

BOARD OF LEGISLATORS
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RUTH A. DOYLE
County Administrator

JOSEPH LIGHTFOOT
Chair, Board of Legislators

TO: St. Lawrence County Legislators and Other Interested People
FROM: Kelly S. Pearson, Deputy Clerk
DATE: March 13, 2020
SUBJECT: **SPECIAL BOARD MEETING AGENDA**

Attached is a copy of the agenda for the Board Meeting of the St. Lawrence County Board of Legislators on **Monday, March 16, 2020**, in the Legislative Board Room.

When any reference is made to any contracts not set forth in the agenda, the original documents are available for inspection by any and all persons and are filed in the Clerk of the Board of Legislators' Office.

Attachments

March 16, 2020

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN CONTRACTS WITH COUNTY NOT-FOR-PROFITS, FILL TEMPORARY POSITIONS IN THE PLANNING OFFICE TO ASSIST IN THE 2020 CENSUS COMPLETE COUNT OUTREACH, AND MODIFYING THE 2020 BUDGET FOR ST. LAWRENCE COUNTY

By Mr. Burke, District 12

WHEREAS, the 2020 Census will take place in April of this year, and New York State has set aside funding for counties to ensure that a Census Complete Count can occur statewide, and

WHEREAS, the St. Lawrence County Chamber of Commerce, Community Development Program (CDP), and The Arc Jefferson-St. Lawrence have registered with the State as a not-for-profit agencies willing to assist with Census 2020 promotion, and

WHEREAS, the Census 2020 Complete Count Outreach Grant application for the County specified funding allotments for each of the registered not-for-profits identified above as: up to \$88,000 to The Arc Jefferson-St. Lawrence; up to \$51,667 to the St. Lawrence County Chamber of Commerce; up to \$51,667 to the Community Development Program, and

WHEREAS, the remaining twenty-five percent (25%) of the allotted funds can be retained by the County and will be used to hire temporary, part-time staff, acquire promotional materials and be used for grant administration, and

WHEREAS, to assist in the efforts, the Planning Office will hire three (3) temporary, part-time staff who will be tasked with conducting informational sessions about the census, writing press releases, attending census promotional events, purchasing and distributing census related materials, establishing portable census response hotspots, organizing staffing at various events, and establishing networks among hard to count populations, and

WHEREAS, Resolution No. 45-2020, adopted February 24, 2020, accepted Complete Count Outreach Grand Funds in the amount of \$255,112 to be used to ensure that hard-to-count populations in St. Lawrence County are made aware of the importance of being counted in the Census, and

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign contracts with County not-for-profits: St. Lawrence County Chamber of Commerce, Community Development Program (CDP), and The Arc Jefferson-St. Lawrence, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the Board of Legislators authorizes filling of each of the following temporary positions which have been reviewed and recommended to be created and filled by the Vacancy Review Committee:

<u>Department/Unit:</u>	<u>Title:</u>	<u>Position No.:</u>	<u>Type</u>	<u>Duration</u>	<u>Timeline</u>
Planning	Temporary Planner I (new)	400400002	PT	Temporary	Immediate
Planning	Temporary Planning Technician (new)	400100003	PT	Temporary	Immediate
Planning	Temporary Planning Technician (new)	400100002	PT	Temporary	Immediate

BE IT FURTHER RESOLVED that Position No. 400400002, Temporary Planner I, be abolished after sixteen (16) weeks from hire date, and Position No. 400100003, Temporary Planning Technician, and Position No. 400100002, Temporary Planning Technician, be abolished after twenty (20) weeks from hire date, and

BE IT FURTHER RESOLVED that the Treasurer is authorized to modify the 2020 Budget for the 2020 Census, as follows:

DECREASE APPROPRIATIONS:

N1049105 57000 CEN N CEN Grant Payments \$255,112

DECREASE REVENUE:

N1049105 57000 CEN N CEN Revenue \$255,112

INCREASE APPROPRIATIONS:

B1Z89894 46500 CEN	B Census Other Payments	\$225,587
B1Z89891 19000 CEN	B Census Temp and Part Time	23,860
B1Z89898 81000 CEN	Retirement	3,178
B1Z89898 83000 CEN	Social Security	1,826
B1Z89898 84000 CEN	Workmen Compensation	<u>661</u>
		\$255,112

INCREASE REVENUE:

B1Z30895 56000 CEN B Census State Aid \$255,112

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

St. Lawrence County Vacancy Authorization Form

Planning



Type: Create & Fill

Temporary Planner 1

Subunit (If Applicable):

Date Submitted: 2/25/2020

Reason Vacated:

Position Number: 400400002

Date Vacated:

Position # Abolished: N/A

Position Will Be: Part-time

Last Fill Date:

Hours Per Week: 20

Appointee Will Be: Temporary

Budget

Fill Request Timeline: Immediately

Temporary Position? Yes

Salary of Person Leaving:

Revenue Generating: No 0 %

Benefits: No Health Insurance \$1,793

Reimbursed by State or Federal Funds: Yes 100 %

Base Salary: \$7,552

Budget Mod Attached, If Required?

Grade: 23

Net County Cost: \$0

Detailed Justification

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

The County anticipates receiving funding from the State for Census 2020 promotion. The Planning Office proposes to hire a total of 3 temporary part-time staff to assist in this Census promotion effort. Two staffers would be classified as Planning Technicians and the third would be titled a Planner 1. The Planner 1 Position would be responsible for the following tasks:

- Conduct informational sessions about the Census
- Write press releases
- Attend Census promotional events
- Purchase and distribute Census related materials
- Establish portable Census response hotspots
- Organize staffing at various events
- Establish networks among hard to count populations (the Amish, seniors, transient, students)

The Planner 1 position would be no more than 16 weeks in duration. Base salary is \$42,934 for the grade 23 position.

Department Head: 

Approved?

Yes No

County Administrator:

Resolution #:

St. Lawrence County Vacancy Authorization Form

Planning



Type: Create & Fill

Temporary Planning Technican

Subunit (If Applicable):

Date Submitted: 2/25/2020

Reason Vacated:

Position Number: 400100003

Date Vacated:

Position # Abolished: N/A

Position Will Be: Part-time

Last Fill Date:

Hours Per Week: 20

Appointee Will Be: Temporary

Budget

Fill Request Timeline: Immediately

Temporary Position? Yes

Salary of Person Leaving:

Revenue Generating: No 0 %

Benefits: No Health Insurance \$1,936

Reimbursed by State or Federal Funds: Yes 100 %

Base Salary: \$8,154

Budget Mod Attached, If Required?

Grade: 23

Net County Cost: \$0

Detailed Justification

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

The County anticipates receiving funding from the State for Census 2020 promotion. The Planning Office proposes to hire a total of 3 temporary part-time staff to assist in this Census promotion effort. Two staffers would be classified as Planning Technicians and the third would be titled a Planner 1. The Planner 1 Position would be responsible for the following tasks:

- Conduct informational sessions about the Census
- Write press releases
- Attend Census promotional events
- Purchase and distribute Census related materials
- Establish portable Census response hotspots

The Planning Technician positions would be no more than 20 weeks in duration. Base salary is \$37,099 for the grade 19 position.

Department Head: *Don O'Hara*

Approved?

Yes No

County Administrator:

Resolution #:

St. Lawrence County Vacancy Authorization Form

Planning



Type: Create & Fill

Temporary Planning Technician

Subunit (If Applicable):

Date Submitted: 2/25/2020

Reason Vacated:

Position Number: 400100002

Date Vacated:

Position # Abolished: N/A

Position Will Be: Part-time

Last Fill Date:

Hours Per Week: 20

Appointee Will Be: Temporary

Budget

Fill Request Timeline: Immediately

Temporary Position? Yes

Salary of Person Leaving:

Revenue Generating: No 0 %

Benefits: No Health Insurance \$1,936

Reimbursed by State or Federal Funds: Yes 100 %

Base Salary: \$8,154

Budget Mod Attached, If Required?

Grade: 19

Net County Cost: \$0

Detailed Justification

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

The County anticipates receiving funding from the State for Census 2020 promotion. The Planning Office proposes to hire a total of 3 temporary part-time staff to assist in this Census promotion effort. Two staffers would be classified as Planning Technicians and the third would be titled a Planner 1. The Planning Technicians would be responsible for the following tasks:

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- Attend Census promotional events
- Purchase and distribute Census related materials
- Establish portable Census response hotspots

The Planning Technician positions would be no more than 20 weeks in duration. Base salary is \$37,099 for the grade 19 position.

Department Head:

Approved?

Yes No

County Administrator:

Resolution #:

March 16, 2020

RESOLUTION NO. _____

**MODIFYING THE 2019 BUDGET FOR SOCIAL SERVICES
FOR CHILD CARE AND TRAINING ADMINISTRATION**

By Mr. Acres, District 8

WHEREAS, due to higher than anticipated costs in Child Care and Training Administration, and higher than anticipated revenue in Services Administration it is necessary to modify the 2019 Social Services Budget,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2019 Budget for Social Services, as follows:

INCREASE APPROPRIATIONS:

DSC61194 465IT	D CSE Institutions	\$117,000
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INCREASE REVENUE:

DAS36105 560CW	D SA Child Welfare Funding	\$117,000
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March 16, 2020

RESOLUTION NO. _____

**APPOINTING AN INTERIM COMMISSIONER OF
THE DEPARTMENT OF SOCIAL SERVICES**

By Mr. Lightfoot, District 3

WHEREAS, the retirement of the Commissioner of the Department of Social Services on March 30, 2020 will leave St. Lawrence County without a Commissioner for a period of time, and

WHEREAS, the Board of Legislators deems it in the best interest of the County to fill the Commissioner of the Department of Social Services Position on an interim basis pending a permanent appointment,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators hereby appoints _____ to be appointed to the position of Interim St. Lawrence County Commissioner of the Department of Social Services with a salary of \$93,227 (Band VII, Base), effective March 31, 2020, and

BE IT FURTHER RESOLVED that this appointment shall be effective until a permanent appointment is made.

March 16, 2020

RESOLUTION NO. _____

**ST. LAWRENCE COUNTY BOARD OF LEGISLATORS CALLING UPON
GOVERNOR CUOMO TO REMEMBER HOW HELPFUL THE PEOPLE OF
ST. LAWRENCE COUNTY HAVE BEEN IN TIMES OF CRISES
WITH SOLUTIONS FOR CORRECTIONAL FACILITIES**

By Mr. Reagen, District 1

Co-Sponsored by: Mr. Forsythe, District 2; Mr. Lightfoot, District 3; Mr. Sheridan, District 4;
Mr. Leader, District 5; Mr. Denesha, District 6; Mr. Perkins, District 7;
Mr. Acres, District 8; Mr. Haggard, District 10;
Mr. Burke, District 12; and Ms. Terminelli, District 14

WHEREAS, New York State prisons in Ogdensburg and Gouverneur provide outstanding careers for members of over 1,000 families across St. Lawrence County, and

WHEREAS, the correctional facilities provide more than a \$100 million in payrolls, benefit the citizens of the entire state of New York, while improving the quality of life and providing quality jobs for citizens in Northern New York, and

WHEREAS, New York Governor Andrew Cuomo personally told the citizens of Ogdensburg and St. Lawrence County in the summer of 2010 while he was marching in the Seaway Festival Parade that he felt the State of New York owed a special debt of gratitude to the citizens of the Maple City for that community's historic decision in the early 1980s to accept a prison at a time when other communities across the state were protesting, and objecting to the location of prisons in New York City, Long Island and elsewhere, and

WHEREAS, the example made by Ogdensburg led the Department of Corrections to change its policy so that only communities that specifically asked for a prison became home to a correctional facility, ending the long-time adversarial relationship between the state and municipalities across the state, and

WHEREAS, the then candidate Cuomo promised that if he was elected governor, he would keep the Correctional Facilities in Ogdensburg open because the community had set an important example for other communities across the State of New York by working hand in hand with the Department of Corrections to provide a place where inmates could be treated with dignity and respect while they serve their sentences, and

WHEREAS, the citizens of Ogdensburg again helped the State of New York in the late 1980s when New York City faced a severe jail crisis when Ogdensburg agreed to accept the construction of Riverview Correctional Facility at a time when the citizens of the largest in City in the State, again were refusing to allow the construction of a jail to house their own citizens who were facing dangerous conditions in the overcrowded and dangerous city-run metropolitan area jail system, and

WHEREAS, in 1989, the St. Lawrence County Board of Legislators voted unanimously to offer financial assistance in the amount of \$50,000 to assist the State of New York for land acquisition, infrastructure, and other costs to encourage the construction of an additional prison, and the offer helped lead to the choice to build the Gouverneur Correctional Facility, and

March 16, 2020

WHEREAS, the citizens of Gouverneur stepped forward and agreed in 1990 to accept a medium security prison, and later agreed to help the State of New York provide facilities for some of its most troubled inmates by agreeing to accept the construction of a Secure Housing Unit, within the facility, to provide a safe place where people could serve their sentences, and

WHEREAS, Northern New York's Correctional Facilities have repeatedly demonstrated they are less costly to operate than downstate prisons, result in fewer injuries to staff and inmates, and are more efficient in terms of their operation,

NOW, THEREFORE, BE IT RESOLVED the Board of Legislators calls upon Governor Andrew Cuomo to remember how the people of St. Lawrence County have a long history of helping the people of the State of New York and the City of New York when they have faced a crisis and needed a helping hand by continuing to operate these facilities.

March 16, 2020

Finance Committee: 3-30-2020

RESOLUTION NO. _____

MODIFYING THE 2020 PUBLIC HEALTH DEPARTMENT BUDGET TO ACCEPT COVID-19 CRISIS RESPONSE FUNDING FROM NEW YORK STATE FOR THE EMERGENCY PREPAREDNESS PROGRAM

By Mr. Acres, Chair, Finance Committee

WHEREAS, the Public Health Department is responsible for the Emergency Preparedness Program, and

WHEREAS, local health departments are currently being proactive in dealing with the threat of COVID-19 (coronavirus) global pandemic in their areas, and

WHEREAS, the New York State Department of Health, with the COVID-19 Crisis Response Cooperative Agreement, is awarding local health departments funding to use for their greatest response needs, and

WHEREAS, St. Lawrence County Public Health Department has been awarded \$15,000,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2020 Public Health Department Budget to accept COVID-19 Crisis Response funding for the Emergency Preparedness program as follows:

INCREASE APPROPRIATIONS:

PP040104 43007 EP	P EP Other Fees & Services	\$15,000
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INCREASE REVENUE:

PP044895 57000 EP	P FA EP Grant	\$15,000
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