 2021, the City of Ogdensburg amended its charter to relinquish its tax foreclosure responsibility with the intent of all foreclosure responsibility defaulting to St. Lawrence County, and

WHEREAS, a ruling was made by the New York State Supreme Court of Appeals on May 23, 2023, stating St. Lawrence County will be responsible to make the City of Ogdensburg whole in regards to delinquent property taxes,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the County Administrator and Treasurer to pay the City of Ogdensburg what is owed as a result of the decision by the New York State Supreme Court of Appeals on the real property matter.