

January 2, 2026

Finance Committee: 12-22-2025

RESOLUTION NO. 1-2026

**ADOPTION OF THE RULES OF PROCEDURE**

By Mr. Hull, 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 2, 2026, 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 of Legislators' Office.

STATE OF NEW YORK

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COUNTY OF ST. LAWRENCE

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I, Kiersten Gotham, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 1-2026 Entitled "Adoption of the Rules of Procedure", adopted January 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Kiersten Gotham*

Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026

January 2, 2026

St. Lawrence County

**BOARD OF LEGISLATORS**

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**RULES OF PROCEDURE**

Adopted January 2, 2026

Resolution No.

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

January 2, 2026

## 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. The Order of Business at a Special Meeting shall be as follows:

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

D. Pursuant to Chapter 1 of the Laws of 2022 for the State of New York and adopted by Local Law No. 3 for the Year 2022 in Resolution No. 360-2022, Legislators are permitted to attend and participate in Board Meetings where such attendance and participation is occasioned by "extraordinary circumstances" pursuant to the requirements referenced above in State and Local Law.

## 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

January 2, 2026

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
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, and 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 (5) minutes, or the time frame to be announced. The total Citizen Participation time period shall not exceed thirty (30) minutes, unless extended at the discretion of the Chair. Depending on the total number of Speakers, the Chair may reduce the available minutes per Speaker.
- B. 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.

January 2, 2026

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.

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 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 (10) 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 a 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.

January 2, 2026

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, County Clerk, District Attorney, Emergency Services, Human Resources, Information Technology, Planning, Probation, Public Defender, and Sheriff, the expenditure of money not already appropriated and the transfer of funds.

**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, Industrial Development Agency, Trails, and the 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 the Civic Plus Agenda and Meeting Management Program. The minutes shall contain the time and place and persons present at the meeting and 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 minutes shall be filed in the Civic Plus Agenda and Meeting Management program for each committee and publicly available online via the Civic Plus portal on the St. Lawrence County website once approved. Written Committee minutes and agendas will be posted in the Civic Plus Agenda and Meeting Management program portal 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 2026 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.

January 2, 2026

2. County Departments must submit any resolution to the Jurisdictional Committee assigned to their Department for Committee consideration with the Clerk of the Board by the submission deadline in accordance with the 2026 Meeting Schedule. If the Department would like or requires a resolution to be presented to a Committee they do not report to, the resolution will be presented under Old/New Business.

3. Rules for Legislators wishing to submit a resolution for committee consideration:

- a. If the resolution is to be in the committee agenda packet, then it must be submitted by the submission deadline, or
- b. If during discussion of any agenda item, then by motion with or without a copy of the resolution, or
- c. If under old/new business, then by motion with or without a copy of the resolution.

4. Within three (3) 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 (6) 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 will be limited to a ten-minute presentation and a ten-minute question session. Extension of time will be available at the discretion of the Chair of the Committee.

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.

January 2, 2026

11. Pursuant to Chapter 1 of the Laws of 2022 for the State of New York and adopted by Local Law No. 3 for the Year 2022 in Resolution No. 360-2022, Legislators are permitted to attend and participate in Committee Meetings where such attendance and participation is occasioned by “extraordinary circumstances” pursuant to the requirements referenced above in State and Local Law.

## ARTICLE VIII **Limitations and Amendments**

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.

B. These rules may be suspended by a two-thirds (2/3) 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 (10) 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, or the designated official vote tally recording program.

H. In order to maintain the integrity of its proceedings, cellular telephones or other recording devices that are deemed to be distractive and disruptive to the meeting may be limited at the discretion of the Chair.



January 2, 2026

**ATTACHMENT A – REVISED**  
**St. Lawrence County Board of Legislators 2026 Meetings Schedule**  
**January – December**

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

Please Note: The deadline for submission is noon on the submission date. (See CivicClerk for deadlines)

**Pre-Committee Review, via Zoom, will begin at 12 p.m. for all Committees**

\*Please note the 11/10 pre-committee date is on Tuesday due to the Veteran's Day holiday falling on Wednesday

\*\*Please note the 11/25 submission date is on Wednesday due to the Thanksgiving holiday falling on Thursday

January 2, 2026

Operations Committee: 12-8-2025

RESOLUTION NO. 2-2026

**CALLING UPON NEW YORK STATE GOVERNOR KATHY HOCHUL AND THE  
NEW YORK STATE DEPARTMENT OF HEALTH TO IMMEDIATELY ACT TO  
PRESERVE NORTH STAR HEALTH ALLIANCE AS A CRITICAL PART OF THE  
NORTH COUNTRY HEALTH CARE SYSTEM**

By Ms. Curran, Chair, Operations Committee

Cosponsored by Mr. Reagen, District 1; Mr. Forsythe, District 2; Mr. Lightfoot, District 3; and  
Mr. Smithers, District 5

**WHEREAS**, one of St. Lawrence County's largest hospitals and employers is facing closure at a time when Northern New York is facing critical access challenges in health care, mental health care, and jobs for its residents, and

**WHEREAS**, St. Lawrence County is the largest county geographically in New York State with one of the lowest per capita incomes, consistently high unemployment, and vast distances that make it difficult to efficiently deliver health care to its population of more than one-hundred thousand (100,000) people, and

**WHEREAS**, North Star Health Alliance, formerly known as Claxton Hepburn Medical Center, is facing possible closure due to a lack of financial assistance from New York State to fulfill long-standing commitments to help ensure the future of health care in St. Lawrence County, and

**WHEREAS**, the potential closure of the hospital would endanger the lives and safety of thousands of families who depend on the institution and its talented staff for primary care, cancer care, mental health care, and employment, and

**WHEREAS**, winter is arriving with icy and snow-covered roads, making long-distance travel difficult and at times even dangerous, and the Greater Ogdensburg and surrounding communities need to preserve health care services to prevent the unnecessary loss of life,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators calls upon New York State Governor Kathy Hochul and the New York State Department of Health to immediately act to preserve North Star Health Alliance as a critical part of the North Country Health Care System, and

**BE IT FURTHER RESOLVED** that the Board of Legislators urges New York State to take necessary actions to preserve one of the region's oldest health care institutions and the jobs it provides and families it serves in the North Country Region, and

**BE IT FURTHER RESOLVED** that certified copies of this resolution be forwarded to Senator Charles Schumer, Senator Kirsten Gillibrand, Congresswoman Elise Stefanik, Governor Kathy Hochul, Assemblyman Scott Gray, Senator Mark Walczyk, Assemblyman Ken Blankenbush, and Senator Dan Stec.

January 2, 2026

STATE OF NEW YORK

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COUNTY OF ST. LAWRENCE

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I, Kiersten Gotham, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 2-2026 Entitled “Calling Upon New York State Governor Kathy Hochul and the New York State Department of Health to Immediately Act to Preserve North Star Health Alliance as a Critical Part of the North Country Health Care System”, adopted January 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Kiersten Gotham*

Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026

January 2, 2026

Operations Committee: 12-8-2025

RESOLUTION NO. 3-2026

**AUTHORIZATION FOR LOCAL CONSENT AGREEMENTS WITH THE NEW YORK STATE DIVISION OF HOMELAND SECURITY & EMERGENCY SERVICES (NYS DHSES) FOR THE CYBERSECURITY GRANT PROGRAM FOR FEDERAL FISCAL YEARS FOR MULTIFACTOR AUTHENTICATION (MFA) HARD TOKENS**

By Ms. Curran, Chair, Operations Committee

**WHEREAS**, the New York State Division of Homeland Security & Emergency Services (DHSES) solicited applications from eligible entities through a competitive application process aimed at improving cybersecurity posture through providing Multi-Factor Authentication (MFA) hard tokens to successful entities in a shared services model, and

**WHEREAS**, funding for this initiative is from the State and Local Cybersecurity Grant Program (Combined FY2022 and FY2023 SLCGP), a federal grant program jointly administered by the Federal Emergency Management Agency (FEMA) and the Cybersecurity and Infrastructure Security Agency (CISA) and is aimed at strengthening cybersecurity practices and the resilience of state, local, and territorial (SLT) governments, and

**WHEREAS**, each state and territory receives a funding allocation as determined by the statutory formula and 80% of total state allocations must support local governments, of which 25% of the 80% must support rural areas/jurisdictions, and

**WHEREAS**, there is \$4,648,484 in available local-share funding for FY2022 and \$9,271,115 for FY2023 to support the delivery of Multi-Factor Authentication (MFA) hard tokens for eligible entities at no cost to the entity, and

**WHEREAS**, all New York State local government entities are eligible to apply for the Combined FY2022 and FY2023 SLCGP for cybersecurity shared services, and

**WHEREAS**, St. Lawrence County in its application reported a user count of 900 to match the number of hardware authentication tokens needed,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes local consent agreements with the New York State Division of Homeland Security & Emergency Services (NYS DHSES) with the State and Local Cybersecurity Grant Program for Federal Fiscal Years 2022 and 2023 for Multifactor Authentication (MFA) hard tokens, and

**BE IT FURTHER RESOLVED** that the County Administrator is authorized by the Board of Legislators to sign the consent agreements following a discussion on November 17, 2025.

January 2, 2026

STATE OF NEW YORK

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COUNTY OF ST. LAWRENCE

I, Kiersten Gotham, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 3-2026 Entitled “Authorization for Local Consent Agreements with the New York State Division of Homeland Security & Emergency Services (NYS DHSES) for the Cybersecurity Grant Program for Federal Fiscal Years for Multifactor Authentication (MFA) Hard Tokens”, adopted January 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Kiersten Gotham*

Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026

Kiersten Gotham  
Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026

January 2, 2026

Operations Committee: 12-8-2025

RESOLUTION NO. 5-2026

**MODIFYING THE 2025 BUDGET FOR THE PLANNING OFFICE FOR  
THE SALE OF EQUIPMENT FROM THE COUNTY TRANSIT SYSTEM**

By Ms. Curran, Chair, Operations Committee

**WHEREAS**, the Planning Office administers the County Transit System and manages the fleet associated with the service that is operated by The Arc Jefferson - St. Lawrence, and

**WHEREAS**, Public Transit Bus 620 was in service for more than five (5) years and traveled in excess of 150,000 miles, which is the threshold for retirement, and

**WHEREAS**, the Department of Transportation (DOT) approved the sale of Bus 620 at a fair market value of \$4,000 to The Arc Jefferson - St. Lawrence, who was the only bidder on the piece of equipment, and

**WHEREAS**, the DOT requires proceeds from the sale of equipment purchased with Section 5311 funds be reinvested for public transit use,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Treasurer to modify the 2025 Budget for the Planning Office for the sale of equipment from the County Transit System:

**INCREASE APPROPRIATIONS:**

N2B56302 25000 CP	N Technical Equipment	\$4,000
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**INCREASE REVENUE:**

N2B26655 55000 CP	N Proceeds of Equip Sales	\$4,000
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**BE IT FURTHER RESOLVED** that any remaining funds be rolled over to future budgets until fully expended.

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Kiersten Gotham, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 5-2026 Entitled "Modifying the 2025 Budget for the Planning Office for the Sale of Equipment from the County Transit System", adopted January 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Kiersten Gotham*

Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026

January 2, 2026

Operations Committee: 12-8-2025

**RESOLUTION NO. 6-2026**

**AUTHORIZING THE CHAIR TO SIGN AN ADDENDUM TO THE MOBILITY  
MANAGEMENT CONTRACT WITH VOLUNTEER TRANSPORTATION  
CENTER, INC. AND MODIFYING THE 2026 BUDGET FOR THE  
PLANNING OFFICE FOR THE COUNTY TRANSIT SYSTEM**

By Ms. Curran, Chair, Operations Committee

**WHEREAS**, St. Lawrence County administers Section 5311 funding from the Department of Transportation for Mobility Management Services (N2B56304 43007 OP), and

**WHEREAS**, Resolution No. 359-2025 authorized the Chair to sign a contract for mobility management with Volunteer Transportation Center, Inc. with a 2026 Budget totaling \$217,273, and

**WHEREAS**, the contribution made through mobility management to improve public transit operations in St. Lawrence County is projected to yield as many as 179,650 one-way trips in 2025, a thirteen (13%) percent increase in ridership from the prior year, and

**WHEREAS**, due to the increase in ridership and requests for customer assistance, in September the Department of Transportation agreed to provide an additional \$50,000 to fund an Outreach and Education Coordinator's position under the Mobility Management Contract, and

**WHEREAS**, County funds are not used to provide this service as the program is fully funded by the Department of Transportation with a local match that is satisfied through bus advertising or by the vendor, and

**WHEREAS**, this funding increase requires an addendum to the contract for service,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign an addendum to the Mobility Management Contract with Volunteer Transportation Center, Inc., upon approval of the County Attorney, and

**BE IT FURTHER RESOLVED** that the Treasurer is authorized to modify the 2026 Budget for the Planning Office, as follows:

**INCREASE APPROPRIATIONS:**

N2B56304 43007 OP	N Bus Other Fees and Services	\$50,000
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**INCREASE REVENUE:**

N2B45895 57003 OP	N FA Bus Operations Ogds/Potsd	\$50,000
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January 2, 2026

STATE OF NEW YORK

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COUNTY OF ST. LAWRENCE

I, Kiersten Gotham, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 6-2026 Entitled “Authorizing the Chair to Sign an Addendum to the Mobility Management Contract with Volunteer Transportation Center, Inc. and Modifying the 2026 Budget for the Planning Office for the County Transit System”, adopted January 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Kiersten Gotham*

Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026

January 2, 2026

Operations Committee: 12-8-2025

**RESOLUTION NO. 7-2026**

**AUTHORIZING THE CHAIR TO SIGN A REVISED 2025 CONTRACT EXTENSION  
FOR FIRST MILE LAST MILE WITH VOLUNTEER TRANSPORTATION  
SERVICES, INC. AND MODIFYING THE 2025 BUDGET FOR THE  
PLANNING OFFICE FOR THE COUNTY TRANSIT SYSTEM**

By Ms. Curran, Chair, Operations Committee

**WHEREAS**, St. Lawrence County administers Section 5311 funding from the Department of Transportation (DOT) for First Mile Last Mile (N2B56304 43007 OP), and

**WHEREAS**, First Mile Last Mile services complement bus operations by transporting riders who are not within walking distance to a designated stop, and

**WHEREAS**, Resolution No. 9-2022 authorized the Chair to sign a contract with Volunteer Transportation Center, Inc. to provide First Mile Last Mile services, and

**WHEREAS**, as a result of a twenty (20%) percent increase in trips and a sixteen (16%) percent increase in miles since 2024, earlier this month the Department of Transportation agreed to provide an additional \$30,000 to fund first mile last mile services, and

**WHEREAS**, County funds are not used to provide the service as the program is fully funded by the Department of Transportation with a local match that is satisfied by the vendor, and

**WHEREAS**, this funding increase requires a revision to the 2025 contract extension,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign a revised 2025 contract extension for First Mile Last Mile, upon approval of the County Attorney, and

**BE IT FURTHER RESOLVED** that the Treasurer is authorized to modify the 2025 Budget for the Planning Office, as follows:

**INCREASE APPROPRIATIONS:**

N2B56304 43007 OP	N Bus Other Fees and Services	\$30,000
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**INCREASE REVENUE:**

N2B45895 57003 OP	N FA Bus Operations Ogds/Potsd	\$30,000
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January 2, 2026

STATE OF NEW YORK

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COUNTY OF ST. LAWRENCE

I, Kiersten Gotham, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 7-2026 Entitled “Authorizing the Chair to Sign a Revised 2025 Contract Extension for First Mile Last Mile with Volunteer Transportation Services, Inc. and Modifying the 2025 Budget for the Planning Office for the County Transit System”, adopted January 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Kiersten Gotham*

Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026

January 2, 2026

Operations Committee: 12-8-2025

**RESOLUTION NO. 8-2026**

**AUTHORIZING THE CHAIR TO SIGN A REVISED 2026 CONTRACT EXTENSION  
FOR FIRST MILE LAST MILE WITH VOLUNTEER TRANSPORTATION  
CENTER, INC. AND MODIFYING THE 2026 BUDGET FOR THE  
PLANNING OFFICE FOR THE COUNTY TRANSIT SYSTEM**

By Ms. Curran, Chair, Operations Committee

**WHEREAS**, St. Lawrence County administers Section 5311 funding from the Department of Transportation (DOT) for First Mile Last Mile (N2B56304 43007 OP), and

**WHEREAS**, First Mile Last Mile services complement bus operations by transporting riders who are not within walking distance to a designated stop, and

**WHEREAS**, Resolution No. 9-2022 authorized the Chair to sign a contract with Volunteer Transportation Center, Inc. to provide First Mile Last Mile services, and

**WHEREAS**, due to a 20% increase in trips and a 16% increase in miles since 2024, the Department of Transportation in November 2025 agreed to provide an additional \$30,000 to fund First Mile Last Mile, and

**WHEREAS**, no County funds are used to provide the service as the program is fully funded by the DOT with a local match that is satisfied by the vendor, and

**WHEREAS**, this funding increase requires a revision to the 2026 contract extension,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign a revised 2026 contract extension for First Mile Last Mile, upon approval of the County Attorney, and

**BE IT FURTHER RESOLVED** that the Treasurer is authorized to modify the 2026 Budget for the Planning Office, as follows:

**INCREASE APPROPRIATIONS:**

N2B56304 43007 OP	N Bus Other Fees and Services	\$30,000
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**INCREASE REVENUE:**

N2B45895 57003 OP	N FA Bus Operations Ogds/Potsd	\$30,000
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January 2, 2026

STATE OF NEW YORK

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COUNTY OF ST. LAWRENCE

I, Kiersten Gotham, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 8-2026 Entitled “Authorizing the Chair to Sign a Revised 2026 Contract Extension for First Mile Last Mile with Volunteer Transportation Center, Inc. and Modifying the 2026 Budget for the Planning Office for the County Transit System”, adopted January 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Kiersten Gotham*

Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026

January 2, 2026

Operations Committee: 12-8-2025

**RESOLUTION NO. 9-2026**

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH SYMETRA LIFE  
INSURANCE COMPANY FOR GROUP LIFE INSURANCE COVERAGE**

By Ms. Curran, Chair, Operations Committee

**WHEREAS**, St. Lawrence County (SLC) currently has a contract with The Standard Life Insurance Company of New York to provide group life insurance coverage for eligible active employees and retirees as well as dependent coverage, and

**WHEREAS**, the current contract with The Standard Life Insurance Company of New York will expire February 1, 2026, and the terms of a new contract would represent an increase in monthly premiums of approximately 16% compared to the 2025 rates, and

**WHEREAS**, SLC Benefit Consultants (Alera Group) has solicited and reviewed various quotes from other insurance carriers, and

**WHEREAS**, the lowest cost proposal was received by Symetra Life Insurance Company and represents no change in coverage and no change in monthly premiums for three (3) years, and

**WHEREAS**, Symetra Life Insurance Company will provide a three (3) year (February 1, 2026, through January 31, 2029) rate guarantee of \$0.79 per \$1,000 per month for active employees and retirees and \$2.50 per month for dependent coverage (T5090458 84500), and

**WHEREAS**, the current coverage would remain the same as follows:

- |                                                                                                                     |          |
|---------------------------------------------------------------------------------------------------------------------|----------|
| • CSEA, Non-Union, Solid Waste Department, Correction Officer, Correction Officer Supervisors, and Indigent Defense | \$10,000 |
| • Deputies and Deputy Supervisors                                                                                   | \$20,000 |
| • Spouses                                                                                                           | \$5,000  |
| • Dependents                                                                                                        | \$1,250  |

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign a contract with Symetra Life Insurance Company for group life insurance coverage upon approval of the County Attorney.

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Kiersten Gotham, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 9-2026 Entitled "Authorizing the Chair to Sign a Contract with Symetra Life Insurance Company for Group Life Insurance Coverage", adopted January 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Kiersten Gotham*

Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026

January 2, 2026

Services Committee: 12-15-2025

RESOLUTION NO. 10-2026

**MODIFYING THE 2025 BUDGET FOR COMMUNITY SERVICES FOR  
FUNDING RECEIVED FROM THE NEW YORK STATE OFFICE OF  
MENTAL HEALTH TO ST. LAWRENCE COUNTY AS PASS  
THROUGH FUNDING TO APPROVED AGENCIES**

By Mr. Webster, Chair, Services Committee

**WHEREAS**, Community Services received an updated New York State Office of Mental Health (OMH) State Aid funding authorization to community agencies in St. Lawrence County that includes a Targeted Inflationary Increase (TII) of two point six percent (2.6%) to support a cost of living increase, and

**WHEREAS**, this is one-hundred percent (100%) pass through funding for contract agencies,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Treasurer to modify the 2025 Budget for Community Services for funding received from the New York State Office of Mental Health to St. Lawrence County as pass through funding to the approved agencies, as follows:

**INCREASE APPROPRIATIONS:**

A4143224 465AR	ARC Advances	\$6,153
A4143224 465CA	Citizen Advocates Advances	1,970
A4143224 465CC	Catholic Charities Advances	5,256
A4143224 465SS	Step by Step Advances	2,838
A4143224 465SV	Seaway Valley Prevention Council	<u>1,176</u>
		\$17,393

**INCREASE REVENUE:**

A4134905 56000	A SA CSS Mental Health	\$17,393
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**INCREASE APPROPRIATIONS:**

A4243224 465AR	A CRV ARC Advances	4,062
A4243224 465CA	A CRV Citizen Advocates Advances	3,948
A4243224 465CC	A CRV Catholic Charities	1,803
A4243224 465SS	A CRV Step by Step Advances	2,882
A4243224 465TL	A CRV NCTLS Advances	<u>1,908</u>
		\$14,603

**INCREASE REVENUE:**

A4234905 56000	A SA CR Other Mental Health Programs	\$14,603
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January 2, 2026

**INCREASE APPROPRIATIONS:**

A4343224 465CA	A CPP Citizen Advocates Advances	954
A4343224 465SS	A CPP Step by Step Advances	<u>6,355</u>
		\$7,309

**INCREASE REVENUE:**

A4334905 56000	A SA CPP Other Mental Health Programs	\$7,309
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**INCREASE APPROPRIATIONS:**

A4443224 465AR	A OFS ARC Advances	9,438
A4443224 465CH	A OFS CHJC Advances	446
A4443224 465JD	A JP Dwyer Vet Peer Support Project	2,085
A4443224 465NR	A OFS NRCIL Advances	3,765
A4443224 465TL	A OFS NCTLS Advances	5,336
A4443224 465UH	A OFS United Helpers Advances	<u>81,734</u>
		\$102,804

**INCREASE REVENUE:**

A4434905 56000	A SA OFS Other Mental Health Programs	\$102,804
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STATE OF NEW YORK

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COUNTY OF ST. LAWRENCE

I, Kiersten Gotham, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 10-2026 Entitled "Modifying the 2025 Budget for Community Services for Funding Received from the New York State Office of Mental Health to St. Lawrence County as Pass Through Funding to Approved Agencies", adopted January 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Kiersten Gotham*

Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026



January 2, 2026

Services Committee: 12-15-2025

RESOLUTION NO. 11-2026

**AUTHORIZATION TO ABOLISH ONE (1) COMMUNITY HEALTH EDUCATOR  
POSITION IN THE PUBLIC HEALTH DEPARTMENT AND TO CREATE  
AND FILL ONE (1) PUBLIC HEALTH EDUCATOR POSITION**

By Mr. Webster, Chair, Services Committee

**WHEREAS**, the Public Health Department currently utilizes the title “Community Health Educator” to support essential public health education, outreach, and community functions, and

**WHEREAS**, the Department seeks to update this title to “Public Health Educator” in order to align with Public Health Law and with other existing titles within the Department, and

**WHEREAS**, the position is responsible for organizing, coordinating, and implementing educational activities and programs addressing health issues and public health needs, and

**WHEREAS**, this position also analyzes, designs, implements, and evaluates departmental programs and procedures to ensure the delivery of accurate, evidence-based public health information, and

**WHEREAS**, the Public Health Educator plays a critical role in keeping the community, service providers, and local partners informed and up-to-date on public health activities, initiatives, and educational efforts, and

**WHEREAS**, Article 6 of the Public Health Law requires local health departments to conduct public health marketing and communication activities that provide accurate, evidence-based education on chronic disease prevention and control, communicable disease control, community health assessment, environmental health, family health, immunizations, and other core public health functions, and

**WHEREAS**, the update of this position will enhance alignment with these statutory responsibilities and more accurately reflect the scope and duties required,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the County Administrator to abolish one (1) Community Health Educator Position in the Public Health Department and to create and fill one (1) Public Health Educator Position.

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Kiersten Gotham, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 11-2026 Entitled “Authorization to Abolish One (1) Community Health Educator Position in the Public Health Department and to Create and Fill One (1) Public Health Educator Position”, adopted January 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Kiersten Gotham*

Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026

January 2, 2026

Services Committee: 12-15-2025

RESOLUTION NO. 12-2026

**ACCEPTING FUNDS FROM THE WALMART SPARK GOOD LOCAL  
GRANT FOR THE "HEROES OF HEALTH" CAMPAIGN**

By Mr. Webster, Chair, Services Committee

**WHEREAS**, the Public Health Department is committed to promoting the health and wellness of county residents through community-based initiatives, and

**WHEREAS**, the “Heroes of Health” Campaign is an engaging educational program designed to inspire elementary students to make healthy choices, through interactive presentations, props, and visual aids, we introduce our six (6) “Health Heroes” who model good nutrition, exercise, oral health, and other items, and

**WHEREAS**, this program will be offered to all elementary schools in St. Lawrence County, the grant support will provide materials that make learning fun, memorable, and impactful, helping children build lifelong healthy habits, and

**WHEREAS**, the Public Health Department has been awarded the Walmart Spark Good Local Grant funds in the amount of \$750 (PP027055 55000) in support of this initiative, and

**WHEREAS**, the grant funds will be used to provide education and resources for school-aged students to complete the educational campaign, including presentations, printing supplies, lesson props, and visual aids,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Public Health Department to accept funds from the Walmart Spark Good Local Grant for the “Heroes of Health” Campaign.

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Kiersten Gotham, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 12-2026 Entitled “Accepting Funds from the Walmart Spark Good Local Grant for the “Heroes of Health” Campaign”, adopted January 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Kiersten Gotham*

Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026

January 2, 2026

Services Committee: 12-15-2025

RESOLUTION NO. 13-2026

**AUTHORIZING THE CHAIR TO SIGN A MEMORANDUM OF UNDERSTANDING  
BETWEEN THE PUBLIC HEALTH DEPARTMENT AND THE NORTH  
COUNTRY PRENATAL/PERINATAL COUNCIL**

By Mr. Webster, Chair, Services Committee

**WHEREAS**, the New York State Office of Children and Family Services (OCFS) is accepting applications for continued funding of the Family Resource Center (FRC) initiative, which supports families through parenting education, social connectedness, concrete supports, and center-based, home-visiting, and virtual services, and

**WHEREAS**, the North Country Prenatal/Perinatal Council (NCPPC) will submit an application focused on high-need areas, including Gouverneur and Watertown, where existing Family Resource Centers already provide family space, playrooms, and services such as Health Insurance Navigation, Community Health Worker support, and Healthy Families programming, and

**WHEREAS**, NCPPC has identified the Public Health Department as a key community partner and has requested a signed Memorandum of Understanding (MOU) and Community Partner Affirmation, and

**WHEREAS**, the MOU between the Public Health Department and the North Country Prenatal/Perinatal Council outlines mutual responsibilities to support the Family Resource Center initiative, including accepting and making referrals, sharing information within allowable limits, providing education and training opportunities, collaborating to identify service gaps, promoting the initiative, coordinating services for families, and establishing processes for ongoing partnership,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign a Memorandum of Understanding between the Public Health Department and the North Country Prenatal/Perinatal Council, upon approval of the County Attorney.

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Kiersten Gotham, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 13-2026 Entitled "Authorizing the Chair to Sign a Memorandum of Understanding between the Public Health Department and the North Country Prenatal/Perinatal Council", adopted January 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Kiersten Gotham*

Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026

January 2, 2026

Finance Committee: 12-22-2025

RESOLUTION NO. 14-2026

**RESOLUTION OF SUPPORT FOR CLARKSON UNIVERSITY'S APPLICATION TO  
THE U.S. ECONOMIC DEVELOPMENT ADMINISTRATION (EDA) FOR FEDERAL  
FUNDING TO SUPPORT THE SOLINSKY CENTER FOR ENGINEERING  
INNOVATION AND REGIONAL ECONOMIC RESILIENCE**

By Mr. Hull, Chair, Finance Committee  
Cosponsored by Mr. Reagen, District 1 and Ms. Haggard, District 10

**WHEREAS**, Clarkson University, founded in 1896, is a nationally recognized STEM-focused institution and anchor institution in St. Lawrence County that has a long-standing mission to solve real-world problems facing the American people while educating the next generation of engineers, scientists, healthcare professionals, and technology leaders, and

**WHEREAS**, Clarkson University has demonstrated a consistent record of service to the County and to the broader North Country, through faculty and student-led engineering, planning, and technical assistance, that provides municipalities, nonprofit organizations, and small communities with early-stage engineering analysis, infrastructure assessment, and project scoping that would otherwise be cost-prohibitive, and

**WHEREAS**, these efforts have supported critical regional needs including bridge stability, highway safety, stormwater and wastewater system upgrades, air-handling and indoor air quality improvements, fire safety and emergency response technologies, and sustainable trail and recreation infrastructure, often serving as the foundation for successful state and federal grant applications that unlock millions of dollars in outside investment for rural communities, and

**WHEREAS**, Clarkson students and faculty played a central role in supporting the Village of Potsdam's successful \$9 million New York State Green Resiliency Grant award in November 2025 by conducting preliminary engineering analyses and infrastructure scoping following severe storm events, including those experienced during Hurricane Debbie, and

**WHEREAS**, Clarkson University is currently partnering with St. Lawrence County, the County Chamber of Commerce, municipalities, businesses, and trail organizations to evaluate and strengthen the County's 130-mile Multi-Use Trail system, providing data-driven recommendations that enhance safety, usability, maintenance efficiency, and economic impact for one of the region's most important year-round tourism assets, and

**WHEREAS**, Clarkson faculty and students have served as integral partners in federal transportation safety initiatives, including the U.S. Department of Transportation's Safe Streets and Roads for All (SS4A) program in the Village and Town of Potsdam, conducting safety data collection, field surveys, and quick-build demonstration projects to reduce injuries and improve accessibility, and

January 2, 2026

**WHEREAS**, Clarkson University's faculty, students, and alumni are deeply integrated into regional emergency response systems, including volunteer fire departments and rural healthcare networks, and have secured federal research funding to advance firefighter safety technologies, air quality monitoring, wildfire response, and emergency preparedness, including participation in the National Science Foundation's FIRE program, and

**WHEREAS**, during the COVID-19 pandemic, Clarkson University provided critical emergency support by retrofitting medical equipment, developing PPE sterilization systems, reconfiguring hospital air-handling systems, and supporting vaccine storage capacity, demonstrating its ability to rapidly respond to public health and infrastructure crises, and

**WHEREAS**, Clarkson University's Lewis School of Health Sciences serves as the region's provider for EMT and Paramedic education and training, supporting rural emergency medical services, and recent investments in simulation laboratories enhance emergency preparedness and workforce readiness throughout the County, and

**WHEREAS**, Clarkson University's Cheel Campus Center & Arena serves as the region's designated American Red Cross emergency shelter, with independent power generation, centralized food services, and open-access facilities that support community resilience during prolonged power outages and emergency events, and

**WHEREAS**, St. Lawrence County continues to face significant economic challenges, with an August 2025 unemployment rate of 5.3%, among the highest in New York State and a per capita income of \$47,495 compared to the New York State average of \$85,733, underscoring the need for targeted investment in workforce development, advanced manufacturing, and regional economic resilience, and

**WHEREAS**, Clarkson University is in near-final planning stages for the proposed \$48 million Solinsky Center for Engineering Innovation, supported in part by an alumnus' challenge grant, which will modernize manufacturing, fabrication, and research infrastructure necessary to support disaster resilience, infrastructure strengthening, workforce development, and growth in advanced manufacturing sectors aligned with emerging regional supply chains, and

**WHEREAS**, the Solinsky Center for Engineering Innovation directly aligns with the mission and goals of the U.S. Economic Development Administration by strengthening regional capacity for disaster preparedness and recovery, supporting infrastructure resilience, advancing workforce development, and fostering sustainable economic growth in a rural and economically distressed region,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators hereby expresses its support for Clarkson University's application to the U.S. Economic Development Administration (EDA) for federal funding to support the Solinsky Center for Engineering Innovation and Regional Economic Resilience, and

**BE IT FURTHER RESOLVED**, that the Board of Legislators recognizes Clarkson University as a critical regional partner and anchor institution whose investments in education, research, and infrastructure directly benefit the residents, municipalities, businesses, and emergency response systems of St. Lawrence County, and

January 2, 2026

**BE IT FURTHER RESOLVED**, that the Clerk of the Board is hereby authorized to transmit a certified copy of this resolution to Clarkson University, United States Senator Chuck Schumer, United States Senator Kirsten Gillibrand, United States Congresswoman Elise Stefanik, New York Assemblyman Scott Gray, New York Senator Mark Walczyk, New York Assemblyman Robert Smullen, New York Assemblyman Ken Blankenbush, New York Senator Dan Stec and to the U.S. Economic Development Administration as evidence of local governmental support.

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Kiersten Gotham, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 14-2026 Entitled "Resolution of Support for Clarkson University's Application to the U.S. Economic Development Administration (EDA) for Federal Funding to Support the Solinsky Center for Engineering Innovation and Regional Economic Resilience", adopted January 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Kiersten Gotham*

Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026

Kiersten Gotham  
Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026

January 2, 2026

Finance Committee: 12-22-2025

RESOLUTION NO. 16-2026

**MODIFYING THE 2025 BUDGET FOR THE TREASURER'S OFFICE TO  
DISTRIBUTE ADDITIONAL SALES TAX TO MUNICIPALITIES  
IN ST. LAWRENCE COUNTY**

By Mr. Hull, Chair, Finance Committee

**WHEREAS**, the Treasurer's Office has received more sales tax revenue than budgeted for Fiscal Year 2025, and

**WHEREAS**, should revenue exceed the amount budgeted, a modification to the amount authorized is necessary to provide for distribution to pay the towns and villages the additional funds the County shares with them,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Treasurer to modify the 2025 Budget for the Treasurer's Office to distribute additional sales tax to municipalities in St. Lawrence County as follows:

**INCREASE APPROPRIATIONS:**

T3019854 465ST	T Distribution of Sales Tax	\$2,500,000
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**INCREASE REVENUE:**

T3011105 55000	T LR Sales and Use Tax	\$2,500,000
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STATE OF NEW YORK

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COUNTY OF ST. LAWRENCE

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I, Kiersten Gotham, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 16-2026 Entitled "Modifying the 2025 Budget for the Treasurer's Office to Distribute Additional Sales Tax to Municipalities in St. Lawrence County", adopted January 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Kiersten Gotham*

Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026



Kiersten Gotham  
Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026

January 2, 2026

Finance Committee: 12-22-2025

RESOLUTION NO. 18-2026

**BANK DEPOSITORIES AND INVESTMENT OF COUNTY FUNDS**

By Mr. Hull, 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.	\$75,000,000
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	\$50,000,000
NY MuniTrust	\$50,000,000
Webster Bank	\$10,000,000
Tioga State Bank	\$10,000,000
TD Bank	\$10,000,000
JP Morgan Chase Bank, N.A.	\$1,000,000

**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 2, 2026

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

### **I. SCOPE**

This investment policy applies to all money 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.

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.

January 2, 2026

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 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

January 2, 2026

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

- 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 listings 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.
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 2, 2026

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Kiersten Gotham, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 18-2026 Entitled "Bank Depositories and Investment of County Funds", adopted January 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Kiersten Gotham*

Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026



January 2, 2026

Finance Committee: 12-22-2025

RESOLUTION NO. 19-2026

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

By Mr. Hull, 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 a  
blanket bond in lieu of individual sureties for County Officials and Employees.

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Kiersten Gotham, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this  
Resolution No. 19-2026 Entitled "Authorizing Blanket Bond in Lieu of Individual Sureties for County Officials and Employees", adopted  
January 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Kiersten Gotham*

Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026

January 2, 2026

Finance Committee: 12-22-2025

RESOLUTION NO. 20-2026

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

By Mr. Hull, 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:

<u>Petty Cash Account</u>		<u>Departmental Cash Drawers</u>	
Community Services	\$250	Sheriff Civil Department	\$100
Probation	400	Mental Health	100
Sheriff	1,500	Chemical Dependency, Canton	100
Social Services	1,500	Treasurer	250
Highway	<u>150</u>	County Clerk	1,000
Total	\$3,800	County Clerk DMV, Canton	600
		County Clerk DMV, Massena	400
		County Clerk DMV, Ogdensburg	300
		County Clerk DMV, Gouverneur	300
		<b>Public Health</b>	<b>250</b>
		Real Property	100
		Solid Waste Transfer, Ogdensburg	450
		Solid Waste Transfer, Massena	450
		Solid Waste Transfer, Star Lake	450
		Solid Waste Transfer, Gouverneur	450
		Social Services	<u>200</u>
		Total	\$5,600

**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.

STATE OF NEW YORK

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COUNTY OF ST. LAWRENCE

I, Kiersten Gotham, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 20-2026 Entitled "Authorizing Petty Cash Accounts and Departmental Cash Drawers", adopted January 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Kiersten Gotham*

Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026

January 2, 2026

Finance Committee: 12-22-2025

RESOLUTION NO. 21-2026

**CORRECTING AND REFUNDING ERRONEOUS TAXES**

By Mr. Hull, 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 2026, 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.

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Kiersten Gotham, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 21-2026 Entitled "Correcting and Refunding Erroneous Taxes", adopted January 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Kiersten Gotham*

Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026

January 2, 2026

Finance Committee: 12-22-2025

RESOLUTION NO. 22-2026

**AUTHORIZING A CORRECTION OF ERRORS FOR  
RICHARD E. WINTER CANCER TREATMENT CENTER**

By Mr. Hull, Chair, Finance Committee

**WHEREAS**, the 2025-2026 Ogdensburg City School District Tax Bill for the Richard E. Winter Treatment Center, designated as tax map number 59.022-3-25.11/1, did not receive a Wholly Exempt Non Profit Exemption, and

**WHEREAS**, Real Property Tax Law Article 5 allows for Correction of Assessment Rolls and Tax Rolls using the RP 554 Form for certain errors and filed with the Director of Real Property Tax Services and approved by the Board of Legislators, and

**WHEREAS**, the Director of Real Property has affirmed that a correction should occur pursuant to Article 5 of the Real Property Tax Law and is recommending that the taxes be corrected,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes Real Property Tax Law correction of taxes, as follows:

Name:	Richard E. Winter Cancer Treatment Center
St. Lawrence County:	City of Ogdensburg
School District:	Ogdensburg City School District
Tax Roll Year:	2025-2026 School Tax Bill
Tax Map No.:	59.022-3-25.11/1
Original Bill:	\$73,873.76
Corrected Bill:	0
Reason:	Assessor did not apply the Wholly Exempt Non Profit Exemption to this parcel.

STATE OF NEW YORK

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COUNTY OF ST. LAWRENCE

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I, Kiersten Gotham, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 22-2026 Entitled "Authorizing a Correction of Errors for Richard E. Winter Cancer Treatment Center", adopted January 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Kiersten Gotham*

Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026

January 2, 2026

Finance Committee: 12-22-2025

RESOLUTION NO. 23-2026

**USE OF COUNTY-OWNED MACHINERY**

By Mr. Hull, Chair, Finance Committee

**WHEREAS**, the St. Lawrence County 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 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.

STATE OF NEW YORK

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COUNTY OF ST. LAWRENCE

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I, Kiersten Gotham, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 23-2026 Entitled "Use of County-Owned Machinery", adopted January 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Kiersten Gotham*

Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026

January 2, 2026

Finance Committee: 12-22-2025

RESOLUTION NO. 24-2026

**AUTHORIZING THE CHAIR TO SIGN MULTI-YEAR AGREEMENTS  
FOR WINTER MAINTENANCE ON THE COUNTY ROAD SYSTEM**

By Mr. Hull, Chair, Finance Committee  
Cosponsored by Mr. Lightfoot, District 3 and Mr. Smithers, District 5

**WHEREAS**, the agreements for winter maintenance on the County road system have been negotiated with the Towns, and the County Highway Superintendent is authorized and directed to enter into such agreements with such towns for and on behalf of the County as provided in Section 135 and Section 135A of Highway Law, and

**WHEREAS**, the committee designated to negotiate included three (3) town supervisors, two (2) legislators, and the Superintendent, and

**WHEREAS**, the new agreement shall cover three (3) plowing seasons, beginning on or about October 1, 2026 and ending June 1, 2029, and

**WHEREAS**, the Towns will be divided into tiers with the Towns of Clifton, Fine, Piercefield, and Pitcairn being Tier II, and the other towns being Tier I, and

**WHEREAS**, in return for the performance of such work, the County will pay to Tier I Towns \$6,150 per mile for the 2026-2027 winter season, \$6,400 per mile for 2027-2028, and \$6,650 per mile for 2028-2029 (HC051424 40500), and

**WHEREAS**, the County will pay to Tier II Towns the sum of \$6,661 per mile for the 2026-2027 winter season, \$6,911 per mile for 2027-2028, and \$7,161 per mile for 2028-2029 (HC051424 40500), and

**WHEREAS**, of the 32 towns in St. Lawrence County, 26 are currently under similar agreements with the County for winter maintenance (the Towns of Canton, Clare, Pierrepont, Lisbon, Potsdam, and Russell are not participants of this agreement),

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign multi-year agreements for winter maintenance on the County road system, upon approval of the County Attorney.

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Kiersten Gotham, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 24-2026 Entitled "Authorizing the Chair to Sign Multi-Year Agreements for Winter Maintenance on the County Road System", adopted January 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Kiersten Gotham*

Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026

January 2, 2026

Finance Committee: 12-22-2025

RESOLUTION NO. 25-2026

**AUTHORIZING THE PURCHASE OF REAL PROPERTY EASEMENTS  
FOR THE COUNTY ROUTE 54 & MCEWEN ROAD BRIDGE  
OVER ALLEN BROOK IN THE TOWN OF LAWRENCE**

By Mr. Hull, Chair, Finance Committee

**WHEREAS**, St. Lawrence County is undertaking a necessary infrastructure improvement project involving the replacement of the CR 54 & McEwen Road Bridge over Allen Brook in the Town of Lawrence, NY, with funding partially provided through the Federal Emergency Management Agency (FEMA), and

**WHEREAS**, in order to complete the necessary bridge replacement and construction staging, the County requires the acquisition of certain temporary and/or permanent easements from two (2) affected property owners, and

**WHEREAS**, the County has negotiated fair and reasonable compensation for the required easements based upon appropriate valuations, and

**WHEREAS**, the compensation amounts agreed upon for the required easements are four hundred dollars (\$400) for Tax Parcel # 45.002-1-15.1 and six hundred dollars (\$600) for Tax Parcel # 45.002-1-16.1 (HM551124 49900 B5),

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators hereby authorizes the Chair to execute all necessary documents for the purchase of the required easements for Tax Map No. 45.002-1-15.1 and Tax Map No. 45.002-1-16.1, upon approval of the County Attorney.

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Kiersten Gotham, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 25-2026 Entitled "Authorizing the Purchase of Real Property Easements for the County Route 54 & McEwen Road Bridge over Allen Brook in the Town of Lawrence", adopted January 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Kiersten Gotham*

Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026

January 2, 2026

Finance Committee: 12-22-2025

RESOLUTION NO. 26-2026

**AUTHORIZING THE CHAIR TO SIGN DOCUMENTS GRANTING A  
PERMANENT EASEMENT TO NATIONAL GRID FOR ELECTRIC  
UTILITY INSTALLATION FOR THE CONSTRUCTION OF THE  
MAINTENANCE AND ADMINISTRATION FACILITY**

By Mr. Hull, Chair, Finance Committee

**WHEREAS**, Resolution No. 298-2025 authorized the solicitation of bids for the construction of the Maintenance and Administration Facility (the “New Facilities”), and

**WHEREAS**, the successful operation of the New Facilities requires the installation of new, dedicated electrical service, including a transformer and associated lines and equipment, to be provided by National Grid, and

**WHEREAS**, National Grid requires a permanent utility easement across a defined portion of the County Property to site the new transformer, run necessary conductors, and access the equipment for maintenance, repair, and replacement, and

**WHEREAS**, granting this easement is a necessary and essential prerequisite for completing the construction and allowing the New Facilities to become operational,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign all necessary deeds, easement agreements, and documents related to the granting of a permanent easement to National Grid for electric utility installation for the construction of the Maintenance and Administration Facility, upon approval of the County Attorney, and

**BE IT FURTHER RESOLVED** that authorizing this utility easement to National Grid is for the purpose of constructing, installing, and permanently maintaining a transformer, related conduits, wires, and other electrical apparatus necessary to serve the New Facilities at the County Property located at 7074 US Highway 11, Potsdam, New York., and

**BE IT FURTHER RESOLVED** that this easement will be granted if and only if the Project moves forward to construction phase.

STATE OF NEW YORK

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COUNTY OF ST. LAWRENCE

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I, Kiersten Gotham, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 26-2026 Entitled “Authorizing the Chair to Sign Documents Granting a Permanent Easement to National Grid for Electric Utility Installation for the Construction of the Maintenance and Administration Facility”, adopted January 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Kiersten Gotham*

Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026



January 2, 2026

Finance Committee: 12-22-2025

RESOLUTION NO. 27-2026

**AUTHORIZATION TO ABOLISH AN ASSISTANT HIGHWAY ADMINISTRATION  
MANAGER AND CREATE AND FILL A SENIOR ACCOUNT CLERK  
POSITION IN THE DEPARTMENT OF HIGHWAYS**

By Mr. Hull, Chair, Finance Committee

**WHEREAS**, the Department of Highways is committed to maintaining efficient and effective administrative operations, and

**WHEREAS**, a retirement is anticipated in early 2026, and the duties previously associated with the Assistant Highway Administration Manager position are no longer necessary in their original form, particularly since the superior position of Highway Administration Manager no longer exists to provide direct administrative oversight, and

**WHEREAS**, the title of Senior Account Clerk possesses the level of accounting necessary to complete the work, record-keeping, and administrative skills that would effectively receive and retain the training, and to take on complex responsibilities, including assisting with payroll, accounts payable/receivable, and budget preparation,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the County Administrator to abolish an Assistant Highway Administration Manager (Position No. 318100001) and create a Senior Account Clerk (Position No. 100200048).

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Kiersten Gotham, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 27-2026 Entitled "Authorization to Abolish an Assistant Highway Administration Manager and Create and Fill a Senior Account Clerk Position in the Department of Highways", adopted January 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Kiersten Gotham*

Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026

Kiersten Gotham  
Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026

January 2, 2026

Finance Committee: 12-22-2025

RESOLUTION NO. 29-2026

**ACCEPTING NEW YORK 250 (NY250) LOCAL PARTNERSHIP  
ALLOCATION FUNDS FOR THE 250TH ANNIVERSARY OF THE  
AMERICAN REVOLUTION AND MODIFYING THE 2026 BUDGET  
FOR THE COUNTY ADMINISTRATOR'S OFFICE**

By Mr. Reagen, District 1  
Co-Sponsored by Ms. Haggard, District 10 and Ms. Curran, District 15

**WHEREAS**, the New York State Legislature allocated funding to the New York State Education Department (NYSED) to support New York's commemoration of the 250th anniversary of the American Revolution through the New York 250 (NY250) initiative, and

**WHEREAS**, St. Lawrence County has received notification from NYSED identifying a Local Partnership Allocation to support countywide activities aligned with the NY250 themes of civic participation, inclusive history, and community resilience, and

**WHEREAS**, these one-time, formula-based funds are intended to catalyze locally led programming that highlights the people, places, and ideas that shaped both New York State and the nation, and

**WHEREAS**, St. Lawrence County has identified itself as the designee to receive and administer the NY250 Local Partnership Allocation, and

**WHEREAS**, St. Lawrence County has established a 250th Commemorative Committee composed of community members, municipal representatives, and historians, to plan and coordinate events in recognition of this historic anniversary, and

**WHEREAS**, the funds shall be used to support countywide programs, educational activities, and events commemorating the 250th anniversary of the American Revolution in St. Lawrence County, under the coordination of the St. Lawrence County 250th Commemorative Committee,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators accepts New York 250 (NY250) local partnership allocation funds for the 250th anniversary of the American Revolution, and

**BE IT FURTHER RESOLVED** that the Board of Legislators authorizes the Treasurer to modify the 2026 Budget for the County Administrator's Office as follows:

**INCREASE APPROPRIATIONS:**

B1M75104 46000 SP	B Prtnr AG - 250TH Spec Proj	\$15,000
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January 2, 2026

**INCREASE REVENUE:**

B1M32895 56000

SA Other Education

\$15,000

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Kiersten Gotham, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 29-2026 Entitled "Accepting New York 250 (NY250) Local Partnership Allocation Funds for the 250th Anniversary of the American Revolution and Modifying the 2025 2026 Budget for the County Administrator's Office", adopted January 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Kiersten Gotham*

Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026

January 2, 2026

Finance Committee: 12-22-2025

RESOLUTION NO. 30-2026

**AUTHORIZING THE CHAIR TO SIGN CONTRACTS**

By Mr. Hull, Chair, Finance Committee

**WHEREAS**, the following organizations have appropriations in the 2026 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, LLC	CD016804 43007	\$5,000
ABS Solutions, LLC - Juniper	CD016804 42004	\$20,000
ABS Solutions, LLC & Software House Intl. - Barracuda Email Protection	CD016804 42004	\$52,000
ABS Solutions, LLC & Software House Intl. - Microsoft 365 Annual Subscription	CD016804 42004	\$167,000
Adoption STAR, Inc.	Various Accounts	Rate Schedule
Adobe	CD016804 42004	\$15,000
Bigleaf Networks	CD016804 43007	\$12,500
Catholic Charities	A4143224 465CC	\$401,625
Childcare Coordinating Council of North Country	Various Accounts	Rate Schedule
Children's Home of Jefferson County	A4143224 465CH	\$23,422
Citizen Advocates	A4143224 465CA	\$451,279
Claxton Hepburn Medical Center (Lifeline - DSS)	Various Accounts	\$40 monthly/case
Claxton Hepburn Medical Center (Lifeline - OFA)	Various Accounts	Rate Schedule
Cornell Cooperative Extension (BOL)	B1A87504 465CE	\$340,713
Cornell Cooperative Extension (OFA)	ON067724 430SF	Rate Schedule
Cornell Cooperative Extension (PH)	PP040104 465CE	\$112,488
DeKalb Development Fund	ON067724 40700	\$4,140
Dr. Michael Sikirica, Medical Examiner	PC011854 43016	Rate Schedule
Family Counseling Services of NNY, Inc.	Various Accounts	Rate Schedule
Fortinet	CD016804 42004	\$23,500
Geocove Inc.	CD016804 43007	\$5,000
Gouverneur Community Center, Inc.	ON067724 40700	\$7,800
Glenns Falls Hospital	Various Accounts	Rate Schedule
SLC CDP Gouv Neighborhood Center (HEAP Outreach)	DAH60104 430OF HEAP	\$35 per unit
Health Services of Northern New York	OA067724 43007	Rate Schedule
HiView Solutions	CD016804 42004	\$6,000
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
James McGuinness & Associates, Inc.	PK040504 42004	\$13,000
Just Walk! Inc. (Walk with a Doc)	PP040104 43007	\$250
Karole Houle-Marolf	DAA60104 43007	\$4,680

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KnowBe4	CD016804 42004	\$16,000
LabCorp	DAC60104 43004	\$51 per unit
Linda Buchanan	ON067724 43007	Rate Schedule
Legal Aid Society of Northeastern NY, Inc.	Various Accounts	Rate Schedule
Massena Meals on Wheels	ON067724 430CA	Rate Schedule
Mental Health Counseling Services of NNY	Various Accounts	Rate Schedule
Morristown Fire District	ON067724 40700	\$6,600
NCC Systems	CD016804 43007	\$5,000
Network Experts of NY (vCISO)	CD016804 43007	\$40,000
Neurodevelopmental Health Services	Various Accounts	Rate Schedule
Nitel	CDS16804 42302	\$6,500
North Country Freedom Homes	A2342504 46500	\$708,534
Northern Lights Home Health Care	OA067724 43007	Rate Schedule
Northern Regional Center for Independent Living	A4143224 465NR	\$193,066
NYS DOCCS Office	ON067724 45200	Rate Schedule
NYSID, Inc.	DAA60104 43006	up to \$203,512
Our Lady of Lourdes Hospital	PC011854 451000 / 407MF	Rate Schedule
Potsdam Housing Authority	ON067724 40700	Site Use Only
Qualified Individuals	DAS60104 430QI	Rate Schedule
RealVNC	CD016804 42004	\$6,500
Rel Comm	CD016804 42306	\$90,000
Rel Comm - Fax Finder	CDS16804 42302	\$25,000
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 Treat and Detention Centers	Various Accounts	Rate Schedule
Resolution Center of Jefferson & Lewis Co.	Various Accounts	Rate Schedule
Rubenzahl, Knudsen & Assoc. (Psych Services)	Various Accounts	Rate Schedule
S&L Electric	CD016804 43007	\$3,000
Safe Harbour	Various Accounts	\$16,000
School Districts	Various Accounts	Rate Schedule
Saint Lawrence Pathology, PLLC	PC011854 43016	Rate Schedule
Schneider Geospatial	R1013554 42004	\$8,600
SL Child Care Council (Registration)	DSD60554 46500 CCBG	\$146,546
SL Child Care Council (Exempt)	DSD60554 46500 CCBG	\$77,685
SLC Dept of Community Services	DAS60104 43007 CCDS	up to \$210,000
SLC Dept of Community Services (Employee Cnsl)	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 Historical Association	B1M75104 46000	\$20,000
SLC Information Technology	DAA60104 47802	up to \$316,971
SLC Soil & Water Conservation District	B1S87304 46000	\$65,000
SLC Trails Services Agreement	B1070204 46000	\$50,000
SLC Trails Services Agreement	BF079894 43007	\$22,000
SLC Forestry	BF087104 43007	\$80,000
SL Lewis BOCES (Parenting Ed)	DSG60704 465PE	\$179,545
Seaway Valley Prevention Council (SVPC)	A2442504 46500	\$1,928,511
Seaway Valley Prevention Council	A4143224 465SV	\$48,770
Seniors Helping Seniors	OA067724 43007	Rate Schedule

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St. Joseph's Rehabilitation Center	A2142304 46500	\$466,838
St. Lawrence Health System	PC011854 451000 / 407MF	Rate Schedule
Specbee, LLC	CD016804 42004	\$8,000
STEP-BY-STEP	A4143224 465SS	\$760,852
STEP-BY-STEP (DSS Warming Cntr)	Various Accounts	up to \$233,444
THRIVE Wellness and Recovery, Inc.	A4143224 465TL	\$598,288
Tiffany Nelson-Fuse (Parenting Assessment)	Various Accounts	Rate Schedule
The Arc Jefferson-St. Lawrence NY	A4143224 465AR	\$606,499
The Mental Health Assoc of Jefferson County	A4143224 465JD	\$109,732
Town of Fine	ON067724 40700	\$4,200
TRANE U.S. Inc.	Various Accounts	\$26,429
Twin Pier Pathology	PC011854 451000 / 407MF	Rate Schedule
United Helpers	A4143224 465UH	\$292,589
USDA APHIS Wildlife Services	HM351104 43007	\$9,000
Venesky & Company	PA040104 43003	\$35,150
Volunteer Transportation Center	OA067724 443VT	Rate Schedule
Volunteer Transportation Center (DSS)	Various Accounts	Rate Schedule
Wendy's Wonderful Kids	DAS60104 430HF	Rate Schedule
Youth Advocate Programs, Inc. / YAP (CORE)	DSC61194 465YA	\$796,356
YAP (Raise the Age)	Various Accounts	\$399,926
YAP (Reunification)	DSC61094 465YA PRP	\$1,260,487
YAP (YES)	DSC61094 465YA PJDC	\$428,648
Zoom	CD016804 42004	\$13,500

STATE OF NEW YORK )  
 ) ss:  
COUNTY OF ST. LAWRENCE )

I, Kiersten Gotham, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 30-2026 Entitled "Authorizing the Chair to Sign Contracts", adopted January 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Kiersten Gotham*  
Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026

January 2, 2026

Finance Committee: 12-22-2025

RESOLUTION NO. 31-2026

**NEWSPAPER DESIGNATION**

By Mr. Hull, 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 2026:

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

Johnson Newspapers

North Country This Week

Gouverneur Tribune Press

STATE OF NEW YORK

)

COUNTY OF ST. LAWRENCE

) ss:

)

I, Kiersten Gotham, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 31-2026 Entitled "Newspaper Designation", adopted January 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Kiersten Gotham*

Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026



January 2, 2026

Finance Committee: 12-22-2025

RESOLUTION NO. 32-2026

**MODIFYING THE 2025 BUDGET FOR THE COUNTY ADMINISTRATOR'S OFFICE  
FOR COSTS ASSOCIATED WITH COMMUNITY COLLEGE TUITION**

By Mr. Hull, Chair, Finance Committee

**WHEREAS**, pursuant to the provisions of subdivision four of section 6305 of the Education Law, counties that do not have a community college are required to pay for partial tuition for its residents, which is charged back to the respective towns and villages, and

**WHEREAS**, the outstanding bills and any additional bills anticipated through the end of 2025 require a request for a transfer of funds to cover the cost of appropriations,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Treasurer to modify the 2025 Budget for the County Administrator's Office for costs associated with community college tuition, as follows:

**DECREASE APPROPRIATIONS:**

B1019904 49700	B SPEC Contingency Account	\$145,000
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**INCREASE APPROPRIATIONS:**

B1E24904 46502	B EDUC Community Colleges Tuition	\$145,000
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STATE OF NEW YORK	)
	) ss:
COUNTY OF ST. LAWRENCE	)

I, Kiersten Gotham, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 32-2026 Entitled "Modifying the 2025 Budget for the County Administrator's Office for Costs Associated with Community College Tuition", adopted January 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Kiersten Gotham*  
Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026

January 2, 2026

Finance Committee: 12-22-2025

RESOLUTION NO. 33-2026

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH TECANA, LLC  
FOR ELECTRONIC VOUCHERING SOFTWARE FOR THE  
ASSIGNED COUNSEL PROGRAM**

By Mr. Hull, Chair, Finance Committee

**WHEREAS**, St. Lawrence County is mandated to provide indigent defense under Section 18-b of County Law, and

**WHEREAS**, the County provides indigent representation through the Office of the Public Defender and Assigned Counsel through the St. Lawrence County Bar Association, and

**WHEREAS**, an Electronic Vouchering System will enable attorneys to most easily and efficiently submit invoices for payment, and track payments, while also providing a mechanism for collecting case data as required by the State, and

**WHEREAS**, two (2) systems have been reviewed, and Tecana, LLC was determined to be the most user-friendly and cost-effective software program for St. Lawrence County, at a cost of \$4,500 for one-time training and implementation and a monthly cost of \$1,295 (IAZ11704 42004 HH),

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign a contract with Tecana, LLC for electronic vouchering software for the Assigned Counsel Program, upon approval of the County Attorney.

STATE OF NEW YORK

)

) ss:

COUNTY OF ST. LAWRENCE

)

I, Kiersten Gotham, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 33-2026 Entitled "Authorizing the Chair to Sign a Contract with Tecana, LLC for Electronic Vouchering Software for the Assigned Counsel Program", adopted January 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Kiersten Gotham*

Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026

January 2, 2026

Finance Committee: 12-22-2025

RESOLUTION NO. 34-2026

**ADOPTING A REVISED ST. LAWRENCE COUNTY PURCHASING POLICY**

By Mr. Hull, Chair, Finance Committee

**WHEREAS**, Administration is tasked with an annual review of the Purchasing Policy for St. Lawrence County, and

**WHEREAS**, a period of time has passed since a review of the Policy has been presented for consideration, and

**WHEREAS**, the proposed revised St. Lawrence County Purchasing Policy to be dated December 2025 contains updates that are allowable under New York State General Municipal Law,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators adopts the revised St. Lawrence County Purchasing Policy dated December 2025.

STATE OF NEW YORK

)

) ss:

COUNTY OF ST. LAWRENCE

)

I, Kiersten Gotham, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 34-2026 Entitled "Adopting a Revised St. Lawrence County Purchasing Policy", adopted January 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Kiersten Gotham*

Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026

January 2, 2026

# **ST. LAWRENCE COUNTY PURCHASING POLICY**



**Revised December 2025**

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## **INTRODUCTION**

Purchasing is a term used to describe the activities of obtaining materials, supplies, equipment and services that are required for the operation of county business.

The purchasing system is governed by General Municipal Law Sections 103 and 104, the goal of which is the protection of the public's tax dollar from elements of favoritism, improvidence, extravagance, corruption and fraud.

In general, the objectives of purchasing are to buy materials, supplies, equipment and services of the right quality, in the right quantity, from the right source and at the right price.

The Board of Legislators has delegated the responsibility and authority for purchasing and all of the accompanying functions to the Purchasing Agent/the County Administrator.

The keynote of any successful purchasing process is cooperation; cooperation between department heads, and the Purchasing Office, cooperation between the Purchasing Office and the fiscal staff, cooperation between the governing board and all officers and employees of the County.

## **DEFINITIONS OF TERMS**

As used in this handbook:

1. "Blanket Purchase Order" shall mean a purchase order which is issued to one vendor for a specific period of time for items frequently purchased.
2. "Board" shall mean the Board of Legislators
3. "Claim" shall mean a request by a vendor for payment for materials furnished or for services rendered.
4. "Commodities" shall mean standard articles of commerce in the form of material goods, supplies, products or similar items.
5. "Invitation for Sealed Bids" shall mean the solicitation process used for competitive, Sealed bidding. The response to a sealed bid is an offering which must be accepted or rejected without change.
6. "Invoice" shall mean a formal statement or billing submitted by a vendor, showing the amount due and terms of payment for supplies delivered or for services rendered.
7. "Piggybacking" shall mean the purchasing of commodities and/or services by utilizing a contract let by another public entity. (Can only be done when certain criteria are met. Contact Purchasing Office for more information).
8. "Professional Services" are unique, technical functions performed by independent contractors whose occupation is the rendering of such services and whose services often require a license to operate. Examples, include but are not limited, to the following: medical services, management consultation services, architects and/or engineering services, accounting, appraisal, and legal services.
9. If a "Declaration State of Emergency" or "Public Emergency" shall mean the need for the procurement of goods or services arising out of an accident or other unforeseen occurrences or conditions whereby circumstances may affect public buildings, public property or the life, health, safety or property of the inhabitants of St. Lawrence County.
10. "Public Work" shall mean construction, including major repairs or alterations, general maintenance, and/or repairs to County facilities, building services contracts or other labor-intensive projects.
11. "Purchase Order" shall mean a formal, detailed notice to a vendor to furnish supplies or equipment.
12. "Purchasing" shall mean the act of obtaining supplies, equipment or services necessary to carry out a particular function of the County.

January 2, 2026

13. "Purchasing Agent" shall mean the person designated to contract for necessary supplies, equipment and services. Local Law No. 1 for the Year 1990, the St. Lawrence County Board of Legislators has delegated these responsibilities to the County Administrator.
14. "Request for Proposals" (RFP) shall mean a more formal and detailed process to acquire of a quote, usually used when acquiring services. A RFP should include a work statement or performance specification detailing what is required, the time frames within which the work is to be completed and evaluation criteria by which a proposer will be judged. The firm's experience and ability to perform the specified work, the firm's personnel and past performance may be evaluated. Price is not the sole factor in determining the award of the proposal.
15. "Request for Qualifications" (RFQ) shall mean a qualifications-based competitive selection process. Vendors are required to submit their qualifications for a project, allowing the County to select the firm who is most qualified for the project. It is allowable for fee negotiations to begin after the firm has been identified.
16. "Request for Quotation" shall mean the process used for seeking competition on small purchases which do not require competitive sealed bidding. The quotation response shall be accepted as-is, without change or negotiation.
17. "Requisition" shall mean a written request to the Purchasing Office for County Departments for one or more items or services necessary to carry on or improve a particular function of the County.
18. "Requisitioner" shall mean the staff member or department head, or their authorized delegate, initiating a request for goods or services.
19. "Services" shall mean the furnishing of labor, time or effort by a contractor, not involving the delivery of a specific end product.
20. "Specifications" shall mean a written description of needed supplies, equipment or services setting forth in a clear and concise manner the characteristics of the items and/or services to be purchased and the circumstances for the purchase.
21. "Vendor" shall mean a supplier of goods or services to the County.



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## **PURCHASING POLICY AND CONTROL**

1. The Purchasing Office shall be responsible for developing and administering the purchasing program of St. Lawrence County in conjunction with the St. Lawrence County Board of Legislators.
2. The St. Lawrence County Purchasing Office is hereby authorized to make all purchases of necessary goods and services by any means legally available within the State of New York and within all applicable rules and regulations, in the best interest of the taxpayers of St. Lawrence County.

As authorized by New York General Municipal Law 103 and St. Lawrence County Local Law No. 1 for the year 2014, purchase contracts (including contracts for service work, but excluding any purchase contracts necessary for the completion of a public works contract pursuant to article eight of the Labor Law) may be awarded on the basis of best value, as defined in section 163 of the State Finance Law and as authorized in section 103 of the General Municipal Law, to a responsive and responsible offeror. When the bid specifications state that the bid will be awarded on the basis of “best value”, the specifications will also include the criteria that will be used to award the bid. In assessing best value when awarding the purchase contract, non-price factors can be considered. Non-price factors can include, but are not limited to, environmental benefits, energy efficiency, reliability of a product, efficiency of operation, difficulty/ease of maintenance, useful lifespan, ability to meet needs regarding timeliness of performance, and experience of a service provider with similar contracts. The basis for a best value award, however, must reflect, whenever possible, objective and quantifiable analysis. Bids awarded by best value must be scored and the scoring must be documented. The manner in which the evaluation and award of offers will be conducted and, as appropriate, the relative importance of weighting of price and non –price factors should be included in the bid specifications. Such basis may also identify a quantitative factor for offerors that are small business or certified minority or women-owned business enterprises as defined in subdivisions one, seven, fifteen and twenty of section 310 of the Executive Law.

Not all bids will benefit nor are eligible for the best value award method. Prior approval from the Purchasing Office is required to proceed with a bid to be awarded by best value. Bids solicited in this manner will be titled a Request for Competitive Offers. Bids to be awarded in this manner must still be awarded to a responsive and responsible bidder or offeror.

January 2, 2026

## **PROCEDURES FOR THE PURCHASE OF COMMODITIES, EQUIPMENT OR GOODS**

<b>Dollar Limit</b>	<b>PROCEDURE</b>
\$1 - \$5,000	At the discretion of the Purchasing Agent
\$5,001 – \$10,000	Documented quotes from at least three separate vendors (if available). Confirming fax/email quotes from at least three separate vendors (if available)
\$10,001 – \$30,000	Formal written quotes from at least three separate vendors (if available)
\$30,001 and up	Sealed bids in conformance with Municipal Law, Section 103.

The following language should be added to applicable bids (those for goods and services which do NOT require prevailing wages):

The contract, if awarded, will be to the lowest responsive/responsible bidder (s) in part or in whole who meet (s) all the terms of the specifications. St. Lawrence County guarantees no minimum or maximum purchases or contracts as a result of award of this bid. St. Lawrence County reserves the right to allow all municipal and not for profit organizations authorized under the General Municipal Laws of the State of New York to purchase any goods and/or services awarded as a result of this bid in accordance with the latest amendments to NYS GML 100 through 104. However, it is understood that the extension of such contracts are at the sole discretion of the vendor and the vendor is only bound to any contract between St. Lawrence County and the vendor. Vendor may not look to St. Lawrence County for payment in the event another municipality or authorized entity piggybacks on a St. Lawrence County awarded bid and orders equipment, materials or supplies, but fails to pay for them. Additionally, St. Lawrence County reserves the right to purchase any goods or services included as a part of this bid from any means legally available to it at any time.

Proper documentation is required when the quote or bid is not awarded to the vendor giving the lowest price. Quotes and/or bids will be awarded to the lowest responsible and responsive vendor.

January 2, 2026

## **PROCEDURES FOR PUBLIC WORK PROJECTS/CONTRACTS**

Section 220 of the Labor Law requires public work contractors and subcontractors to pay laborers, workers, etc., employed in the performance of a public work contract not less than the prevailing rate of wage and to provide supplements (fringe benefits) in accordance with the prevailing practices in the locality where the work is performed.

Whenever a project is contemplated where labor is involved, the issue of prevailing wages should be considered. The prevailing rate schedule must be included in the specifications for the contract to be awarded and is deemed part of the public work contract.

A request must be submitted for a Prevailing Wage Schedule for the particular job in question. A package of current wage schedules must be provided, along with forms that must be filled out and returned to the Labor Department. Each job has its own assigned number and name. For example, you cannot just use a Prevailing Wage Schedule for carpenters for each carpenter job that comes along. A Prevailing Wage Schedule must be requested for each particular job.

### **PUBLIC WORK PROJECTS/CONTRACTS**

#### **Dollar Limit**

#### **Procedures**

\$1 - \$10,000

At the discretion of the Purchasing Office

\$10,001 – 15,000

Documented quotes from at least three separate vendors (if available).

Confirming fax/email quotes from at least three separate vendors (if available)

\$15,001 - \$35,000

Formal written quotes or Request for Proposals from at least three separate vendors (if available) are required

\$35,001 and up

Formal sealed bids in conformance with General Municipal Law, Section 103.

In all circumstances, whenever the lowest quote is not awarded, there must be written documentation of the reason for the award. Under no circumstances can a quote that exceeds the bid limit be awarded.

January 2, 2026

## **PROCEDURES FOR PROFESSIONAL SERVICES AND/OR CONSULTANTS**

The intent of General Municipal Law, Section 104-b, also includes the hiring of consultants and professionals for services. The following policy shall apply:

<b>Dollar Limit</b>	<b>Procedure</b>
\$1 - \$10,000	Award will be upon the recommendation of the department head, and with the approval of the Purchasing Agent.
\$10,001 – 25,000	Documented quotes from at least three separate vendors (if available) with confirming fax/email quotes. The award will be made upon the recommendation of the department head and the approval of the Purchasing Office.
\$25,001-\$50,000	Prices will be obtained by formal written quotes from at least three separate vendors (if available). The award will be made upon the recommendation of the department head and the approval of the Purchasing Office.
\$50,001 and up	Prices will be obtained by either Request for Proposals (RFP) or Request for Qualifications (RFQ) from at least three separate vendors (if available). The award will be made upon recommendation of the department head and the approval of the Purchasing Office.

### **ALL RFPS AND RFQS SHALL BE REVIEWED BY THE PURCHASING OFFICE PRIOR TO DISTRIBUTION TO PROSPECTIVE VENDORS**

The County may vary from this professional services procurement policy, with the approval of the Purchasing Agent/County Administrator and/or Board of Legislators' approval.

**Please see RFP guidelines section on the next page for assistance in preparing RFPs.**

Awards to someone other than the lowest proposer must be properly documented with the rationale/reason for rejection of the lowest price. Any and all procedures not specifically covered in this policy will be adhered to as covered in General Municipal Law, Section 104-b.

Exceptions to the Professional Services process are as follows. These procurements are subject to the approval of the Purchasing Agent.

January 2, 2026

1. Human Service contracts which provide Direct Professional Services to clients. These services shall include, but not be limited to the following:

- a. Agreements between the County Legislature and non-profit organizations, the federal government, or other state or local governments, including the transfer, sale or exchange of goods and/or services.
- b. Contracts in which the nature and scope requires contracting with multiple agencies or individuals to provide the same service, or which all vendors are needed to fulfill the demand.
- c. Set Rate Contracts - those contracts that the payment rate is set by local, state or federal agencies.
- d. Human service contracts in which client-choice is required by state or federal guidelines.

2. Professional Service Agreements and Contracts between the County and the following:

- a. United States Government.
- b. New York State Government, including, but not limited to, state agencies and units of the State University of New York.
- c. Other local governments, school districts, and Board of Cooperative Educational Services (BOCES).
- d. Not-For-Profit Organizations.
- e. Public Benefit Corporations or Public Authorities.
- f. Cornell Cooperative Extension.
- g. Soil and Water Districts.

3. Contracts for legal services and support services related to the provision of the legal services.

January 2, 2026

## **REQUEST FOR PROPOSAL GUIDELINES**

A Request for Proposals (RFP) is a formal invitation to submit an offer. The offer is to provide a solution to a problem or a need that an organization has identified. The RFP is used when the County is not sure what solution would best suit our needs or when we are looking for different solutions. RFP should be used when procuring professional services which involve a specialized skill, training or expertise (i.e. architects, engineers, consultants, software specialists).

### **All RFP's should contain the following:**

- Background Information (provide a brief overview of your organization; provide a brief overview of the procurement subject matter; describe the background surrounding this procurement; list key dates/events, including the due date for the RFP and possibly the time frame for selection of proposal by the County; list definitions)
- Objectives and Technical Requirements (include specific objectives and desired outcomes – also include any specific technical requirements for the contract. List any criteria which are required to qualify vendors for this procurement. This may include past experience requirements, financial statements, staffing and personnel biographies and certification/license requirements)
- Cost Proposal Requirements (describe how you would like the cost proposals submitted (i.e. fixed price, lump sum, cost plus)
- Contractual Terms and Conditions (list the standard terms and conditions – include a sample contract if available)
- Administrative Section (describe how inquiries to the RFP can be handled, pre-proposal conference info, insurance requirements)
- Proposal Format & Content (describe in what format all proposals are to be submitted – proposals can be rejected if not submitted in the proper format)
- Proposal Evaluation Criteria (describe what criteria will be used to evaluate the RFP)
- Proposal Evaluation Team (List who will be evaluating the RFP)
- Attachments (list what attachments, i.e. non-collusion certificates, reference sheets, etc. That must be returned with the proposal)

January 2, 2026

## **FEDERAL PROGRAM GUIDELINES**

The federal programs of the County are governed by the Uniform Guidance issued by the Federal Office of Management and Budget (OMB). In accordance with the requirements set forth by 2 CFR sections 200.317 through 200.326 of the Uniform Guidance, the following guidelines must be followed.

- Article 3, Section B of the St. Lawrence County Ethics Law sets forth policy that County officers or employees must avoid conflicts or potential conflicts of interest. This would include conflicts of interest with regards to the selection, award, and administration of contracts.
- State or local geographical preferences in evaluation of bids do not apply to federally funded programs. No language can be included in procurement solicitations contrary to this section.
- Thresholds for small dollar purchases are outlined in the St. Lawrence County Purchasing Policy. These thresholds are applicable to federal programs.
- Procurement transactions must be conducted in a manner providing full and open competition. Specifications shall not include unreasonable requirements on firms in order for them to qualify to do business with the County.
- The County cannot enter into a contract funded by the Federal Government with a contractor that is debarred or suspended by an agency of the Federal or New York State Government.
- Construction contracts greater than \$250,000 are required to have at a minimum the following bonding requirements.
  1. A bid guarantee from each bidder equivalent to five percent of the bid price.
  2. Performance and payment bonds on the part of the contractor for 100 percent of the contract price.
- Contracts subject to this section must contain the applicable provisions described in Appendix II to part 200 – Contract provisions for non-Federal Entity Contracts under Federal Award.
- The County will perform a cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold of \$250,000. At a minimum, the cost analysis will include an independent estimate prepared before receiving bids or proposals.

January 2, 2026

## **POLICY NOTES AND EXCEPTIONS TO POLICY**

1. If an emergency exists where the delay caused by soliciting quotes would endanger the health, welfare, or property of the municipality, or more importantly the individual tax payer, then the procurement of goods or services will be at the discretion of the County Administrator, with documentation as to the nature of the emergency being sent to the Purchasing Office, within five (5) working days of such procurement.
2. The Purchasing Office. shall procure supplies and equipment, as needed, at the best possible price and maintain adequate records to show that this was done. Section 103 of the General Municipal Law allows for exceptions to competition (true leases, surplus equipment and sole source are examples). These purchases shall be made as outlined in General Municipal Law.
3. Purchase contracts for materials, equipment and supplies involving an estimated annual expenditure of over \$20,000, and public works contracts involving over \$35,000, shall be awarded only after public advertising and soliciting for formal bids (pursuant to Section 103 of the General Municipal Law).
4. All contracts, which require public advertising and competitive bidding, shall be awarded as provided by law and the rules and regulations of the board. Recommendations for awarding contracts shall be submitted by the appropriate department head and/or employee.
5. Purchases shall be made as required under Section 175 a and b of the State Finance Law and Section 162 of the Procurement Stewardship Act of 1995, through available state contracts of the Office of General Services, Division of Purchasing, the List of Preferred Source offerings from Correctional Industries (Corcraft), Industries for the Blind, and Industries for the Disabled (NYSID), or under County Contracts pursuant to Section 408-a of the County Law, whenever such purchases are in the best interest of the county.

The List of Preferred Source offerings also contain a requirement to notify preferred sources when certain SERVICES are needed. After you have determined a need for a service, you must check with the Purchasing Office to determine if the service being requested is available from one of the Preferred Sources. If the service is listed, you must contact the Preferred Source and provide them with your requirements. They have 10 days to let you know if they can fulfill your needs. Purchasers are not allowed under the law to solicit bids or award contracts for listed services until the above procedure has been completed.

Purchases made by utilizing New York State contracts may be done without the requirement of obtaining quotes or bids as New York State has already gone to bid for these items. Purchases made through National Cooperative contracts or other piggybackable municipal contracts must be pre-approved by the Purchasing Office as these contracts need to be individually vetted prior to use.

The use of New York State contracts, national cooperative contracts or municipal contracts may alleviate the necessity for quotes or bids; however, obtaining price quotes is still advised as these contracts may not represent the best possible price for the County.



January 2, 2026

When utilizing any of the above contracts, the department is responsible for submitting proper supporting documentation to the Purchasing Office including but not limited to: proof that the vendor holds a current contract, proof that the item (s) being purchased are included in the contract, and contract price verification.

New York State, national cooperative or municipal contract pricing, may be negotiated downward from the stated contract price.

6. The Purchasing Office shall issue purchase orders after first determining that unencumbered balances of budgetary appropriations are adequate to cover such obligations.

7. Supplies used by various offices and departments shall be uniform whenever consistent with operational goals and in the interest of efficiency or economy. These supplies may be available in the Central Stockroom.

8. When two or more responsible bidders who have met the specifications, and have furnished the required security, submit bids or quotations identical in price, preference in the award shall be given to a local St. Lawrence County vendor. If the tie involves multiple St. Lawrence County vendors, lots will be drawn among the local vendors to determine the award. For purposes of this section, a St. Lawrence County vendor is defined as a business in which the majority of the ownership of the business is by persons whose primary residence is in the County of St. Lawrence, State of New York. If the tie does not involve any St. Lawrence County vendors, lots will be drawn among the bidders who submitted the tie bids or quotations to determine the award.

9. All purchase orders and contracts entered into by St. Lawrence County are subject to compliance with the St. Lawrence County Ethics Law.

January 2, 2026

## **PURCHASING PROCEDURES GENERAL**

1. With the exception of purchases made under blanket purchase orders and/or confirming orders (those requiring immediate action), only the person designated as Purchasing Agent may commit the county for a purchase. The St. Lawrence County Board of Legislators has delegated these responsibilities to the County Administrator.

The Auditing staff and the Purchasing Office will review these purchases and inform the County Administrator whenever items could have been purchased for a minimal amount, and were not, thereby wasting the taxpayers' dollars.

2. The material, equipment, supplies and/or services to be purchased shall be of the quality and quantity required to serve the function in a satisfactory manner, as determined by the requisitioner and the Purchasing Office.

3. It is the responsibility of the requisitioner to provide an adequate description of items needed and prepare the specifications to procure the desired commodity and/or service. The Purchasing Office will assist the requisitioner in the preparation of specifications. All requisitions are processed through the County's MUNIS Financial System.

4. It is the responsibility of the Purchasing Office to make alternative suggestions to the requisitioner if, in the judgement of the Purchasing Office, the specifications would restrict competition or otherwise preclude the most economical purchase of the required items. In case of disagreement as to the content of the specifications, the County Administrator, after reviewing all available data, shall make the final determination.

5. When a low bidder proposes an alternative as "an equal" to what is specified, it is the responsibility of the Purchasing Office, department head, and/or the County Attorney, to determine whether the proposed substitution is, in fact, equal.

January 2, 2026

## **BLANKET PURCHASE ORDER PROCEDURES**

Blanket purchase orders are used for items which are frequently purchased from the same vendor on an "as needed" basis during a certain calendar period. A blanket purchase order eliminates the processing of many individual purchase orders and allows the department's flexibility in ordering and receiving commodities.

### **Procedures:**

The requesting department initiates a purchase requisition for the calendar period needed. The dollar amount is estimated by the department head (or designer) and is reviewed by the Purchasing Office. The Purchasing Agent will issue an encumbered purchase order. The purchase order number must be given to the vendor when ordering commodities and must appear on all paperwork received from the vendor. After receiving the last invoice for the month, process the invoices for payment.

If the dollar amount on the blanket purchase order will be used up before the end of the purchase order period and additional purchases must be made, submit a request to the Purchasing Office to increase the purchase order. **DO NOT EXCEED THE ENCUMBERED BLANKET PURCHASE ORDER DOLLAR AMOUNT.** Exceeding the dollar amount appropriated on a blanket purchase order is, in fact, placing an order without the approved appropriation of funds. The New York State Comptroller's office states that this practice does not conform to accepted accounting principles.

The department(s) submitting blanket purchase requisitions for a particular commodity, (i.e. food), on existing awarded county bid contracts, will not be allowed to purchase any other items on that blanket PO (i.e., dishes, etc.) on the blanket purchase order issued. The request department will submit a separate purchase requisition.

January 2, 2026

## **CONFIRMING ORDERS**

A verbal order, subject to subsequent confirmation by a written purchase order, may be given in cases where immediate action is needed. Naturally, such a deviation from "normal" will have a very limited use, and prior permission is needed from the County Administrator or Purchasing Office.

The individual placing such an order shall justify the need for this action. Inadequate time given by the Department for processing will not be considered a valid reason for this process.

A confirming order shall be issued immediately after the availability of funds is determined and certified. This order shall follow the same procedures as other orders but shall have priority so that the vendor will receive the order without delay. The order shall be marked "confirming".

The county will not be responsible for orders placed in this manner, unless a confirming order has been cleared through the purchasing office.

## **EXCEPTIONS TO PURCHASE ORDERS**

Thus far, we have discussed the procedures to be followed when a purchase order is needed. We reflect on the need for cooperation and control.

Control involves not only compliance with required purchasing procedures but also affects paperwork. "Over-papering" can ruin the effectiveness of the system almost as quickly as noncompliance.

There are certain expenditures for which the processing of a purchase order/requisition is unnecessary. The following shall be made without purchase orders/requisitions:

1. Contracts for services - any encumbrance should be on the basis of contracts
2. Employee expenses such as travel and conference expenses, meals, mileage and other reimbursable expenses in performance of day-to-day duties
3. Reimbursement of petty cash funds
4. Utility bills
5. Service contracts for a fixed monthly or annual amount. (May be encumbered on the basis of contracts)
6. Interdepartmental charges. Medical examinations and veterinarian fees
7. Legal notices and classified advertisements
8. Postage Meter Costs

January 2, 2026

## **COUNTY PURCHASING**

Section 103(3) of the General Municipal Law permits any municipality to purchase materials, equipment or supplies utilizing County Bid Awards. The St. Lawrence County Board of Legislators has authorized the inclusion of a provision allowing municipalities, and/or subcontract agencies, located wholly or partly within the county, to participate in purchase contracts awarded by them (pursuant to County Law, 408-a).

All purchases shall be subject to audit and inspection by the municipality, and the municipality shall be solely responsible for any payments due.

All printed material relating to the procurement of the item, and subsequent payment to the vendor, shall make reference to the county contract.

January 2, 2026

## **SALE AND DISPOSITION OF COUNTY-OWNED PERSONAL PROPERTY**

The sale or disposition of personal property, which is no longer of use by St. Lawrence County, shall be in accordance with the following rules and regulations adopted by the St. Lawrence County Board of Legislators, except as otherwise provided by law:

To allow preference to municipalities in St. Lawrence County, surplus equipment and supplies will be offered to municipalities before being offered to the general public.

1. Notices will be sent to all St. Lawrence County Towns, Villages, and the City of Ogdensburg listing the surplus equipment and supplies available, and times that they may inspected. Municipalities will be given a minimum of two weeks to inspect and bid on the surplus equipment and supplies.

2. After the municipalities have their opportunity to bid on the surplus equipment and supplies, the remaining items will be offered to the general public through Auction or sealed bid.

The equipment or supplies offered will be awarded to the highest bidder. Tie bids will be determined by drawing lots. The County does reserve the right to reject any, and all bids. The County also reserves the right to sell to next highest bidder if the successful bidder fails to accept the award.

3. Transfer of surplus equipment to Political Subdivisions and School Districts in St. Lawrence County: The County Administrator may authorize the transfer of items valued at less than \$250.00 to municipal governments and school districts in St. Lawrence County at no cost to the municipality.

This transfer may be accomplished in the following manner:

- (a) By written request of a municipality or school district to the County Administrator.
- (b) By a letter being sent by the Purchasing Office to all St. Lawrence County Towns, Villages, School Districts, and the City of Ogdensburg. This letter would indicate that surplus equipment valued at less than \$250 is available at no cost to the municipalities or school districts. Instructions for viewing and picking up the Purchasing Office will provide the surplus equipment.

January 2, 2026

Finance Committee: 12-22-2025

RESOLUTION NO. 35-2026

**MODIFYING THE 2025 BUDGET FOR THE ASSIGNED COUNSEL PROGRAM**

By Mr. Hull, Chair, Finance Committee

**WHEREAS**, the cost for Assigned Counsel for Indigent Defense has exceeded the 2025 budgeted appropriations, and

**WHEREAS**, with eligibility standards changing, along with State-mandated rate increases, the cost of providing indigent defense continues to rise, with the State reimbursing up to fifty percent (50%) of these increased costs,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Treasurer to modify the 2025 Budget for the Assigned Counsel Program, as follows:

**INCREASE APPROPRIATIONS:**

IA011704 430AC	IA AC Appeals Cases	\$50,000
IA011704 430CC	IA AC Criminal Cases	200,000
IA011704 430FC	IA AC Family Court Cases	<u>100,000</u>
		\$350,000

**INCREASE REVENUE:**

IA030255 56000	IA AC SA Indigent Legal Services	\$350,000
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STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Kiersten Gotham, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 35-2026 Entitled "Modifying the 2025 Budget for the Assigned Counsel Program", adopted January 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Kiersten Gotham*

Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026

January 2, 2026

Finance Committee: 12-22-2025

**RESOLUTION NO. 36-2026**

**MODIFYING THE 2025 BUDGET FOR THE COUNTY ADMINISTRATOR'S OFFICE  
FOR COSTS ASSOCIATED WITH COURT-ORDERED SERVICES AT NEW YORK  
STATE OPERATED INPATIENT MENTAL HYGIENE FACILITIES**

By Mr. Hull, Chair, Finance Committee

**WHEREAS**, New York Mental Hygiene Law, Section 43.03 (c) mandates a county cost for persons receiving services, pursuant to a court order, at a state-operated inpatient facility for indefinite/extended periods of time, and

**WHEREAS**, counties are mandated to incur the cost of court-ordered chargebacks which are haphazard, disproportionate, and cannot be accurately budgeted, forecaster, or planned for, and

**WHEREAS**, the cost of an individual receiving inpatient services is currently \$1,151.61 per day,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Treasurer to modify the 2025 Budget for the County Administrator's Office for costs associated with court-ordered services at New York State operated inpatient mental hygiene facilities, as follows:

**DECREASE APPROPRIATIONS:**

B1019904 49700	B SPEC Contingency Account	\$400,000
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**INCREASE APPROPRIATIONS:**

BL010104 43007	B Other Fees & Services	\$400,000
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STATE OF NEW YORK	)
	) ss:
COUNTY OF ST. LAWRENCE	)

I, Kiersten Gotham, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 36-2026 Entitled "Modifying the 2025 Budget for the County Administrator's Office for Costs Associated with Court-Ordered Services at New York State Operated Inpatient Mental Hygiene Facilities", adopted January 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Kiersten Gotham*  
Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026



January 2, 2026

Operations Committee: 12-22-2025

RESOLUTION NO. 37-2026

**AUTHORIZING THE CHAIR TO SIGN CONTRACTS WITH HERMON-DEKALB  
CENTRAL SCHOOL AND HEUVELTON CENTRAL SCHOOL FOR  
PARTICIPATION IN THE SCHOOL RESOURCE DEPUTY PROGRAM**

By Mr. Hull, Chair, Finance Committee

**WHEREAS**, Resolution No. 8-2022 authorized the Chair to sign contracts establishing the School Resource Deputy (SRD) Program with St. Lawrence County School Districts, and

**WHEREAS**, Hermon-Dekalb Central School and Heuvelton Central School have each completed their initial contracts, along with subsequent extensions, and have expressed satisfaction with the services provided through the SRD Program, and

**WHEREAS**, both school districts would like to continue participation in the SRD Program and wish to enter into new contracts to ensure continued services for their students and staff, and

**WHEREAS**, Hermon-Dekalb Central School desires to enter a new two (2)-year contract, with the option for two (2) additional one (1)-year extensions, for a contract period commencing January 1, 2026 and concluding December 31, 2027, with optional extensions through December 31, 2029, and

**WHEREAS**, Heuvelton Central School desires to enter a new eighteen (18)-month contract to align with its academic calendar, commencing January 1, 2026 and concluding June 30, 2027, with the option for two (2) additional one (1)-year extensions, which, if exercised, would extend Heuvelton's agreement through June 30, 2029,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign contracts with Hermon-Dekalb Central School and Heuvelton Central School for participation in the School Resource Deputy Program, upon approval of the County Attorney.

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Kiersten Gotham, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 37-2026 Entitled "Authorizing the Chair to Sign Contracts with Hermon-Dekalb Central School and Heuvelton Central School for Participation in the School Resource Deputy Program", adopted January 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Kiersten Gotham*

Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026

January 2, 2026

Finance Committee: 12-22-2025

RESOLUTION NO. 38-2026

**AUTHORIZING THE CHAIR TO SIGN A FACILITY RENTAL AGREEMENT WITH  
THE VILLAGE OF CANTON FOR THE USE OF THE CANTON RECREATION  
PAVILION ICE RINK AND THE RILEY COMMUNITY ROOM**

By Mr. Hull, Chair, Finance Committee

**WHEREAS**, St. Lawrence County will hold an employee appreciation event at the Canton Recreation Pavilion, owned by the Village of Canton, and

**WHEREAS**, employees will have the opportunity to ice skate and utilize the Riley Community Room for games and activities, and

**WHEREAS**, it is necessary to enter into an agreement with the Village of Canton for the use of their facilities, and

**WHEREAS**, the cost associated with the rental of the space is \$250 (09TG0050 50200),

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign a facility rental agreement with the Village of Canton for the use of the Canton Recreation Pavilion Ice Rink and the Riley Community Room, upon approval of the County Attorney.

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Kiersten Gotham, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 38-2026 Entitled "Authorizing the Chair to Sign a Facility Rental Agreement with the Village of Canton for the Use of the Canton Recreation Pavilion Ice Rink and the Riley Community Room", adopted January 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Kiersten Gotham*

Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026

January 2, 2026

RESOLUTION NO. 39-2026

**MODIFYING THE 2026 BUDGET FOR THE COUNTY ADMINISTRATOR'S OFFICE  
TO REAPPROPRIATE FUNDS FOR ACTIVITIES ASSOCIATED WITH THE 250TH  
COMMEMORATION OF THE UNITED STATES**

By Mr. Reagen, District 1

**WHEREAS**, funds were appropriated in the 2024 and 2025 Budget for the purpose of funding activities in support of the commemoration of the 250th anniversary of the United States, and

**WHEREAS**, not all the funds were utilized and as the anniversary approaches this year, the Committee assigned to plan activities would like to make the funds available for use, and

**WHEREAS**, Resolution No. 214-2024 authorized a portion of the funds (\$15K) to the Chamber of Commerce for marketing and the purchase of items that could be shared with members of the public, and

**WHEREAS**, the Committee would like to access the funding in the near future and provide opportunities to municipalities and school districts as the County prepares for this momentous occasion,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Treasurer to modify the 2026 Budget for the County Administrator's Office for activities related to the 250th Anniversary of the United States as follows:

**DECREASE UNAPPROPRIATED FUND BALANCE:**

01TG0911 50300	Fund Balance, Unreserved Unappropriated	\$30,000
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**INCREASE APPROPRIATED FUND BALANCE:**

01TG0910 50300	Fund Balance, Unreserved, Appropriated	\$30,000
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**INCREASE APPROPRIATIONS:**

B1M75104 46000 SP	B Prtnr Ag - 250th Special Proj	\$30,000
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STATE OF NEW YORK	)
	) ss:
COUNTY OF ST. LAWRENCE	)

I, Kiersten Gotham, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 39-2026 Entitled "Modifying the 2026 Budget for the County Administrator's Office to Reappropriate Funds for Activities Associated with the 250th Commemoration of the United States", adopted January 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Kiersten Gotham*  
Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026

January 2, 2026

RESOLUTION NO. 40-2026

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH KAS  
ENVIRONMENTAL SCIENCE & ENGINEERING FOR A HAZARDOUS  
STUDY FOR THE ST. LAWRENCE COUNTY SURROGATE BUILDING**

By Mr. Denesha, District 6

**WHEREAS**, a Request for Quotes for a Hazardous Materials Survey for the St. Lawrence Surrogate Building was issued and the County received three (3) quotes, and

**WHEREAS**, after reviewing bids and checking references, the recommendation is KAS Environmental Science & Engineering as the lowest responsible bidder at a cost of \$7,045, and

**WHEREAS**, the hazardous material survey will identify and assist the County in addressing issues within the building, and

**WHEREAS**, upon receipt of the results, KAS will prepare a summary report, which will outline methodology, laboratory results, identification of quantity/condition/location of ACM's, lead-based paint, PCB's and hazardous materials, conclusions and recommendations which will allow for determining the scope necessary for asbestos/hazardous material remediation of the building,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign a contract with KAS Environmental Science & Engineering for a Hazardous Study for the St. Lawrence County Surrogate Building, upon approval of the County Attorney.

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Kiersten Gotham, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 40-2026 Entitled "Authorizing the Chair to Sign a Contract with KAS Environmental Science & Engineering for a Hazardous Study for the St. Lawrence County Surrogate Building", adopted January 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Kiersten Gotham*

Kiersten Gotham, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 5, 2026

January 12, 2026

RESOLUTION NO. 41-2026

**AUTHORIZING THE CHAIR TO SIGN A FEDERAL EQUITABLE SHARING  
PROGRAM AGREEMENT AND ANNUAL CERTIFICATION REPORT FOR THE  
DISTRICT ATTORNEY'S OFFICE**

By Ms. Curran, Chair, Operations Committee

**WHEREAS**, the United States Department of Justice requires that the St. Lawrence County District Attorney's Office file an annual Federal Equitable Sharing Program Agreement and Certification Report to be eligible to submit requests for federally forfeited property or proceeds, and

**WHEREAS**, the Agreement is entered into by the United States Department of Justice, the County of St. Lawrence, and the St. Lawrence County District Attorney's Office (J4011654 49900 DEA),

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign a Federal Equitable Sharing Program Agreement and an Annual Certification Report, upon approval of the County Attorney.

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Rebekah K. Zuhlsdorf, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 41-2026 Entitled "Authorizing the Chair to Sign a Federal Equitable Sharing Program Agreement and Annual Certification Report for the District Attorney's Office", adopted January 12, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Rebekah K. Zuhlsdorf*

Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 13, 2026

January 12, 2026

RESOLUTION NO. 42-2026

**AUTHORIZING THE CHAIR TO SIGN A FEDERAL EQUITABLE SHARING  
PROGRAM AGREEMENT AND ANNUAL CERTIFICATION REPORT FOR  
THE SHERIFF'S OFFICE**

By Ms. Curran, Chair, Operations Committee

**WHEREAS**, the United States Department of Justice requires that the St. Lawrence County Sheriff's Office file an annual Federal Equitable Sharing Program Agreement and Annual Certification Report to be eligible to submit requests for federally forfeited property or proceeds, and

**WHEREAS**, the Agreement is entered into by the United States Department of Justice, the County of St. Lawrence, and the St. Lawrence County Sheriff's Office (01TG0899 50300 EQSH),

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign a Federal Equitable Sharing Program Agreement and Annual Certification Report for the Sheriff's Office.

STATE OF NEW YORK

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) ss:  
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COUNTY OF ST. LAWRENCE

I, Rebekah K. Zuhlsdorf, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 42-2026 Entitled "Authorizing the Chair to Sign a Federal Equitable Sharing Program Agreement and Annual Certification Report for the Sheriff's Office", adopted January 12, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Rebekah K. Zuhlsdorf*

Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 13, 2026

January 12, 2026

RESOLUTION NO. 43-2026

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH NYS DEPARTMENT OF CORRECTIONS AND COMMUNITY SUPERVISION (DOCCS) FOR THE PROVISION OF OPIOID TREATMENT PROGRAM (OTP) SERVICES FOR ST. LAWRENCE COUNTY FACILITIES**

By Mr. Webster, Chair, Services Committee

**WHEREAS**, St. Lawrence County Addiction Services bid to provide services through the Opioid Treatment Program (OTP) for New York State Correctional Facilities located in St. Lawrence County, and

**WHEREAS**, the Addiction Services submitted a bid which included Lot # 20 for Gouverneur and Riverview Correction Facilities, and

**WHEREAS**, on October 8, 2025, Community Services received an award letter from DOCCS for (Contract C161834) to provide Opioid Treatment Program services for the St. Lawrence County Correctional Facilities in Gouverneur and Riverview located in Ogdensburg from March 1, 2026 to February 28, 2029, and

**WHEREAS**, the funding amount for the initial contract period is not to exceed \$626,834.52 (A1416305 55000) with two (2) 1-year options for renewals, and

**WHEREAS**, the services that will be provided are a 28 day supply of methadone per incarcerated individual per month, access to counseling sessions as requested by DOCCS and incarcerated individuals via telehealth, scheduled visits with prescribers (once per month via telehealth), 24/7 on call support for DOCCS medical, case consultations with DOCCS staff, and care coordination for transfers or release as needed,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign a contract with NYS Department of Community and Supervision (Contract C161834) for the provision of Opioid Treatment Program Services for St. Lawrence County facilities, upon approval of the County Attorney.

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Rebekah K. Zuhlsdorf, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 43-2026 Entitled "Authorizing the Chair to Sign a Contract with NYS Department of Corrections and Community Supervision (DOCCS) for the Provision of Opioid Treatment Program (OTP) Services for St. Lawrence County Facilities", adopted January 12, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Rebekah K. Zuhlsdorf*

Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
January 13, 2026

February 2, 2026

Operations Committee: 1-12-2026

**RESOLUTION NO. 44-2026**

**AUTHORIZING THE ST. LAWRENCE COUNTY SHERIFF TO ENTER INTO A SECTION 287(G) MEMORANDUM OF AGREEMENT JAIL ENFORCEMENT MODEL WITH U.S. IMMIGRATION AND CUSTOMS ENFORCEMENT (ICE)**

By Ms. Curran, Chair, Operations Committee

**WHEREAS**, Section 287(g) of the Immigration and Nationality Act authorizes the U.S. Secretary of Homeland Security to enter into written agreements with state and local law enforcement agencies to delegate federal immigration authority to trained local officers, and

**WHEREAS**, the St. Lawrence County Sheriff's Office intends to enter a 287(g) Memorandum of Agreement (MOA) with U.S. Immigration and Customs Enforcement (ICE) to identify and process non-citizens booked into the County Correctional Facility for state or local offenses, and

**WHEREAS**, the selected 287(g) Jail Enforcement Model necessitates training and certification for Sheriff's Office personnel, and

**WHEREAS**, under the Jail Enforcement Model, U.S. Immigration and Customs Enforcement (ICE), will train approved Sheriff's Office personnel assigned to the Correctional Facility to identify criminal aliens and immigration violators in custody and place them into immigration proceedings, and

**WHEREAS**, ICE has provided to the County certain terms they have found agreeable to have the Sheriff's/ICE trained employees provide certain functions after said training, and

**WHEREAS**, the Sheriff shall select certain members of his department with the proper background to be trained in the manner necessary to operate in the limited functions asked to be performed by ICE, and

**WHEREAS**, the training to be provided to select Sheriff personnel will greatly enhance their ability to perform their jobs under ICE supervision, as well as conduct themselves as a member of the Sheriff's Office, and

**WHEREAS**, the Board of Legislators has reviewed this proposal and finds it to be in the County's interest for public safety,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the St. Lawrence County Sheriff to enter into a Section 287(g) Memorandum of Agreement Jail Enforcement Model with U.S. Immigration and Customs Enforcement (ICE), and to revisit in a year to assess, and

**BE IT FURTHER RESOLVED** that the Sheriff is authorized to sign all documents for the execution and implementation of the agreement upon review and approval of the form and contents thereof by the County Attorney, and



February 2, 2026

**BE IT FURTHER RESOLVED** that the Sheriff shall report regularly to the Board of Legislators on the operation of the Program.

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Rebekah K. Zuhlsdorf, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 44-2026 Entitled "Authorizing the St. Lawrence County Sheriff to Enter into a Section 287(G) Memorandum of Agreement Jail Enforcement Model with U.S. Immigration and Customs Enforcement (ICE)", adopted February 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Rebekah K. Zuhlsdorf*

Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
February 3, 2026

February 2, 2026

Services Committee: 1-12-2026

RESOLUTION NO. 45-2026

**AUTHORIZING THE CHAIR TO SIGN THE 2026 ANNUAL PLAN FOR FUNDING  
WITH THE NEW YORK STATE OFFICE FOR THE AGING**

By Mr. Webster, Chair, Services Committee

**WHEREAS**, the New York State Office for the Aging requires each Office for the Aging to submit an Annual Plan for Funding, and

**WHEREAS**, these funds enable the Office for the Aging to provide a variety of programs, services and referrals to county residents sixty (60) and older, and

**WHEREAS**, the 2026 Plan for funding must be signed by the Chief Executive Officer of St. Lawrence County,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign the 2026 Annual Plan for Funding with the New York State Office for Aging, upon review and approval of the County Attorney.

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

)

I, Rebekah K. Zuhlsdorf, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 45-2026 Entitled "Authorizing the Chair to Sign the 2026 Annual Plan for Funding with the New York State Office for the Aging", adopted February 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Rebekah K. Zuhlsdorf*

Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
February 3, 2026

February 2, 2026

Services Committee: 1-12-2026

RESOLUTION NO. 46-2026

**AUTHORIZING THE CHAIR TO SIGN A MEMORANDUM OF UNDERSTANDING  
WITH THE VECINO GROUP FOR THE USAGE OF OFFICE SPACE FOR A NEW  
SENIOR HOUSING APARTMENT COMPLEX IN POTSDAM**

By Mr. Webster, Chair, Services Committee

**WHEREAS**, the Vecino Group is building a Senior Housing Complex in the former Condon Hall located in Potsdam, and

**WHEREAS**, the Vecino Group has discussed with the Office for the Aging to determine the greatest needs for older adults in the area, and

**WHEREAS**, the Vecino Group has offered free office space to be used by any County Department to offer services to residents of the complex and older adults in the area, and

**WHEREAS**, a Memorandum of Understanding (MOU) has been requested by the Vecino Group to formalize the partnership,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign a Memorandum of Understanding with the Vecino Group for the usage of office space for a new senior housing apartment complex in Potsdam, upon approval of the County Attorney.

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Rebekah K. Zuhlsdorf, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 46-2026 Entitled "Authorizing the Chair to Sign a Memorandum of Understanding with the Vecino Group for the Usage of Office Space for a New Senior Housing Apartment Complex in Potsdam", adopted February 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Rebekah K. Zuhlsdorf*

Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
February 3, 2026

February 2, 2026

Services Committee: 1-12-2026

**RESOLUTION NO. 47-2026**

**MODIFYING THE 2025 BUDGET FOR THE OFFICE FOR THE AGING TO RECEIVE  
ADDITIONAL UNMET NEEDS FUNDING FROM THE NEW YORK STATE  
OFFICE FOR THE AGING**

By Mr. Webster, Chair, Services Committee

**WHEREAS**, the New York State Office for the Aging (NYSOFA) has provided additional unmet needs funding for the Office for the Aging, and

**WHEREAS**, the purpose of the funding is to provide services to eligible clients within the County who are currently on wait lists to receive services such as home delivered meals, Personal Emergency Response Systems (PERS), home care services, and respite services, and

**WHEREAS**, the funds may be used to provide services for individuals who are awaiting services, to address additional needs identified among current and new clients, and for costs that are appropriately attributable to the delivery of services, and

**WHEREAS**, the unmet needs funding waives the local match requirement,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Treasurer to modify the 2025 Budget for the Office for the Aging to receive additional unmet needs funding from the New York State Office for the Aging as follows:

**INCREASE APPROPRIATIONS:**

OAZ67724 43007 OT	O PFA Other Fees & Services	\$1,471,648
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**INCREASE REVENUE:**

OAZ37725 56000 OT	O SA OFA Program Revenue	\$1,471,648
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**BE IT FURTHER RESOLVED** that any remaining funds will be rolled over to future budgets.

STATE OF NEW YORK	)
	) ss:
COUNTY OF ST. LAWRENCE	)

I, Rebekah K. Zuhlsdorf, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 47-2026 Entitled "Modifying the 2025 Budget for the Office for the Aging to Receive Additional Unmet Needs Funding from the New York State Office for the Aging", adopted February 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Rebekah K. Zuhlsdorf*  
Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
February 3, 2026

February 2, 2026

Services Committee: 1-12-2026

RESOLUTION NO. 48-2026

**AUTHORIZATION TO RE-CREATE THE HOME REPAIR PROGRAM FOR OLDER ADULTS, CREATE AND FILL A CASE MANAGER POSITION, CREATE AND FILL A BUILDING MAINTENANCE WORKER POSITION AND MODIFYING THE 2026 BUDGET FOR THE OFFICE FOR THE AGING**

By Mr. Webster, Chair, Services Committee

**WHEREAS**, the Office for the Aging has received additional unmet needs funding to be utilized to address needs of older adults that cannot be met by other resources, and

**WHEREAS**, at one time over fourteen (14) years ago, the Office for the Aging operated a home repair program that was greatly beneficial to older adults, but was eliminated due to budget cuts, and

**WHEREAS**, there continues to be a great need for minor home repairs amongst older adults, and

**WHEREAS**, the Office for the Aging will utilize the unmet needs funding to restore this vital program to help older adults remain in their homes for as long as possible (OAZ37725 56000 HR), and

**WHEREAS**, the Office for the Aging would need to create and fill a Case Manager to implement and oversee the program, as well as create and fill a Building Maintenance Worker to provide the home repair services, and

**WHEREAS**, the unmet needs funding will fully pay for the salaries and benefits for the Case Manager and Building Maintenance Worker positions, and

**WHEREAS**, the unmet needs funding waives the local match requirement, and

**WHEREAS**, depending on the success and implementation, additional appropriations and/or staff may be needed in the future,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes to re-create a home repair program for older adults, create and fill a Case Manager position, and create and fill a Building Maintenance Worker position for the Office for the Aging, and

**BE IT FURTHER RESOLVED** if the unmet needs funding were to not be reallocated at the same funding levels in the future, these positions and the program would be brought back before the Board of Legislators for reconsideration and/or elimination, and

**BE IT FURTHER RESOLVED** that the Board of Legislators authorizes the Treasurer to modify the 2026 Budget for the Office for the Aging as follows:

February 2, 2026

**INCREASE APPROPRIATIONS:**

OAZ67724 46500 HR	O PFA Home Repair	\$300,000
OAZ67721 11000 HR	O PFA Direct Service Workers	110,608
OAZ67728 81000 HR	O Retirement	15,801
OAZ67728 83000 HR	O Social Security	7,777
OAZ67728 84000 HR	O Workmens Compensation	2,802
OAZ67728 84500 HR	O Group Life Insurance	202
OAZ67728 86000 HR	O Hospital & Medical Insurance	29,402
OAZ67728 86500 HR	O Dental Insurance	1,290
OAZ67728 89000 HR	O Vision Insurance	<u>386</u>
		\$468,268

**INCREASE REVENUE:**

OAZ37725 56000 HR	O SA OFA Program Revenue	\$468,268
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**BE IT FURTHER RESOLVED** that any remaining funds will be rolled over to future budgets.

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Rebekah K. Zuhlsdorf, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 48-2026 Entitled "Authorization to Re-create the Home Repair Program for Older Adults, Create and Fill a Case Manager Position, Create and Fill a Building Maintenance Worker Position and Modifying the 2026 Budget for the Office for the Aging", adopted February 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Rebekah K. Zuhlsdorf*

Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
February 3, 2026

February 2, 2026

Services Committee: 1-12-2026

RESOLUTION NO. 49-2026

**AUTHORIZATION TO CREATE PROGRAMS FOR EDUCATION, EVENTS, AND CLIENT NEEDS, AND CREATE AND FILL A SENIOR ADVOCATE WORKER FOR THE ELDERLY POSITION UTILIZING THE UNMET NEEDS FUNDING FOR SENIORS IN ST. LAWRENCE COUNTY, AND MODIFYING THE 2026 BUDGET FOR THE OFFICE FOR THE AGING**

By Mr. Webster, Chair, Services Committee

**WHEREAS**, the Office for the Aging plans to create a program designed to provide social activities and events to engage older adults outside of their homes, encourage usage of congregate dining centers, and improve health outcomes due to the epidemic rates of depression and isolation suffered by older adults, and

**WHEREAS**, the high rates of isolation and depression amongst older adults has similar health outcomes to smoking a pack of cigarettes a day for years, and

**WHEREAS**, the Office for the Aging seeks to create and fill a Senior Advocate Worker for the Elderly to implement the program and provide some of the program's activities/events, and

**WHEREAS**, the Office for the Aging will also seek to contract with local educational organizations in the future to provide additional educational programming, and

**WHEREAS**, the unmet need funding waives the local match requirement, and

**WHEREAS**, the Office for the Aging will utilize the unmet need funding to pay for the programs, contracts, and staffing to include benefits and salary,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes to create programs for education, events, and client needs, and create and fill a Senior Advocate Worker for the Elderly Position utilizing the unmet needs funding for seniors in St. Lawrence County, and

**BE IT FURTHER RESOLVED** if the unmet needs funding were to not be reallocated at the same funding levels in the future, these positions and the program would be brought back before the Board of Legislators for reconsideration and/or elimination, and

**BE IT FURTHER RESOLVED** that the Board of Legislators authorizes the Treasurer to modify the 2026 Budget for the Office for the Aging as follows:

February 2, 2026

**INCREASE APPROPRIATIONS:**

OAZ67721 11000 EV	O PFA Direct Service Workers	\$50,257
OAZ67728 81000 EV	O Retirement	7,179
OAZ67728 83000 EV	O Social Security	3,533
OAZ67728 84000 EV	O Workmens Compensation	1,264
OAZ67728 84500 EV	O Group Life Insurance	92
OAZ67728 86000 EV	O Hospital & Medical Insurance	13,360
OAZ67728 86500 EV	O Dental Insurance	586
OAZ67728 89000 EV	O Vision Insurance	175
OAZ67724 430CN EV	O PFA Client Needs	656,976
OAZ67724 46500 EV	O PFA Events & Activities	250,000
ONZ67724 41103 EV	O NUTR Education Programs	<u>100,000</u>
		\$1,083,422

**INCREASE REVENUE:**

OAZ37725 56000 EV	O SA OFA Program Revenue	\$983,422
ONZ37725 56000 EV	O SA OFA Program Revenue	<u>100,000</u>
		\$1,083,422

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

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Rebekah K. Zuhlsdorf, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 49-2026 Entitled "Authorization to Create Programs for Education, Events, and Client Needs, and Create and Fill a Senior Advocate Worker for the Elderly Position Utilizing the Unmet Needs Funding for Seniors in St. Lawrence County, and Modifying the 2026 Budget for the Office for the Aging", adopted February 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Rebekah K. Zuhlsdorf*

Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
February 3, 2026



February 2, 2026

Services Committee: 1-12-2026

RESOLUTION NO. 50-2026

**AUTHORIZATION TO EXPAND THE HOME DELIVERED MEAL PROGRAM,  
CREATE AND FILL THREE NUTRITION SERVICES AIDE POSITIONS, LEASE SIX  
ADDITIONAL VEHICLES UTILIZING THE UNMET NEED FUNDING AND  
MODIFYING THE 2026 BUDGET FOR THE OFFICE FOR THE AGING**

By Mr. Webster, Chair, Services Committee

**WHEREAS**, the Office for the Aging would like to expand the Home Delivered Meal program to help alleviate wait lists, serve more clients, add additional meal routes, and increase service to current limited routes, and

**WHEREAS**, currently there are twenty-four (24) home delivered meal routes, three (3) of which do not receive five (5) days a week service, and

**WHEREAS**, there are six (6) known areas where services have been requested (Harrisville, Macomb, Chase Mills/Louisville, Depeyster, South Colton/Piercefield, and Route 11 between Canton and Potsdam), and

**WHEREAS**, in order to serve these additional areas and clients, the Office for the Aging is requesting to create and fill three (3) Nutrition Services Aides positions, as well as lease six (6) additional delivery vehicles, and

**WHEREAS**, the Office for the Aging would utilize the unmet need funding to fully pay for the salaries and benefits for the three (3) Nutrition Services Aide positions and the cost of the leased vehicles, and

**WHEREAS**, depending on the success and implementation, additional appropriations, staff and/or vehicles may be needed in the future,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes to expand the Home Delivered Meal Program, create and fill three Nutrition Services Aide Positions, lease six additional vehicles utilizing the unmet need funding, and

**BE IT FURTHER RESOLVED** if the unmet needs funding were to not be reallocated at the same funding levels in the future, these positions and the program would be brought back before the Board of Legislators for reconsideration and/or elimination, and

**BE IT FURTHER RESOLVED** that the Board of Legislators authorizes the Treasurer to Modify the 2026 Budget for the Office for the Aging as follows:

February 2, 2026

**INCREASE APPROPRIATIONS:**

ONZ67721 17000 NE	O Nutr Regular Part-Time	\$111,717
ONZ67728 81000 NE	Retirement	15,959
ONZ67728 83000 NE	Social Security	7,855
ONZ67728 84000 NE	Workers Compensation	2,810
ONZ67728 84500 NE	Group Life Insurance	205
ONZ67728 86000 NE	Hospital & Medical Insurance	29,697
ONZ67728 86500 NE	Dental Insurance	1,303
ONZ67728 89000 NE	Vision Insurance	389
ONZ67722 26000 NE	O Nutr Other Equipment	<u>150,000</u>
		\$319,935

**INCREASE REVENUE:**

OAZ37725 56000 NE	O SA OFA Program Revenue	\$319,935
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**BE IT FURTHER RESOLVED** that any remaining funds will be rolled over to future budgets.

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Rebekah K. Zuhlsdorf, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 50-2026 Entitled "Authorization to Expand the Home Delivered Meal Program, Create and Fill Three Nutrition Services Aide Positions, Lease Six Additional Vehicles Utilizing the Unmet Need Funding and Modifying the 2026 Budget for the Office for the Aging", adopted February 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Rebekah K. Zuhlsdorf*

Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
February 3, 2026

February 2, 2026

Services Committee: 1-12-2026

RESOLUTION NO. 51-2026

**AUTHORIZATION TO EXPAND THE HEALTH INSURANCE INFORMATION PROGRAM (HIICAP) AND NY CONNECTS PROGRAM, CREATE AND FILL A SENIOR ADVOCATE WORKER FOR THE ELDERLY POSITION, AND MODIFYING THE 2026 BUDGET FOR THE OFFICE FOR THE AGING**

By Mr. Webster, Chair, Services Committee

**WHEREAS**, due to the quickly increasing numbers of older adults turning sixty-five (65), there has been a significant increase in call volume and in-person visits from clients seeking information, services, and referrals to programs to assist them to age in place, and

**WHEREAS**, there are over 28,000 older adults in St. Lawrence County and this number will grow exponentially in the coming years, and

**WHEREAS**, there is only one (1) staff member in the department dedicated to HIICAP to offer Medicare Counseling to those older adults, and

**WHEREAS**, the numbers of clients served through NY Connects has gone from 1,280 in 2021 to over 2,500 in 2025, and

**WHEREAS**, there has been a steady and significant increase in Medicare-related inquiries from 453 in 2021 to 1,518 in 2025, and

**WHEREAS**, the Department does not have the staffing available to keep up with the high volume and clients are waiting longer to receive information, assistance, and Medicare Counseling, and

**WHEREAS**, the Office for the Aging would like to create and fill a Senior Advocate Worker for the Elderly, who will be cross-trained in both HIICAP and NY Connects to provide information, assistance, and Medicare counseling to older adults, and

**WHEREAS**, the Office for the Aging will use unmet needs funding to fully pay for the salary and benefits of the Senior Advocate Worker for the Elderly,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes to expand the Health Insurance Information Program (HIICAP) and NY Connects Program, and create and fill a Senior Advocate Worker for the Elderly Position, and

**BE IT FURTHER RESOLVED** if the unmet needs funding were to not be reallocated at the same funding levels in the future, these positions and the program would be brought back before the Board of Legislators for reconsideration and/or elimination, and

February 2, 2026

**BE IT FURTHER RESOLVED** that the Board of Legislators authorizes the Treasurer to Modify the 2026 Budget for the Office for the Aging as follows:

**INCREASE APPROPRIATIONS:**

OAZ67721 11000 NY	O PFA Direct Service Worker	\$50,257
OAZ67728 81000 NY	O Retirement	7,179
OAZ67728 83000 NY	O Social Security	3,533
OAZ67728 84000 NY	O Workmens Compensation	1,264
OAZ67728 84500 NY	O Group Life Insurance	92
OAZ67728 86000 NY	O Hospital & Medical Insurance	13,360
OAZ67728 86500 NY	O Dental Insurance	586
OAZ67728 89000 NY	O Vision Insurance	<u>175</u>
		\$76,446

**INCREASE REVENUE:**

OAZ37725 56000 NY	O SA OFA Program Revenue	\$76,446
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**BE IT FURTHER RESOLVED** that any remaining funds will be rolled over to future budgets.

STATE OF NEW YORK )  
 ) ss:  
COUNTY OF ST. LAWRENCE )

I, Rebekah K. Zuhlsdorf, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 51-2026 Entitled "Authorization to Expand the Health Insurance Information Program (HIICAP) and NY Connects Program, Create and Fill a Senior Advocate Worker for the Elderly Position, and Modifying the 2026 Budget for the Office for the Aging", adopted February 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Rebekah K. Zuhlsdorf*  
Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
February 3, 2026

February 2, 2026

Services Committee: 1-12-2026

**RESOLUTION NO. 52-2026**

**MODIFYING THE 2025 BUDGET FOR SOCIAL SERVICES FOR SPECIAL PATROL OFFICERS, SAFETY NET, AND ADOPTION**

By Mr. Webster, Chair, Services Committee

**WHEREAS**, due to higher than anticipated costs for the Special Patrol Officer contract and an increase in administration costs for the Volunteer Transportation Center contract, and

**WHEREAS**, Safety Net chargebacks for client notices and legal services for the disabled have increased, and

**WHEREAS**, Adoption Star for child placement was initially budgeted for 2024 and the placement process took longer than anticipated, making it necessary to modify the 2025 Social Services budget to cover expenses for 2025,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Treasurer to modify the 2025 Budget for Social Services for Special Patrol Officers, Safety Net, and Adoption as follows:

**INCREASE APPROPRIATIONS:**

DAA60104 430SS	D Adm Security Services	\$34,909
DAP60104 499CN	D TA Client Notices	28,000
DAP60104 499DC	D TA Legal Svc for Disabled	16,500
DSG60704 445VD	D Parenting Transportation	76,500
DSG60704 46500 ADSV	Adoption Services Payments	<u>35,000</u>
		\$190,909

**DECREASE APPROPRIATIONS:**

DAA60102 21000	D Adm Furniture & Fixtures	\$13,472
DAA60102 22002	D Adm Personal Computers	10,775
DAC60104 430SF	D SCU Sheriff Fees	5,000
DAT60104 41102	D Trng Educational Workshops	5,000
DSS61294 46500	D STS Other Payments	60,000
DSJ61234 465IB EAJD	D EAF JD/PINS Institution Board	40,000
DAE60104 40700	D Emp Building & Property	<u>9,655</u>
		\$143,902

February 2, 2026

**INCREASE REVENUE:**

DA036105 56000	D SA General Administration	\$218
DA046105 57000	D FA General Administration	21,876
DSG36705 56000	D SA Services for Recipients	12,917
DAS46155 570CW	D FA FFFS Child Welfare Services	10,687
DAS36105 560CW	D SA Child Welfare Funding	<u>1,309</u>
		\$47,007

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Rebekah K. Zuhlsdorf, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 52-2026 Entitled "Modifying the 2025 Budget for Social Services for Special Patrol Officers, Safety Net, and Adoption", adopted February 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Rebekah K. Zuhlsdorf*

Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
February 3, 2026

Rebekah K. Zuhlsdorf  
Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
February 3, 2026

February 2, 2026

Operations Committee: 1-12-2026

RESOLUTION NO. 54-2026

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT EXTENSION FOR THE FY20  
STATEWIDE INTEROPERABLE COMMUNICATIONS GRANT (FY20 SICG)  
WITH NEW YORK STATE OFFICE OF HOMELAND SECURITY AND  
OFFICE OF EMERGENCY SERVICES**

By Ms. Curran, Chair, Operations Committee

**WHEREAS**, Resolution No. 346-2021 approved the contract for the FY20 Statewide Interoperable Communications Formula Grant (FY20 SICG) in the amount of \$806,143 for the Office of Emergency Services to concentrate on improving interoperability and operability of communication systems in New York State with a contract period of January 1, 2021 to December 31, 2022, and

**WHEREAS**, Resolution No. 66-2024 approved a contract extension with an end date of December 31, 2024, and Resolution No. 71-2025 approved a contract extension with an end date of December 31, 2025, and

**WHEREAS**, it is anticipated that an additional one-year extension will be approved by New York State Division of Homeland Security and Emergency Services through December 31, 2026 (X2Z33895 56000 SI), and

**WHEREAS**, this grant allows New York State to provide aid to County, Local, and Municipal public safety organizations in enhancing emergency response, improving capability, improvements in governance structures, operating procedures, infrastructure development, and addressing SAFECOM guidance from the US Department of Homeland Security Office of Emergency Communications,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign a contract extension for the FY20 Statewide Interoperable Communications Grant (FY20 SICG) with New York State Office of Homeland Security and Office of Emergency Services, and any other necessary documents as required by this grant, upon approval of the County Attorney, and

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

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Rebekah K. Zuhlsdorf, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 54-2026 Entitled "Authorizing the Chair to Sign a Contract Extension for the FY20 Statewide Interoperable Communications Grant (FY20 SICG) with New York State Office of Homeland Security and Office of Emergency Services", adopted February 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Rebekah K. Zuhlsdorf*

Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
February 3, 2026



February 2, 2026

Operations Committee: 1-12-2026

RESOLUTION NO. 55-2026

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT EXTENSION FOR THE  
FY21/22 STATEWIDE INTEROPERABLE COMMUNICATIONS GRANT (FY21/22  
SICG) WITH NEW YORK STATE OFFICE OF HOMELAND SECURITY  
AND EMERGENCY SERVICES**

By Ms. Curran, Chair, Operations Committee

**WHEREAS**, Resolution No. 314-2022 approved the contract for the FY21/22 Statewide Interoperable Communications Formula Grant (FY21/22 SICG) in the amount of \$1,604,582 for the Office of Emergency Services to concentrate on improving interoperability and operability of communication systems in New York State with a contract period of January 1, 2022, to December 31, 2024, and

**WHEREAS**, Resolution No. 32-2025 approved a contract extension with an end date of December 31, 2025, and

**WHEREAS**, it is anticipated that an additional one-year extension will be approved by New York State Division of Homeland Security and Emergency Services through December 31, 2026 (X2Z33895 56000 SI), and

**WHEREAS**, this grant allows New York State to provide aid to County, Local, and Municipal public safety organizations in enhancing emergency response, improving capability, improvements in governance structures, operating procedures, infrastructure development, and addressing SAFECOM guidance from the US Department of Homeland Security Office of Emergency Communications,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign a contract extension for the FY21/22 Statewide Interoperable Communications Grant (FY 21/22 SICG) with New York State Office of Homeland Security and Emergency Services and any other necessary documents as required by this grant, upon approval of the County Attorney, and

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

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Rebekah K. Zuhlsdorf, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 55-2026 Entitled "Authorizing the Chair to Sign a Contract Extension for the FY21/22 Statewide Interoperable Communications Grant (FY21/22 SICG) with New York State Office of Homeland Security and Emergency Services", adopted February 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Rebekah K. Zuhlsdorf*

Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
February 3, 2026

February 2, 2026

Operations Committee: 1-12-2026

RESOLUTION NO. 56-2026

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT EXTENSION FOR THE FY23  
STATEWIDE INTEROPERABLE COMMUNICATIONS GRANT (FY23 SICG)  
WITH NEW YORK STATE OFFICE OF HOMELAND SECURITY AND  
EMERGENCY SERVICES**

By Ms. Curran, Chair, Operations Committee

**WHEREAS**, Resolution No. 102-2024 approved the contract for the FY23 Statewide Interoperable Communications Formula Grant (FY23 SICG) in the amount of \$798,892 for the Office of Emergency Services to concentrate on improving interoperability and operability of communication systems in New York State with a contract period of January 1, 2023, to December 31, 2025, and

**WHEREAS**, it is anticipated that New York State Division of Homeland Security and Emergency Services will authorize a one-year extension with a new contract end date of December 31, 2026 (X2Z33895 56000 SI), and

**WHEREAS**, this grant allows New York State to provide aid to County, Local, and Municipal public safety organizations in enhancing emergency response, improving capability, improvements in governance structures, operating procedures, infrastructure development, and addressing SAFECOM guidance from the US Department of Homeland Security Office of Emergency Communications,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign a contract extension for the FY23 Statewide Interoperable Communications Grant (FY23 SICG) with New York State Office of Homeland Security and Emergency Services and any other necessary documents as required by this grant, upon approval of the County Attorney, and

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

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Rebekah K. Zuhlsdorf, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 56-2026 Entitled "Authorizing the Chair to Sign a Contract Extension for the FY23 Statewide Interoperable Communications Grant (FY23 SICG) with New York State Office of Homeland Security and Emergency Services", adopted February 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Rebekah K. Zuhlsdorf*

Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
February 3, 2026

February 2, 2026

Operations Committee: 1-12-2026

RESOLUTION NO. 57-2026

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH NEW YORK STATE  
OFFICE OF COMMUNITY RENEWAL FOR COMMUNITY DEVELOPMENT  
BLOCK GRANT FUNDS AND MODIFYING THE 2026 BUDGET FOR THE  
PLANNING OFFICE**

By Ms. Curran, Chair, Operations Committee

**WHEREAS**, the New York State Office of Community Renewal (OCR) has awarded \$675,000 in Community Development Block Grant (CDBG) funds to St. Lawrence County to continue funding for the Countywide Housing Rehabilitation Program (CHRP 6), and

**WHEREAS**, these funds will be used to provide housing rehabilitation assistance to approximately fourteen (14) eligible, income-qualified households in communities across the County, and

**WHEREAS**, in the last forty-four years, 675 low-to moderate-income households, in communities across St. Lawrence County, have been assisted with more than \$28.5 million in CDBG funding for housing rehabilitation to bring residences up to building codes and increase the quality of housing in the County,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign a Contract with New York State Office of Community Renewal for Community Development Block Grant Funds and all necessary documentation, upon approval of the County Attorney, and

**BE IT FURTHER RESOLVED** that the Treasurer is authorized to modify the 2026 Budget for the Planning Office, as follows:

**INCREASE APPROPRIATIONS:**

N1080204 460GP NH6	N CDBG CHRP 6 Payments	\$675,000
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**INCREASE REVENUE:**

N1049105 57000 NH6	N FA CDBG CHRP 6	\$675,000
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**BE IT FURTHER RESOLVED** that any remaining funds will be rolled over to future budgets until fully expended.

February 2, 2026

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Rebekah K. Zuhlsdorf, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 57-2026 Entitled “Authorizing the Chair to Sign a Contract with New York State Office of Community Renewal for Community Development Block Grant Funds and Modifying the 2026 Budget for the Planning Office”, adopted February 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Rebekah K. Zuhlsdorf*

Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
February 3, 2026

February 2, 2026

Operations Committee: 1-12-2026

RESOLUTION NO. 58-2026

**AUTHORIZING THE CHAIR TO SIGN A SUB-RECIPIENT AGREEMENT WITH  
THE DEVELOPMENT AUTHORITY OF THE NORTH COUNTRY FOR DELIVERY  
OF THE COUNTYWIDE HOUSING REHABILITATION PROGRAM, ROUND #6**

By Ms. Curran, Chair, Operations Committee

**WHEREAS**, the New York State Office of Community Renewal (OCR) awarded \$675,000 in Community Development Block Grant (CDBG) funds (NYS CDBG Project #1106HR303-25) (N1080204 460GP NH56) to establish and administer the Countywide Housing Rehabilitation Program, Round #6 (CHRP 6), and

**WHEREAS**, out of the total award of \$675,000, \$560,000 will be utilized to provide low to moderate income households with housing rehabilitation assistance; \$81,250 will be used for program delivery purposes; \$33,750 will be used for administrative purposes, with the County retaining \$5,000 for its role in grant administration, and

**WHEREAS**, these funds will be used to provide housing rehabilitation assistance and lead hazard control work to approximately fourteen (14) eligible, income-qualified households in communities across the County, and

**WHEREAS**, in 2021, the County conducted a Request for Statements of Interest (RSOI) in order to select a sub-recipient for future community development programs, and

**WHEREAS**, as a result of this RSOI process, the County selected the Development Authority of the North Country (DANC) as its sub-recipient for this Community Development Program,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign a Sub-recipient Agreement with the Development Authority of the North Country for delivery of the Countywide Housing Rehabilitation Program, Round #6, upon approval of the County Attorney.

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Rebekah K. Zuhlsdorf, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 58-2026 Entitled "Authorizing the Chair to Sign a Sub-Recipient Agreement with the Development Authority of the North Country for Delivery of the Countywide Housing Rehabilitation Program, Round #6", adopted February 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Rebekah K. Zuhlsdorf*

Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
February 3, 2026

February 2, 2026

Operations Committee: 1-12-2026

RESOLUTION NO. 59-2026

**AUTHORIZING THE CHAIR TO SIGN THE ST. LAWRENCE COUNTY  
STOP-DWI 2026 PLAN FOR THE NEW YORK STATE GOVERNOR'S  
TRAFFIC SAFETY COMMITTEE**

By Ms. Curran, Chair, Operations Committee

**WHEREAS**, the Vehicle and Traffic Law §1197 requires that the Chair of the Board of Legislators approves the STOP-DWI 2026 Plan which has been submitted to the New York State Governor's Traffic Safety Committee, and

**WHEREAS**, the STOP-DWI Plan was requested by the Governor's Traffic Safety Committee for the time period of January 1, 2026, through December 31, 2026, and

**WHEREAS**, the STOP-DWI Program Budget was approved by the Board of Legislators on December 1, 2025,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign the St. Lawrence County STOP-DWI 2026 Plan for the New York State Governor's Traffic Safety Committee, and any other documents necessary to carry out the terms of the program, upon approval of the County Attorney.

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Rebekah K. Zuhlsdorf, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 59-2026 Entitled "Authorizing the Chair to Sign the St. Lawrence County STOP-DWI 2026 Plan for the New York State Governor's Traffic Safety Committee", adopted February 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Rebekah K. Zuhlsdorf*

Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
February 3, 2026

February 2, 2026

Operations Committee: 1-12-2026

**RESOLUTION NO. 60-2026**

**MODIFYING THE 2025 BUDGET FOR THE SHERIFF'S OFFICE FOR POSTAGE,  
INMATE PRESCRIPTIONS, AND OVERTIME**

By Ms. Curran, Chair, Operations Committee

**WHEREAS**, the cost of Civil postage, inmate prescriptions, and overtime in the Criminal and Correctional Divisions has exceeded the 2025 Budget, and

**WHEREAS**, the Sheriff's Office has received revenue from Civil fees and State Ready inmates in excess of the amounts budgeted in the 2025 budget, and

**WHEREAS**, overtime in the Criminal and Correctional Divisions has exceeded the budget due to staffing needs, coverage requirements, and operational demands necessary to maintain public safety and meet mandated staffing levels, and

**WHEREAS**, the Correctional Division has exceeded the budgeted amount for inmate prescriptions due to the Facility operating at or near maximum capacity for a significant portion of the year, the unpredictability of inmate medical needs, and rising pharmaceutical costs, and

**WHEREAS**, the Civil Division has exceeded the budgeted amount for postage due to a change in law allowing the eviction of "Jane and John Doe" resulting in increased certified mail costs, which have been offset by corresponding increases in Civil Fees revenue,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Treasurer to modify the 2025 Budget for postage, inmate prescriptions, and overtime as follows:

**INCREASE APPROPRIATIONS:**

S1031101 18000	S CRIM Overtime	\$19,000
S2031104 42402	S CIVL I/D Postage	5,400
S4031501 18000	S JAIL Overtime	215,000
S4031504 45100	S JAIL Medical Supplies	<u>45,000</u>
		\$284,400

**INCREASE REVENUE:**

S2015105 55000	S Civil Sheriff Fees	\$5,400
S4022645 550SR	S LR JAIL State Readies	<u>279,000</u>
		\$284,400

February 2, 2026

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Rebekah K. Zuhlsdorf, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 60-2026 Entitled “Modifying the 2025 Budget for the Sheriff’s Office for Postage, Inmate Prescriptions, and Overtime”, adopted February 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Rebekah K. Zuhlsdorf*

Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
February 3, 2026



February 2, 2026

Finance Committee: 1-26-2026

RESOLUTION NO. 61-2026

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH JEDA  
ENVIRONMENTAL SERVICES UNDER THE BLIGHTED PROPERTY PROGRAM  
FOR THE DEMOLITION AND ABATEMENT OF A BUILDING AT 18  
MAIN STREET IN THE TOWN OF HAMMOND**

By Mr. Hull, Chair, Finance Committee

**WHEREAS**, St. Lawrence County (“County”) has developed a strategic plan to target potentially environmentally contaminated properties throughout the County to assist in making these once economically productive properties beneficial to their communities again, and

**WHEREAS**, the County commenced an action against property located in the Town of Hammond due to tax delinquency by a tax foreclosure proceeding on November 1, 2020, for unpaid ad valorem real property taxes with respect to the following property located in St. Lawrence County (hereinafter referred to as the “Site”):

“Site”

- Record Owner: Rosalyn Salamacha
- Site Address: 18 S Main Street, Hammond, New York
- Tax ID #: 127.053-3-1
- DEC Spill No: 2109158
- DEC Spill Cleanup Status: Open

**WHEREAS**, the New York Environmental Protection and Spill Compensation Fund (the "Fund") was created by Navigation Law §179, and

**WHEREAS**, petroleum contamination exists under the structure at the site, but remediation is not possible at this time until the original structure is demolished, and

**WHEREAS**, following acquisition of judgment and title to the Site by the County, in 2022 and 2023, the agreement between the Fund and the County requires the State of New York, through the New York State Department of Environmental Conservation, to perform all necessary environmental remediation at the Site should the existing structure be removed, at a cost to be solely borne by the State of New York, and

**WHEREAS**, in order to facilitate cleanup and redevelopment of the Site, the County secured funds from the National Grid Brownfield Remediation Fund to provide up to \$28,311 in funding in the form of a grant to be used for up to 25% of the eligible remediation, demolition, and/or energy infrastructure costs of the project, and to assist in the demolition of the original structure at the Site, which would permit the State of New York to complete remediation and permit the County to list the property for sale, and

February 2, 2026

**WHEREAS**, additional funding from the St. Lawrence County Blighted Property Program has been committed to execute the building demolition and to remove hazardous materials, so that the environmental contamination can be remediated by the State of New York, which will make the site ready for redevelopment, and

**WHEREAS**, the County, through its outside environmental counsel, Gary Bowitch, Esq., has solicited quotes for the building demolition and to remove hazardous materials, and

**WHEREAS**, the County Attorney and environmental counsel, Gary Bowitch, Esq. recommend awarding the contract to JEDA Environmental Services (T1013254 43007), and

**WHEREAS**, the Tax Foreclosure Team recommends the demolition and removal of 18 Main Street, Town of Hammond, Tax Map #127.053-3-1, as well as awarding a contract for demolition and abatement services to JEDA Environmental Services,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign a contract with JEDA Environmental Services under the Blighted Property Program for the demolition and abatement of a Building at 18 Main Street in the Town of Hammond, upon approval of the County Attorney.

STATE OF NEW YORK )  
 ) ss:  
COUNTY OF ST. LAWRENCE )

I, Rebekah K. Zuhlsdorf, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 61-2026 Entitled “Authorizing the Chair to Sign a Contract with JEDA Environmental Services Under the Blighted Property Program for the Demolition and Abatement of a Building at 18 Main Street in the Town of Hammond”, adopted February 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

Rebekah K. Zuhlsdorf  
Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
February 3, 2026

February 2, 2026

Finance Committee: 1-26-2026

RESOLUTION NO. 62-2026

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH ODIN ENVIRONMENTAL, LLC TO CONDUCT PHASE II ENVIRONMENTAL SITE ASSESSMENTS WITH RESPECT TO PROPERTY OWNED BY EMERSON AND ELEANOR WALKER AS WELL AS PROPERTY OWNED BY STRUIK HOLDINGS, LLC**

By Mr. Hull, Chair, Finance Committee

**WHEREAS**, the County commenced an In Rem real property tax foreclosure proceeding for delinquent taxes pursuant to Article 11 of the Real Property Tax Law against properties owned by Emerson and Eleanor Walker, with a physical address of County Route 24 in the Town of Russell, County of St. Lawrence, State of New York (Tax Map No. 147.028-4-19)("Walker site") and Struik Holdings, LLC, with a physical address of 432 State Street in the City of Ogdensburg, County of St. Lawrence, State of New York (Tax Map No. 48.079-2-23)("Struik site"), hereinafter, collectively referred to as the "Properties," and

**WHEREAS**, there are currently delinquent real property taxes due and owing in the amount of \$1,164.92, together with fees, penalties and interest in the amount of \$5,249.98 for a total of \$6,414.90 on the parcel owned by the Walkers and delinquent real property taxes due and owing in the amount of \$21,505.37, together with fees, penalties and interest in the amount of \$6,230.48 for a total of \$27,735.85 on the parcel owned by Struik Holdings, LLC, and

**WHEREAS**, Phase I environmental site assessments were conducted on the Properties, for the Walker site on October 27, 2025, and for the Struik site on October 1, 2025, and

**WHEREAS**, the County desires to have a Phase II environmental site assessment, which will include installing test pits, conducted with respect to each of the properties to determine if there are underground tanks, pipelines, and/or petroleum contamination, and

**WHEREAS**, the County, through its outside environmental counsel, Gary Bowitch, Esq., has solicited quotes for the conduct of a Phase II environmental site assessment of each parcel along with the preparation of written Phase II reports describing the findings of the investigations at Properties, and

**WHEREAS**, the County Attorney and environmental counsel, Gary Bowitch, Esq. recommend awarding the contract to Odin Environmental, LLC, and

**WHEREAS**, the contract will be in the amount of \$6,380 for Emerson and Eleanor Walker and \$8,550 for Struik Holdings, LLC sites (T1013254 43007) to complete Phase II environmental site assessments and to prepare Phase II reports for each of the Properties to retain the services of Odin Environmental, LLC to do this work,

February 2, 2026

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign a contract with Odin Environmental, LLC to conduct Phase II environmental site assessments with respect to property owned by Emerson and Eleanor Walker as well as property owned by Struik Holdings, LLC, upon the approval of the County Attorney.

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Rebekah K. Zuhlsdorf, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 62-2026 Entitled "Authorizing the Chair to Sign a Contract with Odin Environmental, LLC to Conduct Phase II Environmental Site Assessments with Respect to Property Owned by Emerson and Eleanor Walker as well as Property Owned by Struik Holdings, LLC", adopted February 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Rebekah K. Zuhlsdorf*

Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
February 3, 2026

February 2, 2026

Finance Committee: 1-26-2026

**RESOLUTION NO. 63-2026**

**MODIFYING THE 2025 BUDGET FOR THE TREASURER'S OFFICE FOR THE  
FLEET LEASING PROGRAM**

By Mr. Hull, Chair, Finance Committee

**WHEREAS**, since 2008, St. Lawrence County has managed a fleet of county-owned vehicles to intentionally move away from reimbursing mileage and provide safe vehicles for employees to carry out their daily tasks or travel to professional development opportunities outside the County, and

**WHEREAS**, this practice began by annual purge of county-owned vehicles as fleet vehicles were acquired and an annual evaluation of the used vehicle market provided guidance on returning vehicles in a manner that maximized the return and allowed for any financial gains to be rolled into the leases for the following year, and

**WHEREAS**, annually the budgets for the Fleet Leasing Program are appropriated in three funds; general (01), highway (04), and solid waste (05), and

**WHEREAS**, the majority of the fleet vehicles are paid from the General Fund (01) and for the 2025 Budget, there was \$240,000 budgeted in the general fund, \$348,000 in Highway, and \$26,000 in Solid Waste for a total of \$614,000 and the total for the year exceeded budgeted appropriations,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Treasurer to modify the 2025 Budget for the Treasurer's Office for the Fleet Leasing Program, as follows:

**INCREASE APPROPRIATIONS:**

TF013254 421FL	Fleet Leasing Program	\$70,000
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**DECREASE APPROPRIATIONS:**

B1019904 49700	B SPEC Contingency Account	\$70,000
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**BE IT FURTHER RESOLVED** that the 2026 Budget has been increased by \$70,000 to accommodate for the increase in cost.

February 2, 2026

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Rebekah K. Zuhlsdorf, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 63-2026 Entitled "Modifying the 2025 Budget for the Treasurer's Office for the Fleet Leasing Program", adopted February 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Rebekah K. Zuhlsdorf*

Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
February 3, 2026

February 2, 2026

Finance Committee: 1-26-2026

RESOLUTION NO. 64-2026

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH SCHNEIDER  
GEOSPATIAL, LLC FOR LICENSING, HOSTING, AND SOFTWARE SUPPORT FOR  
IMAGE MATE ONLINE**

By Mr. Hull, Chair, Finance Committee

**WHEREAS**, Resolution No. 227-2001 was adopted in August 2001 providing access to real property information through the Image Mate Online Program provided by Systems Development Group, Inc. (SDG), and

**WHEREAS**, the Image Mate Online Program allows for review of property information for parcels within St. Lawrence County, and

**WHEREAS**, in 2023, SDG began offering two (2) new feature enhancements for the Image Mate Online Program: the first item provided two-tiered access to the Image Mate Online Program, and the second item lists all county, town, school, and village bills for each parcel by year, and

**WHEREAS**, in August 2024, SDG was purchased by Schneider Geospatial, LLC and continues to provide St. Lawrence County with a publicly accessible web-based property information portal featuring land assessment, taxation, Computer Assisted Mass Appraisal (CAMA), and digital map data utilizing existing real estate and GIS datasets, and

**WHEREAS**, the term of the contract will be January 1, 2026, to December 31, 2026, in the amount of \$9,896.60 (R1013554 43007) with Schneider Geospatial Beacon Portal,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign a contract with Schneider Geospatial, LLC for licensing, hosting, and software support for Image Mate Online for the Real Property Office, upon approval of the County Attorney, and

**BE IT FURTHER RESOLVED** that the contract be retroactive to January 1, 2026 through December 31, 2026.

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Rebekah K. Zuhlsdorf, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 64-2026 Entitled "Authorizing the Chair to Sign a Contract with Schneider Geospatial, LLC for Licensing, Hosting, and Software Support for Image Mate Online", adopted February 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Rebekah K. Zuhlsdorf*

Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
February 3, 2026

February 2, 2026

Finance Committee: 1-26-2026

RESOLUTION NO. 65-2026

**AUTHORIZING THE CHAIR TO SIGN A COOPERATIVE AGREEMENT WITH  
FRANKLIN COUNTY FOR THE PURCHASE OF ROAD SALT THROUGH THE  
2026-2027 ST. LAWRENCE COUNTY SALT BID**

By Mr. Hull, Chair, Finance Committee

**WHEREAS**, for eleven (11) years, the Superintendent of Highways has advised the Franklin County Highway Superintendent that Franklin County will be able to purchase road salt through the 2026-2027 St. Lawrence County salt bid, and

**WHEREAS**, including road salt estimates from Franklin County in the bidding process will likely lower the cost per ton for both counties, and

**WHEREAS**, the Superintendent of Highways recommends that permission be granted,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign a cooperative agreement with Franklin County for the purchase of road salt through the 2026-2027 St. Lawrence County salt bid, upon approval by the County Attorney.

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Rebekah K. Zuhlsdorf, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 65-2026 Entitled "Authorizing the Chair to Sign a Cooperative Agreement with Franklin County for the Purchase of Road Salt through the 2026-2027 St. Lawrence County Salt Bid", adopted February 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Rebekah K. Zuhlsdorf*

Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
February 3, 2026



February 2, 2026

Finance Committee: 1-26-2026

**RESOLUTION NO. 66-2026**

**MODIFYING THE 2025 BUDGET FOR THE DEPARTMENT OF HIGHWAYS FOR  
WINTER MAINTENANCE**

By Mr. Hull, Chair, Finance Committee

**WHEREAS**, the Department of Highways budgets appropriation and revenue accounts to align with operational needs, and

**WHEREAS**, the 2025 Budget allocations for sub-contracted services and machinery rentals have been exhausted, and

**WHEREAS**, surplus revenue and a decrease in other appropriation lines are available to offset the necessary increases, and

**WHEREAS**, the Department seeks to modify the budget to more accurately reflect actual 2025 operations for plowing on State Roads,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Treasurer to modify the 2025 Budget for the Department of Highway for winter maintenance, as follows:

**DECREASE APPROPRIATIONS:**

HM351104 40600	Machinery Rental	\$66,000
HM351104 454HS	Highway Supplies	43,000
HM551104 40600	Machinery Rental	45,000
HM551104 454BS B2	Miscellaneous Bridge Supplies	<u>187,000</u>
		\$341,000

**INCREASE APPROPRIATIONS:**

HC051424 40600	H CSR Machinery Rental	\$173,000
HS051444 40600	H Snow Machinery Rental	60,000
HS051444 465CO	H Snow 50-59 Sub-Contracts	<u>327,000</u>
		\$560,000

**INCREASE REVENUE:**

HS023025 55000	H LR State Snow Removal	\$169,000
HG027705 55000	H HSOG Services Other Government	<u>50,000</u>
		\$219,000

February 2, 2026

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Rebekah K. Zuhlsdorf, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 66-2026 Entitled "Modifying the 2025 Budget for the Department of Highways for Winter Maintenance", adopted February 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Rebekah K. Zuhlsdorf*

Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
February 3, 2026

February 2, 2026

Finance Committee: 1-26-2026

RESOLUTION NO. 67-2026

**AUTHORIZATION TO ABOLISH AN ASSISTANT CIVIL ENGINEER AND  
CREATE AND FILL AN ENGINEERING AIDE III POSITION IN THE  
DEPARTMENT OF HIGHWAYS**

By Mr. Hull, Chair, Finance Committee

**WHEREAS**, the Department of Highways is committed to maintaining efficient and effective engineering operations, and

**WHEREAS**, the Highway Department has struggled to recruit for the role of an Assistant Civil Engineer as well as retain staff due to pay rates that do not meet the competitive standards of the geographic area, and

**WHEREAS**, the Engineering Department anticipates the departure of its two (2) primary engineering professionals within the next few years, and

**WHEREAS**, it is critical to implement a proactive succession plan to facilitate a robust transfer of institutional knowledge and technical expertise before the departure of senior staff, and

**WHEREAS**, the creation of the Engineering Aide III allows the Department to attract a skilled technical practitioner who can support immediate operations while being trained in specific departmental workflows, and

**WHEREAS**, this reclassification is essential to maintain service levels, ensure department continuity, and provide a sustainable path for technical support within the Engineering Department,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the County Administrator to abolish an Assistant Civil Engineer (Position No. 313100003) and create and fill an Engineering Aide III (Position No. 313200002).

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Rebekah K. Zuhlsdorf, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 67-2026 Entitled "Authorization to Abolish an Assistant Civil Engineer and Create and Fill an Engineering Aide III Position in the Department of Highways", adopted February 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Rebekah K. Zuhlsdorf*

Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
February 3, 2026

February 2, 2026

Finance Committee: 1-26-2026

RESOLUTION NO. 68-2026

**ESTABLISHING THE PY25 BUDGET FOR THE NEW YORK SYSTEMS CHANGE  
AND INCLUSIVE OPPORTUNITIES NETWORK (SCION) OFFICE OF MENTAL  
HEALTH (OMH) INITIATIVE**

By Mr. Hull, Chair, Finance Committee

**WHEREAS**, New York State Department of Labor Technical Advisory #21-06 states that each Local Workforce Development Area must have at least one Disability Resource Coordinator on staff, and

**WHEREAS**, New York State Department of Labor Technical Advisory #21-06.01 expanded the three (3) year pilot program to a five (5) year program, and

**WHEREAS**, New York State Department of Labor Technical Advisory #21-06.02 states that each local LWDB, will receive up to \$30,000 in New York State (NYS) Office of Mental Health (OMH) funds annually through the period of performance, and

**WHEREAS**, the Workforce Development Board has been awarded the year three (3) additional NYS OMH funding of \$30,000 to administer the initiative known as the New York Systems Change and Inclusive Opportunities Network (NY SCION), and

**WHEREAS**, Resolution No. 26-A14-01, which authorized the execution of the agreement to accept the funding for the NY SCION OMH Initiative, was approved at the St. Lawrence County Workforce Development Board meeting on January 14, 2026, and

**WHEREAS**, the funds are available to be used from September 16, 2025 to July 31, 2026,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes establishing the PY25 Budget for the NY Systems Change and Inclusive Opportunities Network (SCION) Office of Mental Health (OMH) Initiative, as follows:

**INCREASE APPROPRIATIONS:**

UR562901 12000 SOMH	Supervisory/Administrative	\$978
UR562901 14000 SOMH	Clerical	693
UR562904 40700 SOMH	Bldg & Property Rent	93
UR562904 41400 SOMH	Liability & Other Insurance	9
UR562904 42000 SOMH	Office Supplies & Expenses	6
UR562904 42002 SOMH	Copying Expenses	6
UR562904 42300 SOMH	Other Communication Services	6
UR562904 42400 SOMH	Postage	6
UR562904 42700 SOMH	Membership & Dues	8
UR562904 430WI SOMH	WIB Expenses	330

February 2, 2026

UR562904 47800 SOMH	DP Charges	45
UR562908 81000 SOMH	Retirement	229
UR562908 83000 SOMH	Social Security	125
UR562908 84000 SOMH	Workers' Compensation	44
UR562908 84500 SOMH	Group Life Insurance	3
UR562908 86000 SOMH	Hospital & Medical Insurance	386
UR562908 86500 SOMH	Dental Insurance	23
UR562908 89000 SOMH	Vision Insurance	10
UR562911 11000 SOMH	Direct Service Worker	8,421
UR562911 14000 SOMH	Clerical	555
UR562911 19550 SOMH	Health Insurance Buyback	1,220
UR562914 40700 SOMH	Bldg & Property Rent	927
UR562914 41100 SOMH	Educational Workshops	500
UR562914 41400 SOMH	Liability & Other Insurance	140
UR562914 41901 SOMH	I/D Central Printing	60
UR562914 42000 SOMH	Office Supplies & Expenses	462
UR562914 42002 SOMH	Copying Expenses	80
UR562914 42300 SOMH	Other Communication Services	48
UR562914 42400 SOMH	Postage	18
UR562914 42700 SOMH	Membership & Dues	202
UR562914 430WI SOMH	WIB Expenses	368
UR562914 47800 SOMH	DP Charges	633
UR562918 81000 SOMH	Retirement	1,346
UR562918 83000 SOMH	Social Security	718
UR562918 84000 SOMH	Workers Compensation	231
UR562918 84500 SOMH	Group Life Insurance	23
UR562918 86000 SOMH	Hospital & Medical Insurance	0
UR562918 86500 SOMH	Dental Insurance	340
UR562918 89000 SOMH	Vision Insurance	130
UR562924 461TU SOMH	Tuition/Books/Fees	0
UR562924 461PW SOMH	Participant Wage	8,500
UR562928 81000 SOMH	Retirement Participants	1,275
UR562928 83000 SOMH	Soc Sec Participants	680
UR562928 84000 SOMH	Wrk Comp Participants	123
		<u>\$30,000</u>

**INCREASE REVENUE:**

UR547905 57000 SOMH	NY SCION OMH Revenue	\$30,000
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February 2, 2026

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Rebekah K. Zuhlsdorf, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 68-2026 Entitled “Establishing the PY25 Budget for the New York Systems Change and Inclusive Opportunities Network (SCION) Office of Mental Health (OMH) Initiative”, adopted February 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Rebekah K. Zuhlsdorf*

Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
February 3, 2026

February 2, 2026

Finance Committee: 1-26-2026

RESOLUTION NO. 69-2026

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH SCHINDLER  
ELEVATOR CORPORATION FOR ELEVATOR MAINTENANCE IN  
COUNTY FACILITIES**

By Mr. Hull, Chair, Finance Committee

**WHEREAS**, the importance of preventative maintenance and adequate response time for repairs has required a review of the current status of contractual relationships the County has for elevator maintenance, and

**WHEREAS**, the county solicited proposals to provide elevator maintenance for county facilities and Schindler Elevator Corporation has provided the only bid which meets necessary specifications, and

**WHEREAS**, the term of the contract shall commence on January 1, 2026 and continue for five (5) years thereafter, for monthly elevator service at a cost of \$1,590 per month (BG016204 43007) or a lump sum payment of \$19,080 annually,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign a contract with Schindler Elevator Corporation to provide elevator maintenance for County facilities, upon approval of the County Attorney.

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Rebekah K. Zuhlsdorf, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 69-2026 Entitled "Authorizing the Chair to Sign a Contract with Schindler Elevator Corporation for Elevator Maintenance in County Facilities", adopted February 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Rebekah K. Zuhlsdorf*

Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
February 3, 2026

February 2, 2026

Finance Committee: 1-26-2026

RESOLUTION NO. 70-2026

**AUTHORIZING THE COUNTY ADMINISTRATOR TO PERMIT THE USE OF  
COUNTY PARKING LOTS FOR COMMUNITY ACTIVITIES AND TRAINING**

By Mr. Hull, Chair, Finance Committee

**WHEREAS**, local agencies and organizations have periodically requested permission to use county parking lots for community events and activities, and

**WHEREAS**, allowing use of the county-owned parking lots can promote community engagement and cooperation and benefit the public, provided that such use does not interfere with county operations or compromise public safety, and

**WHEREAS**, the Board of Legislators would like to delegate authority for this function to the County Administrator to approve requests for the use of county-owned parking lots for community events without the requirement of action by the Board of Legislators, subject to conditions and limitations as required, upon approval by the County Attorney,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the County Administrator to authorize use of county parking lots for community activities and training, with a report provided annually to the Board of Legislators.

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Rebekah K. Zuhlsdorf, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 70-2026 Entitled "Authorizing the County Administrator to Permit the Use of County Parking Lots for Community Activities and Training", adopted February 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Rebekah K. Zuhlsdorf*

Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
February 3, 2026



February 2, 2026

Finance Committee: 1-26-2026

RESOLUTION NO. 71-2026

**SETTING A DATE FOR A PUBLIC HEARING ON PROPOSED LOCAL LAW A (NO. \_) FOR THE YEAR 2026, "SETTING SALARIES FOR COUNTY EMPLOYEES"**

By Mr. Hull, Chair, Finance Committee

**WHEREAS**, there are approximately twelve (12) titles of positions in St. Lawrence County that require a local law for mid year modifications, among them are the titles of Coroner and Public Defender, and

**WHEREAS**, proposed Local Law A (No. \_) for the Year 2026 will establish salaries for these two titles, and

**WHEREAS**, In August of 2025, Chair Forsythe appointed a Committee chaired by Legislator Margaret Haggard, District 10 to review compensation for the Position of Coroner, currently there are four elected Coroners who serve St. Lawrence County at an annual salary with mileage and benefits of \$9,147.26, and

**WHEREAS**, following a recommendation from the Coroner Program Salary Review Committee, the salary for St. Lawrence County Coroners shall be increased by \$2,852.74 to \$12,000 and continued access to mileage and benefits, to be set to the amount listed below, and

**WHEREAS**, in addition, a salary adjustment for the Public Defender is recommended by the County Administrator, in part due to the restructuring of indigent defense in St. Lawrence County which has resulted in increased responsibilities for the Public Defender, the compensation for the Public Defender shall be increased from \$117,063, set to the amount listed below, and

**WHEREAS**, the law requires that said Local Law adoption be preceded by a public hearing,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators hereby sets a public hearing on proposed Local Law A (No. \_) for the Year 2026, "Setting Salaries for County Employees" to be held on March 2, 2026, at 5:50 p.m., in the Legislative Chambers.

**PROPOSED LOCAL LAW A (NO. ) FOR THE YEAR 2026,  
“SETTING SALARIES FOR COUNTY EMPLOYEES”**

Rebekah K. Zuhlsdorf  
Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
February 3, 2026

February 2, 2026

Finance Committee: 1-26-2026

RESOLUTION NO. 72-2026

**MODIFYING THE 2025 BUDGET FOR THE COUNTY ADMINISTRATOR'S  
OFFICE FOR UTILITIES AND REPAIRS & MAINTENANCE AT THE  
CORRECTIONAL FACILITY**

By Mr. Hull, Chair, Finance Committee

**WHEREAS**, the costs for equipment repair and maintenance for the correctional facility are budgeted in the organizational accounts GBJ in the County Administrator's Budget, and

**WHEREAS**, the Unit of Buildings and Grounds is working to ensure the appropriations are coded to the appropriate units where they are spent, and

**WHEREAS**, as a result of the increased costs of utilities, a modification to the budget is necessary for 2025, and

**WHEREAS**, increases in these Building and Grounds appropriations can be offset by available funds within the existing budget,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Treasurer to modify the 2025 Budget for the County Administrator's Office for utilities and repairs & maintenance for the Correctional Facility, as follows:

**DECREASE APPROPRIATIONS:**

BGM16204 41600	BM Mass Electricity	\$10,000
BGM16204 40800	BM Mass Bldg & Property Maint	<u>20,000</u>
		\$30,000

**INCREASE REVENUE:**

BG030895 560CF	BLDG Court Facilities Aid	\$37,000
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**INCREASE APPROPRIATIONS:**

BGJ16204 42202	BLDG Jail Equipment Repair & Maint	\$30,000
BG016204 41600	BLDG Electricity	<u>37,000</u>
		\$67,000

February 2, 2026

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Rebekah K. Zuhlsdorf, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 72-2026 Entitled “Modifying the 2025 Budget for the County Administrator's Office for Utilities and Repairs & Maintenance at the Correctional Facility”, adopted February 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Rebekah K. Zuhlsdorf*

Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
February 3, 2026

February 2, 2026

Finance Committee: 1-26-2026

**RESOLUTION NO. 73-2026**

**MODIFYING THE 2025 BUDGET FOR THE COUNTY ADMINISTRATOR'S OFFICE  
FOR COSTS ASSOCIATED WITH COURT-ORDERED SERVICES AT NEW YORK  
STATE OPERATED INPATIENT MENTAL HYGIENE FACILITIES**

By Mr. Hull, Chair, Finance Committee

**WHEREAS**, Resolution No. 36-2026 authorized the Treasurer's Office to modify the 2025 Budget for the County Administrator's Office for costs associated with court-ordered services at New York State operated inpatient mental health facilities, and

**WHEREAS**, total 2025 appropriations are projected at \$1,379,000, a 27.5% increase over 2024 costs of \$1,081,952, and a 104.5% increase over 2023 costs of \$674,287, and

**WHEREAS**, as a reminder this extraordinary increase in appropriations is due to a regulation change by New York State to reduce the prior obligation to share in the cost of these expenses fifty-fifty (50/50), to one hundred percent (100%) county expense, a change that has been challenged by counties, NYSAC, and the Local Mental Hygiene Commissioners, and

**WHEREAS**, rollover language resulted in a shortage of total appropriations needed for mental health services through the end of the year and the Department has received additional revenue that may offset the increase in appropriations,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Treasurer to modify the 2025 Budget for the County Administrator's Office for costs associated with court-ordered services at New York State operated inpatient mental hygiene facilities, as follows:

**INCREASE APPROPRIATIONS:**

BL010104 43007	B Other Fees & Services	\$100,000
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**INCREASE REVENUE:**

BG030895 560CF	Bldg Court Facilities Aid	\$100,000
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STATE OF NEW YORK	)
	) ss:
COUNTY OF ST. LAWRENCE	)

I, Rebekah K. Zuhlsdorf, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 73-2026 Entitled "Modifying the 2025 Budget for the County Administrator's Office for Costs Associated with Court-Ordered Services at New York State Operated Inpatient Mental Hygiene Facilities", adopted February 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Rebekah K. Zuhlsdorf*  
Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
February 3, 2026

February 2, 2026

Finance Committee: 1-26-2026

**RESOLUTION NO. 74-2026**

**MODIFYING THE 2025 BUDGET FOR THE COUNTY ADMINISTRATOR'S OFFICE  
FOR COSTS ASSOCIATED WITH COMMUNITY COLLEGE TUITION**

By Mr. Hull, Chair, Finance Committee

**WHEREAS**, pursuant to the provisions of subdivision four of section 6305 of the Education Law, counties that do not have a community college are required to pay for partial tuition for its residents, which is charged back to the respective towns and villages, and

**WHEREAS**, Resolution No. 32-2026 modified the 2025 County Administrator's Budget in the amount of \$145,000 to cover expenses through the end of 2025 and unfortunately, the County received several supplemental invoices after the estimate was prepared for the previous resolution, and

**WHEREAS**, it is difficult to estimate how many students will be attending community colleges that will submit completed certificates of residency to their college for reimbursement by St. Lawrence County,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Treasurer to modify the 2025 Budget for the County Administrator's Office for costs associated with community college tuition, as follows:

**DECREASE APPROPRIATIONS:**

B1019904 49700	B SPEC Contingency Account	\$31,000
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**INCREASE APPROPRIATIONS:**

B1E24904 46502	B EDUC Community Colleges Tuition	\$31,000
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STATE OF NEW YORK	)
	) ss:
COUNTY OF ST. LAWRENCE	)

I, Rebekah K. Zuhlsdorf, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 74-2026 Entitled "Modifying the 2025 Budget for the County Administrator's Office for Costs Associated with Community College Tuition", adopted February 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Rebekah K. Zuhlsdorf*  
Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
February 3, 2026

February 2, 2026

Finance Committee: 1-26-2026

RESOLUTION NO. 75-2026

**AUTHORIZING THE CHAIR TO SIGN A LEASE WITH THE WORKFORCE  
DEVELOPMENT BOARD FOR SPACE AT THE HUMAN SERVICES CENTER  
FOR THE ONE STOP CAREER CENTER**

By Mr. Hull, Chair, Finance Committee

**WHEREAS**, Resolution No. 205-2020 authorized the most recent lease between St. Lawrence County and the Workforce Development Board for space to be utilized for the operation of the One Stop Career Center, and that lease expired June 30, 2025, and

**WHEREAS**, there is a long standing partnership between St. Lawrence County and the Workforce Development Board that has supported providing career services for individuals seeking employment in the County and since 2001, the Human Services Center has been the home of the One Stop Career Center to support those services, and

**WHEREAS**, prior to the expiration of the lease, a review of the existing model by the County Administrator and the Executive Director of the Workforce Development Board yielded an opportunity to redesign the space, reduce the footprint to support the next generation of jobseekers and therefore, the financial obligation to the partners while continuing to sustain the relationship between county departments, the Workforce Development Board, and the organization that owns the building, the Canton Human Services Initiative, Inc., and

**WHEREAS**, the space occupied in the prior lease agreement was 6,990 square feet and through the proposed changes has been reduced in square footage to 3,444 square feet with the County taking possession of the difference in space of 3,546 square feet, and

**WHEREAS**, this change accomplishes a number of goals; it adapts to the environment to better support jobseekers, it reduces the bureaucracy between county departments paying for space returning to the County, it provides a new space to be occupied by the Youth Bureau, and increases available conference room space by 1,087 square feet in five (5) new spaces that will be set up with technology to improve access for meetings and training, and

**WHEREAS**, more specifically, this change increases available county meeting room space by 1,087 square feet in five (5) new spaces that will be set up with new technology to improve access for employees and the public for meetings and training, and

**WHEREAS**, the term of the lease, as proposed, is five (5) years from July 1, 2025 through June 30, 2030 with two (2) one (1) year extension options,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Chair to sign a lease with the Workforce Development Board for space at the Human Services Center for the One Stop Career Center for the term of July 1, 2025 through June 30, 2030, upon approval of the County Attorney, and

February 2, 2026

**BE IT FURTHER RESOLVED** that the space authorized in the recommended lease be reduced by 3,546 square feet and the total area occupied by the Workforce Development Board be 3,444 square feet, and

**BE IT FURTHER RESOLVED** that the space be updated along with the assumed county meeting room space be updated with technology to effectively facilitate training and professional development for county departments and One Stop Partners, and

**BE IT FURTHER RESOLVED** that the Youth Bureau occupy 718 square feet (575 in one area and 143 in Group Room 1) of space in the county operated portion of the One Stop Career Center footprint to facilitate greater involvement for the youth of St. Lawrence County to focus on the development of a strong work ethic to make a positive impact on the workforce, and

**BE IT FURTHER RESOLVED** that the County Administrator provide updates to the Board of Legislators and follow up periodically to determine if the updated model works well for jobseekers and staff alike, and

**BE IT FURTHER RESOLVED** that the Board of Legislators authorize two (2) one (1) year extension options if the performance of the lease meets the expectations of St. Lawrence County, this will provide a conclusion to the lease with the Workforce Development Board at the conclusion of the initial County lease with the Canton Human Services Initiative, Inc.

STATE OF NEW YORK )  
 ) ss:  
COUNTY OF ST. LAWRENCE )

I, Rebekah K. Zuhlsdorf, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 75-2026 Entitled “Authorizing the Chair to Sign a Lease with the Workforce Development Board for Space at the Human Services Center for the One Stop Career Center and Modifying the 2025 Budget for the County Administrator's and Treasurer's Offices”, adopted February 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

Rebekah K. Zuhlsdorf  
Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
February 3, 2026



February 2, 2026

RESOLUTION NO. 76-2026

**MODIFYING THE 2025 BUDGET FOR SOCIAL SERVICES FOR FOSTER CARE  
AND ADOPTION EXPENSES**

By Mr. Webster, District 11

**WHEREAS**, funding eligibility regulations for children in foster care and adoption cases determine which accounts expenses are paid out of, and for 2025 a request to reallocate some of the available funds into the correct line items,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Treasurer to modify the 2025 Budget for Social Services for Foster Care and Adoption Expenses as follows:

**INCREASE APPROPRIATIONS:**

DSC61094 465IB CCEA	D EAF Institution Board	\$465,000
DSG60704 445VD	D Parenting Transportation	<u>53,000</u>
		\$518,000

**DECREASE APPROPRIATIONS:**

DSC61194 465IB ADCFC	D ADCFC Institution Board	\$375,000
DSJ61234 465IB EAJD	D EAF JD/PINS Institution Board	<u>52,407</u>
		\$427,407

**INCREASE REVENUE:**

DA036105 56000	D SA General Administration	\$1,060
DA046105 57000	D FA General Administration	6,846
DAS36105 560CW	D SA Child Welfare Funding	1,466
DAT27015 55000	D Prior Year Refunds	68
DSS27015 55000	D LR ST Prior Year Refunds	259,045
DSD27015 550000	D LR DC Prior Year Refunds	<u>228</u>
		\$268,713

**DECREASE REVENUE:**

DA046105 57000	D FA General Administration	\$39,201
DSC46195 57000	D FA Child Care	<u>138,919</u>
		\$178,120

February 2, 2026

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Rebekah K. Zuhlsdorf, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 76-2026 Entitled "Modifying the 2025 Budget for Social Services for Foster Care and Adoption Expenses", adopted February 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Rebekah K. Zuhlsdorf*

Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
February 3, 2026

February 2, 2026

RESOLUTION NO. 77-2026

**MODIFYING THE 2025 BUDGET FOR THE ASSIGNED COUNSEL PROGRAM FOR  
INDIGENT DEFENSE RATE INCREASES**

By Ms. Curran, District 15

**WHEREAS**, the cost for Assigned Counsel for Indigent Defense has exceeded the 2025 budgeted appropriations, and

**WHEREAS**, with eligibility standards changing, along with State-mandated rate increases, the cost of providing indigent defense continues to rise, with the State reimbursing up to fifty percent (50%) of these increased costs, and

**WHEREAS**, increased costs result in an increase in associated revenue,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Treasurer to modify the 2025 Budget for the Assigned Counsel Program for Indigent Defense Rate Increases, as follows:

**INCREASE APPROPRIATIONS:**

IA011704 430FC	IA AC Family Court Cases	\$250,000
IA011704 430CC	IA AC Criminal Cases	<u>80,000</u>
		\$330,000

**INCREASE REVENUE:**

IA030255 56000	IA AC SA Indigent Legal Services	\$150,000
IAZ30895 56000 CFA	Counsel at First Appear SA	<u>180,000</u>
		\$330,000

STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Rebekah K. Zuhlsdorf, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 77-2026 Entitled "Modifying the 2025 Budget for the Assigned Counsel Program for Indigent Defense Rate Increases", adopted February 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Rebekah K. Zuhlsdorf*

Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
February 3, 2026

February 2, 2026

RESOLUTION NO. 78-2026

**MODIFYING THE 2025 BUDGET FOR THE SHERIFF'S OFFICE FOR MEDICAL  
FEES AT THE CORRECTIONAL FACILITY**

By Ms. Curran, District 15

**WHEREAS**, the Correctional Division has exceeded the budgeted amount for inmate medical fees due to the Facility operating at or near maximum capacity for a significant portion of the year and the unpredictability of inmate medical needs,

**WHEREAS**, the Sheriff's Office has received revenue from workers' compensation reimbursement that is in excess of the budgeted amount in the 2025 Budget, and

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Legislators authorizes the Treasurer to modify the 2025 Budget for the Sheriff's Office for medical fees at the Correctional Facility as follows:

**INCREASE APPROPRIATIONS:**

S4031504 43004	S JAIL Medical Fees	\$20,000
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**INCREASE REVENUE:**

S4026835 550WC	S LR W/C Reimbursement Salary	\$20,000
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STATE OF NEW YORK

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) ss:

COUNTY OF ST. LAWRENCE

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I, Rebekah K. Zuhlsdorf, Deputy Clerk of the St. Lawrence County Board of Legislators, **DO HEREBY CERTIFY** that I have compared this Resolution No. 78-2026 Entitled "Modifying the 2025 Budget for the Sheriff's Office for Medical Fees at the Correctional Facility", adopted February 2, 2026, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

*Rebekah K. Zuhlsdorf*

Rebekah K. Zuhlsdorf, Deputy Clerk  
St. Lawrence County Board of Legislators  
February 3, 2026