

The Deputy Clerk called the meeting to order at 7:00 p.m.

The Deputy Clerk asked for nominations for Temporary Chair.

Mr. Burns nominated Mr. House for Temporary Chair, seconded by Mr. Morrill, and carried unanimously by a voice vote.

Temporary Chair House came to the dais to conduct this portion of the meeting.

ROLL CALL: 12 Legislators present, three absent

DISTRICT	LEGISLATOR
District 1	Vernon D. Burns
District 2	David Forsythe
District 3	Thomas A. Nichols
District 4	Alexander A. MacKinnon - absent
District 5	Donald Peck
District 6	Frederick S. Morrill
District 7	Laura J. Perry
District 8	Tedra L. Cobb
District 9	Peter W. FitzRandolph - absent
District 10	J. Patrick Turbett
District 11	Charles E. House, Jr.
District 12	Sallie A. Brothers
District 13	Thomas R. Grow - absent
District 14	Gregory M. Paquin
District 15	Daniel Girard

V. PRAYER AND THE PLEDGE OF ALLEGIANCE Prayer by Mr. Burns

VI. NOMINATIONS FOR CHAIR - Ms. Brothers nominated Mr. Turbett for Chair, seconded by Mr. Paquin. Mr. Forsythe nominated Mr. FitzRandolph as Chair, seconded by Mr. Nichols. Chair called for a roll call vote and explained to say the name of the individual in which you are voting. Mr. Turbett received ten votes and Mr. FitzRandolph received two votes. Temporary Chair House asked Chair Turbett to come to the dais.

VII. COMMENTS BY CHAIR – welcomed everyone.

First, let me welcome everyone to the meeting tonight, Legislators, Department Heads, other County staff and members of the press and news media. I extend an especially warm welcome to members of the public- citizens of St. Lawrence County who choose to participate in the democratic process through their attendance at our meetings. I, as do all legislators, value your presence and the input you provide to us. Please keep coming.

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Once again I thank my colleagues in the Legislature for their support and for the opportunity to serve in this position a second time. Since this will be my second year as the Chair, my comments will include a review of last year's accomplishments along with my thoughts about this year's agenda. Last year, as the newly elected Chair of the new majority, I introduced and directed a plan for "a new direction" in County Government. This plan focused on economic development, long term planning and decision making, open government and better communication between County government and its citizens. Although I believe we made substantial progress in these areas, much additional work remains. Therefore, this year we will continue our efforts in these important areas.

As you may recall three committees; Economic Development, Information Technology and Government Review, were appointed last year to move the County forward in these targeted areas. As I talk about each committee, I will summarize their work to date and outline their work for the coming year.

The Economic Development Committee, co-chaired by Fred Morrill and Sam Burns, began work by reviewing the County's comprehensive economic development plan. Over the past year they have met with economic development staff throughout the County with the goal of integrating and coordinating the efforts of all County and local economic development agencies. Along with our new County administrator, Karen St. Hilaire, the committee introduced the Homestead Initiative, a plan to attract new businesses to St. Lawrence County using as an incentive, land acquired through tax foreclosure. Fred Morrill, one of the co-chairs of the committee, proposed the establishment of an environmental remediation fund. This fund was approved by the Legislature late last year. It will pay for remediation of blighted and contaminated property so that it can be redeveloped and returned to the tax rolls.

In the coming year the Economic Development committee, together with the Office of Economic Development and other economic developers throughout the County, will complete revision of the comprehensive economic development plan. This group will also work with the GM Task Force, a group I will speak about later, and the NYPA Local Government Task Force to finish the work in establishing the St. Lawrence River Redevelopment Agency. On December 21st, as part of the good news we received about the NYPA-Alcoa contract, a 10 million dollar economic development fund was announced as part of the new contract. Our Economic Development Committee will work with Alcoa to integrate this new economic development activity into the overall economic development effort of St. Lawrence County. Since the Environmental Remediation fund represents a new direction for St. Lawrence County, the Economic Development committee will monitor its use and impact in 2008.

Information Technology, led by Laura Perry, was the focus of last year's second new committee. The IT committee has been working on a plan to provide countywide broadband access, a necessary component of economic development infrastructure. Members of her committee helped with the development and evaluation of the County's telephone project bid. Later tonight, we will be voting to approve the telephone contract, and I am happy to report that the first parts of the new phone system will be operational this spring. The IT committee also has provided assistance to County staff in the other areas of development of Information Technology policy.

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2008 should be a busy year for the Information Technology committee. Currently, they are assisting County staff to submit a grant for additional funding to expand broadband access to the least populated areas within St. Lawrence County. A survey of County residents concerning broadband access will be completed early this year. The results of this survey will be used to work with area providers as the committee develops a comprehensive strategy to achieve countywide broadband access over the next five years. Finally, the Information Technology committee will provide expertise and advice to County staff as they continue to upgrade the St. Lawrence county website.

The Government Review Committee, chaired by Tedra Cobb, was the third committee established last year. The committee's first priority was to evaluate County government operations and identify ways to offer services more cost effectively and efficiently. Based on the Government Review committee's recommendation two positions were added to the Planning Department, the Transportation Coordinator and Grant Specialist. We are already seeing successful outcomes from those new positions - bus ridership is increasing and we have submitted a Shared Municipal Services Grant. To further cost savings, the committee furthered the idea to purchase County vehicles.

Finally, to increase access to training for elected officials, the public and the media, the Government Review committee sponsored training on Open Meeting Law and the Freedom of Information Law. Most recently, it facilitated Ethics Training for government officials and County staff. The Government Review committee has worked on staff development issues and succession planning as well as cooperation between County government and the towns and villages.

Over the next twelve months the Government Review committee will review County policies and procedures, e.g. vehicle policy, travel reimbursement, and others to ensure our policies and procedures are timely and promote transparency in the spirit of open government. The committee also plans to bring forward a new County Ethics Law for adoption and to establish a Board of Ethics and procedures for review. It will also continue its work on strategic planning and work with the Finance committee on strategic budgeting efforts.

Several additional groups were established last year to address issues that required special attention. These included the Youth Services Advisory Board, the Highway committee, and the General Motors Taskforce.

The Youth Services Advisory Board was charged with reviewing the services for County youth at-risk for out of home placement. They have reviewed information on existing programs and have made recommendations for funding new programs to serve these at-risk youth. As a result of their work, the Legislature appropriated additional funds to develop at-risk youth programs. Evaluation criteria and procedures for these programs have been adopted and the committee will continue to monitor each program outcomes. It will also continue to analyze the needs of St. Lawrence County's youth and priority for the coming year will be to examine summer youth programs.

The Highway committee was set up to negotiate the snowplowing contract with the Town Highway Departments. After the contract was settled in October, the committee focused on the Highway budget and priorities for road and bridge construction projects. The committee will continue to work with the Highway Department and its staff to develop better monitoring and reporting of highway projects.

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In response to the news that the General Motors plant in Massena was closing, the General Motors Taskforce was created. This group, of which I am a member, oversees a number of efforts designed to mitigate the effects of the plant closing and job loss. This work is ongoing and vital to our whole County, as the impact of the plant closing will affect every community.

Last year, the County began the largest construction project in its history, the jail. Construction began in April, after two successful legal defenses of the Project Labor Agreement. While there have been some minor difficulties, the project continues to be on time and on budget. During 2008, as the construction is completed, the Jail committee will work to facilitate the transition to the new facility. Our goal remains to be in the new Jail by next December.

Currently, a number of County departments, as well as the Court system, are in need of additional office space. Early this year, I will reactivate the Space Committee. Their charge will be to develop a long-range plan to address the County's office space needs. This plan will also include providing handicapped access to all County departments. As part of their task, the committee will explore the future use of the old jail.

Long-range planning continues to be a theme for this administration. In 2008, Greg Paquin will Chair the Finance Committee. Under his guidance, the staff and Board will explore recommendations for long-range budget priorities and practices for the County. Fund balance and capital reserves are among the topics that will be addressed, as well as working with the County treasurer to develop better corporate fiscal controls for St. Lawrence County.

In 2008, I will be appointing a committee to work on St. Lawrence County's system of cost sharing with the local governments. Laura Perry will chair this group. This new committee will review all of the methods the County currently uses to distribute costs or charge back expenses to our towns and villages. The goal will be to produce a consistent, equitable way to share costs with local governments.

Last year, St. Lawrence County hired a new Administrator, Karen St. Hilaire. Karen has spent much of her time during her first six months meeting County staff and learning about County government and its departments. In 2008, Karen will put the knowledge she has gained to use. Working with Department heads, Karen will establish goals and objectives for all County departments, along with developing a performance program for County staff. Karen will continue to work with the Legislature to in her review of County government bringing forth recommendations for reorganization and other changes in order to increase efficiency while also reducing costs.

Later tonight, we will be voting on a resolution to fund an emergency fuel assistance program. This program will provide fuel assistance to those citizens most in need in St. Lawrence County. It is the first program of this magnitude offered by the County and is somewhat of an experiment for us. An oversight committee will be appointed to monitor the program and make recommendations for future operation and continued success. The committee will also examine alternate methods of addressing the home heating problem in St. Lawrence County.

A last area which will require work in the coming year is our transportation infrastructure. Tonight we will vote on a resolution supporting the construction of a four lane highway extending the interstate highway system through St. Lawrence County, the "Roof Top Highway". Last month we received word that Big Sky Airlines, our local provider, was ceasing operations in our area.

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Many of us are aware of the barrier that the CSX Rail System presents to economic development in St. Lawrence County. To address all of these transportation needs, I will be asking the County Administrator to make this transportation infrastructure a top priority for 2008. We need to move the issue of the four-lane highway forward along with our other transportation problems, to our local, state and federal officials impressing upon them the importance these issues have for St. Lawrence County's future.

This agenda is ambitious. It will require continued effort and hard work from the County Legislature, the County administrator, County Department Heads and County Staff. I am optimistic that all parties will continue their hard work, commitment and cooperation. I am confident 2008 will be a positive year for St. Lawrence County and its citizens.

VIII. NOMINATIONS FOR VICE CHAIR

Fred Morrill was elected to serve as Vice Chair

IX. COMMUNICATIONS

Correspondence was received from Essex County Board of Supervisors entitled "Resolution Supporting Federal Medicaid County Protection Act of 2007".

Correspondence was received from Central Adirondack Search and Rescue Team, Inc. thanking the Board of Legislators for funding them and added that the funds assist in their day-to-day operations.

X. CITIZEN PARTICIPATION – no one wished to speak

XI. PRESENTATION OF RESOLUTIONS:

1. Ms. Brothers **ADOPTION OF THE RULES OF PROCEDURE -**
P. 2 seconded by morrill and burns. Carried

Finance Committee: 12-17-2007

RESOLUTION NO. 1-2008

ADOPTION OF THE RULES OF PROCEDURE

By Ms. Brothers, Chair, Finance Committee

WHEREAS, each Board must establish it's 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 mailed in the Organizational Meeting packet and dated January 2, 2008, are hereby adopted, and

BE IT FURTHER RESOLVED that the Board meeting dates in the attached calendar be

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set, and

BE IT FURTHER RESOLVED that Committee meeting dates be tentatively set as in the attached calendar.

St. Lawrence County

BOARD OF LEGISLATORS

* * *

RULES OF PROCEDURE

Adopted January 2, 2008

Resolution No. _____

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Note: The page numbers will change to correspond with the Proceedings.

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ARTICLE I

Quorum

A majority of the duly constituted membership of the Legislature 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 Chair and a Vice Chair.
- B. The Regular Meetings of the Legislature 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.

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. Roll Call
- 2. Prayer
- 3. Pledge of Allegiance
- 4. Approval of previous meeting minutes
- 5. Reading of Communications
- 6. Citizen Participation
- 7. Presentation of Resolutions
- 8. Reports of County Officers [if Chair deems necessary]
- 9. Old Business
- 10. New Business
- 11. Adjournment

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ARTICLE IV
Members

- A. All members of the County Legislature shall attend all regular and specially scheduled meetings of the Legislature, 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 speak before the Legislature in one of the following ways:

- A. During Citizen Participation period, upon recognition by the Chair. The Speaker will state his/her name and is limited to five minutes. The total Citizen Participation time period shall not exceed thirty [30] minutes, unless extended at the discretion of the Chair.
- 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.
- 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 it, and the entire agenda, shall be mailed 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.

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ARTICLE VII
Committees

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

OPERATIONS COMMITTEE: Issues within the jurisdiction of this committee would be those arising out of the following departments: Board of Elections, Central Services, County Clerk, District Attorney, Emergency Services, Governmental Services, Planning, Probation, Public Defender, and Sheriff.

SERVICES COMMITTEE: Issues within the jurisdiction of this committee would be those arising out of the following departments: Community Services, Consumer Affairs,

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Economic Development, Forestry, Office For Aging, Public Health, Social Services, Veterans Service, and Youth Bureau.

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, Office of the County Attorney, Office of the County Treasurer, Office of Real Property Tax Service, the Highway Department and the Solid Waste Department shall be under the jurisdiction of this committee, as well as issues involving any outside agencies that are not currently funded within some other departmental budget, such as the Community Development Programs, Cooperative Extension, County Historian, and Soil and Water Conservation District.

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

- J. The Deputy Clerk of the Board shall arrange for the taking of minutes at all committee meetings and be responsible for their safekeeping. The minutes of each committee shall be kept in a separate minute book provided by the Clerk of the Board of Legislators. The minutes shall contain the time and place and persons present at the meeting; a record of all committee votes and a brief summary of the discussion and other actions. Written statements by members or non-members may be submitted and shall become a part of the record of the committee. Written summaries may be required by the Committee Chair. The minute book shall be filed in the Office of the Clerk of the Board of Legislators and open to the public. Written Committee minutes and agendas will be placed in the Legislators' mailboxes and on the St. Lawrence County website.
- K. Committee Procedures
1. Committees shall meet in accordance with the 2008 Meetings Schedule. Regular Committee Meetings shall begin at 6:00 p.m. When the Chair of a Committee calls special meetings it shall be the intent of this Board that public announcement thereof will be done as soon as possible.
 2. County Departments must submit any resolution for Committee consideration with the Clerk of the Board by the submission deadline as indicated on the Meeting Schedule.
 3. Rules for Legislators wishing to submit a resolution for committee consideration:
 - a. If the resolution is to be in the committee packet, then it must be submitted by the submission deadline, or

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- b. If the resolution is to be on a revised committee agenda, then it must be received by close of business the Friday before the regular committee meeting, or
 - c. If during discussion of any agenda item then by motion with or without a copy of the resolution, or
 - d. If under old/new business, then by motion with or without a copy of the resolution.
4. Within three days of its introduction, any and every resolution, which has not been acted upon by the Board shall be referred by the Chair to the appropriate committee.
5. Every resolution referred to any committee shall be placed on the regular agenda of that committee in chronological order of receipt in committee.
6. Within six weeks of its referral to committee, every resolution shall be reported back to the Board of Legislators with the committee's recommendation 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 eleven (11) days in advance of a committee meeting, and request to be put on the agenda. The Board Office will discuss the matter to be put on the agenda with the Chair of the Committee, and at the Chair's discretion, may or may not add the matter to the agenda for the next committee meeting, or a future committee meeting.
9. All presentations to Committees, which are unrelated to resolutions on the agenda, will be limited to a ten-minute presentation and a ten-minute question session. (Note: Suspension of the Rules would be required to extend the length of the presentation and/or questions.) All presentations will be placed at the end of the agenda, after all County business, except executive session, has been addressed.
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.

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ARTICLE VIII
Limitations and Amendment

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

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**ATTACHMENT A
BOARD OF LEGISLATORS
2008 MEETING SCHEDULE**

January

2 Board 7:00 p.m.
7 Services/Operations 6:00 p.m.
14 Finance 6:00 p.m.
21 Martin Luther King Holiday
28 NYSAC

July

7 Board 7:00 p.m.
14 Operations 6:00 p.m.
21 Services 6:00 p.m.
28 Finance

February

4 Board 7:00 p.m.
11 Operations/Services 6:00 p.m.
18 President's Day Holiday
25 Finance 6:00 p.m.

August

4 Board 7:00 p.m.
11 Operations 6:00 p.m.
18 Services 6:00 p.m.
25 Finance 6:00 p.m.

March

3 Board 7:00 p.m.
10 Operations 6:00 p.m.
17 Services 6:00 p.m.
24 Finance 6:00 p.m.
31 Open

September

1 Labor Day
8 Board Meeting 7:00 p.m.
15 Operations 6:00 p.m.
22 Services 6:00 p.m.
29 Finance 6:00 p.m.

April

7 Board 7:00 p.m.
14 Operations 6:00 p.m.
21 Services 6:00 p.m.
28 Finance 6:00 p.m.

October

6 Board 7:00 p.m.
13 Columbus Day
20 Operations/Services 6:00 p.m.
27 Finance 6:00 p.m.

May

5 Board 7:00 p.m.
12 Services/Operations 6:00 p.m.
19 Finance 6:00 p.m.
26 Memorial Day

November

3 Board 7:00 p.m.
10 Operations
17 Services/Special Board 6:00 p.m.
24 Fin/Public Hrg/Spec Bd 6:00 p.m.

June

2 Board 7:00 p.m.
9 Operations 6:00 p.m.
16 Services 6:00 p.m.
23 Finance 6:00 p.m.
30 Open

December

1 Board 7:00 p.m.
8 Operations/Services 6:00 p.m.
15 Finance 6:00 p.m.
22 Open
29 Open

ATTACHMENT B(Unable to transfer to correct electronic format)
St. Lawrence County Board of Legislators 2008 Meetings Schedule
 January – December

DATE	MEETING	SUBMISSION DATE	REVIEW DATE	DATE	MEETING
January 2	Organizational Meeting			July 7	Board Meeting
7	Services/Operations	12/27/07	1/2/08	14	Operations
14	Finance	1/3/08	1/9/08	21	Services
21	Martin Luther King, Jr.			28	Finance
28	<i>NYSAC</i>				
February 4	Board Meeting			August 4	Board Meeting
11	<i>Operations/Services</i>	1/31/08	2/6/08	11	Operations
18	President's Day			18	Services
25	Finance	2/14/08	2/20/08	25	Finance
March 3	Board Meeting			September 1	<i>Labor Day</i>
10	Operations	2/28/08	3/5/08	8	Board Meeting
17	Services	3/6/08	3/12/08	15	Operations
24	Finance	3/13/08	3/19/08	22	Services
31	Open			29	Finance
April 7	Board Meeting			October 6	Board Meeting
14	Operations	4/3/08	4/9/08	13	Columbus Day
21	Services	4/10/08	4/16/08	20	Operations/Services
28	Finance	4/17/08	4/23/08	27	Finance
May 5	Board Meeting			November 3	Board Meeting
12	Services/Operations	5/1/08	5/7/08	10	Operations
19	Finance	5/8/08	5/14/08	17	Services Spec Bd Mtg – 7 pm
26	Memorial Day			24	Finance/Public Hrg Spec Bd Mtg – 7 pm
June 2	Board Meeting			December 1	Board Meeting
9	Operations	5/29/08	6/4/08	8	Operations/Services
16	Services	6/5/08	6/11/08	15	Finance
23	Finance	6/12/08	6/18/08	22	Open
30	Open			29	Open

***Please Note: Any material you submit for a meeting must be in the Board Office by 12:00 noon the date it is due.**

July & August Review Meetings will be held at 8:15 a.m. All others will be at 9:15 a.m.

When meetings are doubled up, reviews will be at 9:15 & 9:45 a.m. (8:15 & 8:45 a.m. in July & August)

2. Mr. Paquin **APPROVAL OF REVISED ST. LAWRENCE COUNTY PURCHASING POLICY** – seconded by Nichols. Cobb, thanked Mike on changes may seem small, but are big. There are many local vendors that feel strongly that this board support them. Carried.

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Operations Committee: 12-10-2007

RESOLUTION NO. 2-2008

APPROVAL OF REVISED ST. LAWRENCE COUNTY PURCHASING POLICY

By Mr. Paquin, Chair, Operations Committee

WHEREAS, the St. Lawrence County Purchasing Policy requires an annual review for possible revisions, and

WHEREAS, this review has been completed by the Purchasing Department, and

WHEREAS, the proposed St. Lawrence County Purchasing Policy dated December 10, 2007 contains several proposed changes that are allowable under New York State General Municipal Law,

NOW, THEREFORE, BE IT RESOLVED that the St. Lawrence County Board of Legislators approves the revised St. Lawrence County Purchasing Policy dated December 10, 2007.

**ST. LAWRENCE COUNTY
PURCHASING
POLICIES AND PROCEDURES**

Revised ~~October 16, 2006~~ **January 2, 2008**

I. Introduction

The mission of the St. Lawrence County Purchasing Department is to reduce the cost of County Government, and to foster public confidence in County Government. This is accomplished through the administration of a purchasing process that fosters competition, impartiality, and openness of the process.

The term Purchasing is perceived by many as another word for "buying." And, while this is true, Public Purchasing is much more. It is a comprehensive program that includes procurement of equipment and supplies, inventory management, disposition of surplus property, and contracting for various services needed in the operation of County Government. The responsibilities necessary to conduct a successful Central Purchasing Program call for initiative, sound decision making, and a proactive approach to finding solutions to problems.

The following Policies and Procedures are based on GML 103 and GML 104-B, and have been approved by the St. Lawrence County Board of Legislators.

II. Purchasing Policy

- A. The Purchasing Agent shall be responsible for developing and administering the purchasing program for St. Lawrence County.
- B. The St. Lawrence County purchasing procedures shall comply with all applicable laws and regulations of the State and County.

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- C. The Purchasing Agent shall procure supplies, equipment and services as needed at the best possible prices, and maintain adequate records to show that this was done.
- D. It is the goal of St. Lawrence County to procure environmentally preferable products when practical. These are products that have a lesser or reduced effect on human health and the environment, when compared to other products or services that serve the same purpose. To facilitate reaching this goal, specifications should be developed when practical for equipment and capital purchases that reflect this goal by utilizing best life-cycle costs (The comprehensive accounting of the total cost of ownership, including initial costs, energy and operational costs, longevity and efficacy of service and disposal cost).
- E. An opportunity shall be provided to all responsible suppliers to do business with the County. To this end the purchasing department shall develop and maintain lists of potential bidders or vendors for the various types of materials, equipment and supplies. Such list shall be used in the development of a mailing list for distribution of specifications, invitations to bid, and obtaining quotes. Any supplier may be included in the list upon request.
- F. When soliciting bids a statement of "General Specifications and Requirements" shall be included with all specifications submitted to suppliers. These general specifications and requirements shall be incorporated in all contracts awarded for the purchase of materials, equipment and supplies.
- G. The purchasing department shall issue purchase orders after first determining that unencumbered balances of budgetary appropriations are adequate to cover such obligations.
- H. No official or employee shall be interested financially in any contract entered into by the County. This also precludes acceptance of gratuities, financial or otherwise, by the above persons, from any suppliers of materials or services to the County.
- I. Real Property or Capital Equipment must be purchased through the Purchasing department.
- J. Bids or Quotations obtained from vendors shall be used for no longer than one year for subsequent purchases.
- K. All requisitions for computer hardware and software must be approved by the Director of Central Services before the items may be purchased.
- L. 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 St. Lawrence County 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.

III. Purchasing Procedures

- A. The material, equipment, supplies and/or services to be purchased shall be of the quality and in the quantity required to serve the function in a satisfactory manner, as determined by the requisitioner and the purchasing agent.
- B. It is the responsibility of the requisitioner to provide an adequate description of items needed so that the purchasing agent may be able to prepare the specifications to procure the desired commodity and/or service. The requisitioner will assist the purchasing agent in the preparation of specifications.
- C. Standard lists of commonly used items shall be jointly developed for all categories or groups of supplies by the purchasing agent and the appropriate requisitioners. These lists shall be used as a basis for

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determining the feasibility of obtaining quotations on quantity purchases or the necessity of advertising for formal bids. They shall also be used as a basis for requisitioning.

- D. It is the responsibility of the purchasing agent to make alternative suggestions to the requisitioner, and if, in the judgment of the purchasing agent, the specifications restrict competition or otherwise preclude the **intent of these Policies and Procedures**, ~~most economical purchase of the required items~~, the Purchasing Agents decision shall be final.
- E. When a low bidder proposes an alternative as "an equal" to that specified, it is the responsibility of the purchasing agent to determine whether the proposed substitution is in fact, an equal.
- F.

IV. Purchase Order Process

- A. Requisitioning Process: Requisitioning is formally requesting that a purchase be made. It is the first step in the Purchase Order Process. The requisition is generated by the using department and must contain the following information.
 - 1. Date of Requisition.
 - 2. Name of Department and account number to be charged with the encumbrance.
 - 3. Quantity required.
 - 4. Description
 - 5. Authorized Signature
 - 6. Estimated Cost (If available)
 - 7. Vendor and price information (If previously bid or quoted)
- B. Processing the Requisition: When the requisition is received in the Purchasing Department it will be verified for accuracy, departmental authorization and sufficiency of the budgetary appropriation. A Purchase Order is then generated utilizing the following procedure.
 - 1. Method of competition (i.e. competitive bidding, quotation, state contract, etc.) is determined utilizing the procedures outlined in these Policies and Procedures.
 - 2. Based upon the method of competition, a vendor is selected for the goods or service and a Purchase Order is generated.
 - 3. The Purchase Order is authorized by the Purchasing Agent.
 - 4. The Purchase Order is sent to the successful vendor, and a copy is sent to the requisitioning department as a confirmation that the order has been placed.
- C. Receipt of Goods or Services: When the supplies or services are received/rendered it is important that the requisitioning department compare packing slips, delivery slips, or work orders to the department copy of the Purchase Order. This insures that the department receives what was ordered. Discrepancies should be brought to the attention of the Purchasing Department in a timely manner.
- D. Authorization for Payment: When the invoices are received at the Purchasing Department and no back-orders are shown, the payment process is initiated.
 - 1. The invoices are attached to the audit copy of the Purchase Order, and sent to the requisitioning department for payment authorization. The department should not authorize payment unless all goods and/or services have been received in a satisfactory manner.
 - 2. The audit copy is then returned to the Purchasing Department, where it is checked for accuracy and forwarded to the Audit Department for payment.
 - 3. Departments should reconcile their Purchase Orders with the transaction register generated by the Data Processing Department to ensure that the correct amount was paid, and that it was charged to the correct account.

Note: Changes in the paperwork flow may be authorized by the Purchasing Agent, if such changes are deemed in the best interest of the County and do not depart from the intent of the policy.

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E. Exceptions to the Purchase Order System: There are a limited number of situations where the processing of a purchase order is unnecessary. The use of a Purchase Order in these circumstances would lead to unnecessary paperwork, and would detract from the effectiveness of the system. A county voucher is acceptable for use under these circumstances.

1. Contracts for professional services. Any encumbrance should be on the basis of written contracts.
2. Employee expenses such as conference expenses, mileage and other reimbursable expenses in performance of day-to-day duties.
3. Reimbursement of petty cash funds.
4. The purchase of authorized books and periodicals.
5. Utility Bills.
6. Service contracts for a fixed monthly or annual amount.
7. Interdepartmental charges.
8. Medical Examinations.
9. Postage meter costs.

F. Standing Orders: A standing purchase order is an order issued to a vendor for purchase of items considered to be of immediate need or for the purpose of consolidating purchasing of items that have been previously bid. The Standing Order system allows County Departments to operate efficiently without having to go through the requisition process for small purchases, or for items, which have been previously bid. Standing Orders are not to be used to bypass the Purchase Order System.

1. Standing Purchase orders are issued in January of each year (or during the year if a new need arises.), and are good through the end of December. Purchases are audited for payment on a monthly basis.
2. Equipment assets may not be purchased via the standing order system.
3. Standing Orders are not to be used for "stocking purposes." All volume purchasing is to be done by the Purchasing Department.
4. The Purchasing Department will review all Standing Order purchases in an effort to determine where quotes should be obtained or where the bidding process can be used in an attempt to lower the cost of goods and services purchased by the County.
5. Departments that believe they have a need for a Standing Purchase Order should send the Purchasing Office a completed requisition form requesting a Standing Order and provide written justification for the need.

V. Procedures for Determining Whether Procurements are Subject to Bidding

A. The procedures for determining whether a procurement of goods and services is subject to competitive bidding and documenting the basis for any determination that competitive bidding is not required by law is as follows.

1. Determine whether it is expected that over the course of the fiscal year, St. Lawrence County will spend in excess of the competitive bidding thresholds for the same or similar items or services (e.g. checking budgetary appropriations; prior year's expenditures).
2. Determine whether an item is available from correctional institutions (Corcraft), Industries for the Blind, Industries for the Disabled, or under State or County Contract.
3. In the case of an emergency, determine whether the following three statutory criteria are met.
 - a) The situation arises out of an accident or other unforeseen occurrence or condition.
 - b) The circumstances affects public buildings, public property or the life, health, safety or property of the residents of St. Lawrence County.
 - c) The situation requires immediate action which cannot await competitive bidding.
Because the emergency must arrive out of an accident or unforeseen occurrence, the emergency exception may not be used in a situation, which is the result of inaction or dilatory behavior on the part of the using department.

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4. In the case of a sole source, a determination must be made that the item is required in the public interest, has no reasonable equivalent, and is in fact available from one source.
5. In the case of a combination of professional services and a purchase, a determination must be made as to whether the professional service is the predominate part of the transaction and is inextricably integrated with the purchase.
6. Situations involving legal issues regarding the applicability of competitive bidding requirements must be presented to the County Attorney for review.

B. The following chart identifies categories of goods and service procurement, and whether these categories are subject to competitive bidding requirements or the requirements of General Municipal Law 104-b. Also, the location where further information can be found in subsection 8.0060 of the State Comptroller's Financial Management Guide for Local Governments is included.

Type or Procurement	Bidding	104-b	Subsection
Purchase Contract – Above \$10,000	X		8.0060, p. 1
Purchase Contract – Below \$10,000		X	8.0060, p. 1
Contract for Public Work – above 20,000	X		8.0060, p. 1
Contract for Public Work - Below 20,000		X	8.0060, p. 1
Industries for the Blind or Disabled (State Finance Law, Section 175-b)		X	8.0060, p.13
Correctional Institutions (Correctional Law, Sections 184, 186)		X	8.006, p. 12
State contract (GML, Section 104)		X	8.0060, p. 7
County Contract (GML, Section 103)		X	8.0060, p. 8
Emergencies (GML, Section 103)		X	8.0060, p. 9
Sole Source (for example, patented or monopoly item)		X	8.0060, p. 9
Professional Services		X	8.0060, p. 12
True Leases		X	8.0060, p. 11
Insurance		X	8.0060, p. 17
Second-Hand Equipment From Another Government (GML, Section 103)		X	8.0060, p. 10

VI. Procurements Subject to Competitive Bidding

- A. The term "Purchase Contract" applies to the acquisition of commodities, while the term "Contract for Public Work" encompasses contracts for services, labor, or construction. If the aggregate amount to be expended in a fiscal year exceeds \$10,000 for a purchase contract, or \$20,000 for a contract for public work the contract must be competitively bid.
- B. All competitive bids solicited by St. Lawrence County must be done in Accordance with GML 103. The distinguishing characteristics of a competitive bid are as follows:
 1. Monetary Threshold: \$10,000 for a purchase contract, and \$20,000 for a contract for public work.
 2. Non-Collusion Statement: The vendor affirms that prices have been arrived at independently without collusion or knowingly being disclosed prior to bid opening. Additionally, the vendor affirms that no attempt has been made to induce any other vendor to submit, or not to submit a bid for the purpose of restricting competition.

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3. Advertising: Legal Notices are placed in the Official Newspapers advertising the bid. At least five (5) business days must elapse between the first publication of the notice, and the bid opening.
4. Bid Opening: After the bids have been received, they must be opened publicly at the specified time and place, and their contents made public.
5. Bid Award: The bid must be awarded to the lowest dollar bidder who has complied with the specifications and is a responsible bidder.

**VII. Methods of Competition to be used for
Non-Bid Procurements**

For Non-Bid Procurements alternative proposals or quotations for goods and services are to be secured by the use of written requests for proposals, written quotations, verbal quotations, or discretionary buying. The following chart illustrates the type of procurement and the method to be used.

~~When a request for quotation results in two or more vendors submitting quotations identical as to price, lots will be drawn to determine the contract award.~~

	Verbal Quotes		Written Quotes	Reference Notes
	0	3	3	
Purchase Contracts Below 10,000				
Under \$500	X			(A)
500 - 2,499		X		(B)
2,500 - 9,999			X	(C)
Contracts for Public Work Below 20,000				
Under 5,000		X		(B)
5,000 – 19,999			X	(C)
Emergencies				(D)
Insurance				(E)
Professional Services				(F)
True Leases				(G)
Second-Hand Equipment from Other Govt's				(H)
Sole Source				(I)

- A. Purchases Under \$500: When the annual expenditure for an item is under \$500, the purchase may be made at the discretion of the Purchasing Agent without obtaining quotations. Solicitation of competition would not be cost effective for these small procurements.
- B. Verbal Quotations: The written record should contain at a minimum; date, item or service desired, price quoted, name of vendor, and name of vendor's representative. The original requisition form is suitable for recording verbal quotations.
- C. Written Quotations: Vendors should provide at a minimum: date, description of item or details of service to be provided, price quoted, and name of contact.
- D. Emergencies: Even in the case of an emergency, public interest dictates that purchases are made at the lowest possible costs, seeking competition by informal solicitation of quotes or otherwise, to the extent practicable under the circumstances. Documentation must be made showing the method and extent of competition.
- E. Insurance: Insurance coverage is not subject to formal competitive bidding. Requests For Proposals, written or verbal quotations can serve as documentation of the process.
- F. Professional Services: Professional Services involve specialized expertise, use of professional judgment, and/or a high degree of creativity. They are not purchase contracts or contracts for public work, as those phrases are used in the bidding statutes, and therefore are not subject to the competitive bidding procedures. The individual or company

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may be chosen based on qualifications to include, but not limited to, reliability, skill, education and training, experience, demonstrated effectiveness, judgement and integrity. These qualifications are not necessarily found in the individual or company that offers the lowest price.

Professional or technical services shall include but not be limited to the following:

1. Accounting (CPA)
2. Architectural / Design Services
3. Customized Software Programming Services
4. Consultants
5. Engineering
6. Instructors/Teachers/Training
7. Insurance Coverage and/or Insurance Broker
8. Investment Management Services
9. Laboratory Testing
10. Legal
11. Medical/Dental Services

Procedure - Contracts for professional services are made in the best interest of the County, utilizing Requests for Quotations (RFQ), Requests for Proposals (RFP) or other competitive process. The Process may consider inclusive factors such as price, staffing and suitability for needs, reliability, skill, education and training, experience, demonstrated effectiveness, judgment and integrity, and must include negotiations on a fair and equal basis. The process at minimum should include:

1. A solicitation of a sufficient number of qualified firms. While this number will vary depending upon the situation, a minimum of three firms should be contacted.
2. The needs of the County, and the desired format of the vendor's response must be shown as clearly and as specifically as possible. If the solicitation is too general, the award process will be hampered.
3. The method of award (i.e. quality vs. price) must be included in the solicitation. To allow for the awarding of the contract in a fair and equitable manner, the method of award must be stated as clearly as possible.
4. The competitive process used must be approved by the Purchasing Agent. If a formal RFP is not solicited by the Purchasing Office, documentation of the process should be filed with the contract documents and be available for review.

Exceptions to the RFP and the competitive process are as follows. These procurements are subject to the approval of the Purchasing Agent. Departments are required to obtain approval before the process is initiated:

1. *Emergency Provisions:* Emergency purchases pursuant to Section 103(4) of the General Municipal Law. Due to the nature of this exception, these goods or services must be purchased immediately and a delay in order to seek alternate proposals may threaten the life, health, safety, property or welfare of the residents. This section does not preclude alternate proposals if time permits.
2. *Sole Source Purchase:* When it is clearly determined that there is only one vendor capable of providing a particular material or service as provided for in Sec. 103 of the General Municipal Law.
3. *Funding Source Requirements:* In some cases a state or federal funding source requires a specific competitive process be utilized for the professional service elements of a project (i.e. federal pass-through highway projects). Utilizing the required process is acceptable as long as it is consistent with Sec. 103 of the General Municipal Law.
4. *Other:* The authorized dollar limits and the requirements of quotations are waived for the following exceptions, established upon a determination of operational efficiencies and economies:
 - a. Vehicle and Building Maintenance Repairs including cost of repair parts (up to \$5,000). This section applies to both repairs done by outside vendors, and done by County staff. This section does not apply to parts that are purchased for "stocking purchases" (i.e. oil filters, electrical

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outlets, etc).

- b. Maintenance and Service Contracts (up to \$5,000)
- c. Other Professional Service Contracts (up to \$5,000)
- d. Human Service contracts which provide Direct Professional Services to clients. These services shall include, but not be limited to the following:
 - i. 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.
 - ii. 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.
 - iii. Set Rate Contracts - those contracts that the payment rate is set by local, state or federal agencies.
 - iv. Human service contracts in which client-choice is required by state or federal guidelines.

G. True Leases: True Leases are not subject to formal competitive bidding. Written quotations and/or a cost-benefit analysis of leasing versus purchasing can serve as documentation of the process. Leases with a purchase option at the end of the lease term are considered an installment purchase and are not a true lease.

H. Surplus Equipment: There is a statutory exception to competitive bidding requirements which permits the purchase of surplus and second-hand supplies, materials or equipment without competitive bidding from the

Federal or State government or from any other political subdivision or public benefit corporation within the State. Documentation should include market price comparisons and name of government.

I. Sole Source: Documentation must be made regarding the unique benefits of the patented item as compared to other items available in the marketplace; that no other item provides substantially equivalent or similar benefits; and that, considering the benefits received, the cost of the item is reasonable, when compared to conventional methods.

VIII. Awards to Other Than Lowest Responsible Dollar Offerer

- A. All bids must be awarded to the lowest responsible bidder who meets the bid specifications. Whenever any contract is awarded to other than the lowest responsible dollar offerer the reasons such an award is in accordance with GML Section 104-b shall be documented as follows.
 - 1. Written documentation showing how the product of service deviates from the bid specifications, and the intent of the bid specifications.
 - 2. Written documentation showing reasons the vendor should be declared non-responsible. Documentation must be specific, and show a history of similar problems. Vendor must be given a chance to respond to these concerns before being declared non-responsible.

IX. Updating of Policies and Procedures

- A. The St. Lawrence County Board of Legislators shall annually review the procurement policies and procedures. The Purchasing Agent shall be responsible for conduction an annual review of the procurement policy and for an evaluation of the internal control structure established to ensure compliance with the procurement policy. This is to be done in accordance with GML 104-b. **The procurement policy should also be reviewed in terms of aligning the fiscal, environmental, social, and community goals of the St. Lawrence County Board of Legislators with the procurement policy.**

X. Unintentional Failure to Comply

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- A. The unintentional failure to comply with the provisions of GML 104-b or the St. Lawrence County procurement policies and procedures shall not be grounds to void action taken or give rise to a cause of action against St. Lawrence County or any officer or employee thereof.

XI. DISPOSITION OF SURPLUS EQUIPMENT AND SUPPLIES

- A. The following procedures are to be utilized to ensure that surplus equipment and supplies are sold in an equitable manner and at as fair a market price as attainable. These procedures do not apply to the sale of County owned real property and land.
- B. Bid Security: As a guarantee of good faith, each offer must be accompanied by a Personal Check or Money Order in the amount indicated, made payable to the St. Lawrence County Treasurer. The amount of the bid security will be determined by the Purchasing Agent, but will be a minimum of 10% of the bid price. Refunds will be made to the unsuccessful bidders within ten (10) working days after acceptance of the successful bid.
- C. Liquidated Damages: Failure by the successful bidder to accept the award, make payment within the specified time, or to remove the property within the specified time will result in forfeiture of their bid security.
- D. Sales will be advertised a minimum of one time in each of the two County's official newspapers prior to the sale. Advertising will be the responsibility of the Purchasing Office. The cost of advertising will be borne by the Department receiving the revenue from the sale.
- E. The equipment and supplies will be available for inspection for one week prior to the sale. The inspection schedule will be set by the Buildings and Grounds Office and will be included in all advertising.
- F. Revenue generated by the sale of equipment and supplies generally will be added to the County sale of equipment revenue account. If a Department is offering for sale a single category of equipment or supplies with a potential value in excess of five hundred dollars, and has budgeted for the revenue in one of their revenue accounts, the revenue shall be added to that revenue account. Examples of this could be sale of automobiles, and sale of tax maps and rolls.
- G. In some instances, it is not allowable to deposit revenue from the sale of surplus equipment in the Central Stockroom revenue account. For example, New York State Highway Law does not allow commingling Highway funds with the General fund. Therefore, revenue from the sale of equipment purchased with Highway funds cannot be deposited in the General fund. In cases such as this, the revenues will be deposited in the appropriate department revenue fund, and the department will be responsible for the advertising expenses.
- H. Method of Sale: To allow preference to municipalities in St. Lawrence County a two-step bid system will be used.
 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.

In both steps sealed offers will be received by the Purchasing Office until the deadline of the date of sale indicated and will then be publicly opened. 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.

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I. Exceptions to the use of sealed bids:

1. Auctions: While the County wishes to dispose of surplus equipment and supplies through the use of sealed bids, it is recognized that there are cases where an auction would best serve the interests of the County. If a Department believes that this is the case in their situation, the County Administrator may authorize the merchandise to be sold by auction. Advertising and revenue must be handled in the same manner as sealed bids.
2. 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 manners:

- (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 surplus equipment will be provided by the Purchasing Office in the letter.

3. Mr. Paquin **APPROVING THE CONTRACT WITH NEW YORK STATE**
 P. 22 **DIVISION OF CRIMINAL JUSTICE SERVICES FOR THE**
 DOMESTIC ABUSE RESPONSE TEAM PROGRAM – seconded

by brothers, and forsythe. Carried.

Operations Committee: 12-10-2007

RESOLUTION NO. 3-2008

APPROVING THE CONTRACT WITH NEW YORK STATE DIVISION OF CRIMINAL JUSTICE SERVICES FOR THE DOMESTIC ABUSE RESPONSE TEAM PROGRAM

By Mr. Paquin, Chair, Operations Committee

WHEREAS, St. Lawrence County has been awarded \$35,200 from the Federal Violence Against Women Grant for the contract year of December 1, 2007- November 30, 2008, and

WHEREAS, including additional projected Probation State Aid reimbursement of \$6,967, the County share of continuing this program for 2007-2008 will be \$45,691, and

WHEREAS, the proposal from St. Lawrence County was jointly prepared by the St. Lawrence County Probation Department, District Attorney's Office and Renewal House, and

WHEREAS, the program will continue to be funded at this level through November 30, 2008,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators hereby authorizes the Chair to sign the appropriate contracts, upon approval of the County Attorney.

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4. Mr. Paquin **RESOLUTION TO SUPPORT THE CONSTRUCTION OF A
Mr. Burns** **4-LANE HIGHWAY IN ST. LAWRENCE COUNTY AND
Mr. Morrill** **URGE THE ASSISTANCE OF ELECTED STATE AND
P. 23 FEDERAL OFFICIALS TO MAKE IT A REALITY – Paquin,**

seconded by morrill, burns and peck. Burns, this is important to slc. His experience in ec dev field, an interstate highway running through is much easier to attract industry, we need this piece of the puzzle in slc. Morrill, we need a four-lane highway from 81 to 87. that is what we need and this resolution addresses that. Carried.

Operations Committee: 12-10-2007

RESOLUTION NO. 4-2008

**RESOLUTION TO SUPPORT THE CONSTRUCTION OF A 4-LANE HIGHWAY
IN ST. LAWRENCE COUNTY AND URGE THE ASSISTANCE OF ELECTED STATE
AND FEDERAL OFFICIALS TO MAKE IT A REALITY**

By Mr. Paquin, Chair, Operations Committee
Co-Sponsored by Mr. Burns, District 1 and Mr. Morrill, District 6

WHEREAS, the economic impact of North Country transportation improvements is a key component of the North Country Transportation Study, and

WHEREAS, the economic development impact analysis has measured the value to the regional economy of efficiency gains through user benefits such as reductions in travel time, reductions in operating costs, and reductions in accidents due to improved safety, and

WHEREAS, the gains through increased social and economic development opportunities due to improved transportation access will reduce unemployment rates, reduce government transfer payments (welfare, unemployment insurance, etc.) and increase employment in the region, and

WHEREAS, the transportation improvements can enhance access to labor, customer, tourism and supplier markets, as well as to intermodal transportation facilities, making the overall region more attractive to transportation-dependent industries, and

WHEREAS, the construction of a 4-lane highway within the boundaries of St. Lawrence County will begin to address the transportation improvements needed to foster such economic growth, and

WHEREAS, our elected New York State and Congressional representatives can be assured that the St. Lawrence County Legislature adamantly supports such 4-lane highway construction,

NOW, THEREFORE, BE IT RESOLVED that the St. Lawrence County Board of Legislators urge New York State Commissioner of Transportation, Ms. Astrid C. Glynn, to cooperate with local transportation task force groups to push the construction of a 4-lane

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highway within St. Lawrence County, and

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to Commissioner Glynn, New York State Department of Transportation; Governor Spitzer; all members of the State Assembly Transportation Committee; the New York State Senate Transportation Committee; Assemblyman Aubertine and Assemblywoman Scozzafava; New York State Senators Wright and Griffo; U. S. Senators Clinton and Schumer; Congressman McHugh; Franklin, Clinton, and Jefferson Counties; The Development Authority of the North Country; and Representative Ernest LaBaff of the St. Lawrence County North Country Transportation Advisory Committee and The Economic Development Corridor Working Group.

**RC 5. Mr. Paquin ROLLOVER OF 911 REIMBURSEMENT GRANT AT YEAR
P. 24 END AND MODIFYING THE 2008 EMERGENCY SERVICES
BUDGET - sb Brothers, carried.**

Operations Committee: 12-10-2007

RESOLUTION NO. 5-2008

**ROLLOVER OF 911 REIMBURSEMENT GRANT AT YEAR END
AND MODIFYING THE 2008 EMERGENCY SERVICES BUDGET**

By Mr. Paquin, Chair, Operations Committee

WHEREAS, at the December 3rd Regular Board meeting under Resolutions No. 371-2007 and 372-2007, the St. Lawrence County Board of Legislators accepted two grants from New York State in the amounts of \$65,539 and \$63,897, to offset certain eligible costs associated with the operation of our 911 center, and

WHEREAS, the grant periods extend from 4-1-2006 through 3-31-2010 and will not be expended by year end (2007),

NOW, THEREFORE, BE IT RESOLVED that the Treasurer's Department is hereby authorized to rollover remaining appropriations to the 2008 Emergency Services budget as follows:

INCREASE REVENUE:

01-XP-3389-560-00-0-911 PSCS Enhanced Wireless 911 Program \$129,436

INCREASE APPROPRIATIONS:

01-XP-3640-430-07-0 PSCS Other Fees & Services \$129,436

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RC 6. Mr. Cobb **2007 COMMUNITY SERVICES BUDGET MODIFICATION -**
P. 25 **GAMBLING PREVENTION GRANT** – seconded by morrill,
carried.

Services Committee: 12-10-2007

RESOLUTION NO. 6-2008

**2007 COMMUNITY SERVICES BUDGET MODIFICATION
– GAMBLING PREVENTION GRANT**

By Ms. Cobb, Chair, Services Committee

WHEREAS, Seaway Valley Prevention Council has been awarded a grant by the Office of Alcoholism and Substance Abuse services (OASAS) to provide gambling prevention services to residents of St. Lawrence County, and

WHEREAS, they will be receiving a portion of the funding in 2007 to begin support start up costs for this grant,

NOW, THEREFORE, BE IT RESOLVED that the 2007 Budget be modified as follows:

INCREASE REVENUE:

01-A2-4488-570-00-4	A FA SeaCap Alcohol Addiction	\$13,900
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INCREASE APPROPRIATIONS:

01-A2-4250-465-00-4	A SeaCap Other Advances	\$13,900
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BE IT FURTHER RESOLVED that the Board of Legislators authorizes the Chair to sign an amended contract to reflect this increased revenue, upon approval of the County Attorney.

RC 7. Mr. Cobb **2008 COMMUNITY SERVICES BUDGET MODIFICATION -**
P. 26 **GAMBLING PREVENTION GRANT** – seconded by morrill,
burns and brothers, and carried.

Services Committee: 12-10-2007

RESOLUTION NO. 7-2008

**2008 COMMUNITY SERVICES BUDGET MODIFICATION
– GAMBLING PREVENTION GRANT**

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By Ms. Cobb, Chair, Services Committee

WHEREAS, Seaway Valley Prevention Council has been awarded a grant by the Office of Alcoholism and Substance Abuse services (OASAS) to provide gambling prevention services to residents of St. Lawrence County, and

WHEREAS, since notice of this grant was not received until early November and has, therefore, not been included in the 2008 Budget,

NOW, THEREFORE, BE IT RESOLVED that the 2008 Budget be modified as follows:

INCREASE REVENUE:

01-A2-4488-570-00-4	A FA SeaCap Alcohol Addiction	\$60,000
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INCREASE APPROPRIATIONS:

01-A2-4250-465-00-4	A SeaCap Other Advances	\$60,000
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BE IT FURTHER RESOLVED that the Board of Legislators authorizes the Chair to sign an amended contract to reflect this increased revenue, upon approval of the County Attorney.

8. Mr. Cobb **PERMISSION TO SIGN RENTAL AGREEMENTS FOR**

P. 27 KITCHEN USAGE BY THE ELDERLY NUTRITION

PROGRAM – seconded by Paquin and Morrill. Burns, a few months

ago there was a problem regarding staffing in this program, has that been resolved. St. Hilaire, the staffing issues continue, we have temp staff there are those still out on sick leave but we will know shortly what will happen there, the program is running fine and we will keep in eye on this.

McNeil, third whereas should also state 2008. carried.

Services Committee: 12-10-2007

RESOLUTION NO. 8-2008

**PERMISSION TO SIGN RENTAL AGREEMENTS FOR KITCHEN
USAGE BY THE ELDERLY NUTRITION PROGRAM**

By Ms. Cobb, Chair, Services Committee

WHEREAS, the St. Lawrence County Office for the Aging negotiates annual rental agreements with the LBSH Housing Corporation, DeKalb Housing Development Fund Company, Inc., Edwards Housing Authority, Town of Fine, and Village of Morristown for utilization of their facilities as kitchens/nutrition sites, and

January 2, 2008

WHEREAS, meals for the Elderly Nutrition Program are prepared and served at these facilities, and

WHEREAS, the total rental agreement amount is \$22,440 (account number 01-ON-6772-407-00-0) for 2008,

NOW, THEREFORE, BE IT RESOLVED that the St. Lawrence County Board of Legislators authorizes the Chair to sign 2008 rental agreements for kitchen usage by the Office for the Aging Elderly Nutrition Program, upon the approval of the County Attorney.

9. Mr. Cobb **AUTHORIZING THE CHAIR TO SIGN A RENEWAL AGREEMENT WITH STEP BY STEP, INC. FOR THE PROVISION OF CARE MANAGEMENT FOR THE MEDICAID DISEASE AND CARE MANAGEMENT DEMONSTRATION PROGRAM** – sb house, carried.
 P. 28

Services Committee: 12-10-2007

RESOLUTION NO. 9-2008

AUTHORIZING THE CHAIR TO SIGN A RENEWAL AGREEMENT WITH STEP BY STEP, INC. FOR THE PROVISION OF CARE MANAGEMENT FOR THE MEDICAID DISEASE AND CARE MANAGEMENT DEMONSTRATION PROGRAM

By Ms. Cobb, Chair, Services Committee

WHEREAS, the St. Lawrence County Office for the Aging is currently managing one of six NYS Medicaid Disease and Care Management Demonstration Program initiatives, and

WHEREAS, the St. Lawrence County Office for the Aging is one of two demonstration programs that are being extended for a one year period ending February 28, 2009, and

WHEREAS, St. Lawrence County's demonstration program has been named St. Lawrence County Cares, and

WHEREAS, the goal of St. Lawrence County Cares is to address the reduction in use of hospitalization and emergency room visits for former psychiatric patients living independently and in adult homes throughout St. Lawrence County, and

WHEREAS, by curbing these health costs, Medicaid costs will be reduced, and

WHEREAS, Step by Step, Inc. will be providing care management services to the target population to assist them with medication management and connection to needed support services,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign the renewal agreement with Step by Step, Inc. upon review and approval by the County Attorney.

January 2, 2008

10. Ms. Cobb **AUTHORIZING THE CHAIR TO SIGN A RENEWAL**
 P. 29 **AGREEMENT WITH THE CENTER FOR EXCELLENCE IN**
AGING SERVICES AT THE NY STATE UNIVERSITY OF ALBANY FOR THE
PROVISION OF DATA COLLECTION, ANALYSIS, REPORTING AND QUALITY
ASSURANCE FOR THE MEDICAID DISEASE AND CARE MANAGEMENT
DEMONSTRATION PROGRAM - seconded by brothers and Paquin, burns – have we received a report from univ of Albany? St. Hilaire will look into that and let Burns know. Burns asks what was there a report given. St. Hilaire will have report sent out. Carried.

Services Committee: 12-10-2007

RESOLUTION NO. 10-2008

AUTHORIZING THE CHAIR TO SIGN A RENEWAL AGREEMENT WITH THE CENTER FOR EXCELLENCE IN AGING SERVICES AT THE NY STATE UNIVERSITY OF ALBANY FOR THE PROVISION OF DATA COLLECTION, ANALYSIS, REPORTING AND QUALITY ASSURANCE FOR THE MEDICAID DISEASE AND CARE MANAGEMENT DEMONSTRATION PROGRAM

By Ms. Cobb, Chair, Services Committee

WHEREAS, the St. Lawrence County Office for the Aging is currently managing one of six NYS Medicaid Disease and Care Management Demonstration Program initiatives, and

WHEREAS, the St. Lawrence County Office for the Aging is one of two demonstration programs that are being extended for a one year period ending February 28, 2009, and

WHEREAS, St. Lawrence County's demonstration program has been named *St. Lawrence County Cares*, and

WHEREAS, the goal of St. Lawrence County Cares is to address the reduction in use of hospitalization and emergency room visits for former psychiatric patients living independently and in adult homes throughout St Lawrence County, and

WHEREAS, by curbing these health costs, Medicaid costs will be reduced, and

WHEREAS, the Center for Excellence in Aging Services at the NY State University of Albany will be providing data collection, analysis, reporting and quality assurance services to assist the Office for the Aging with the requirements for St. Lawrence County Cares,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign the renewal agreement with the Center for Excellence in Aging Services at the NY State University of Albany, upon review and approval by the County Attorney.

11. Ms. Cobb **AUTHORIZING THE CHAIR TO SIGN RENEWAL**
 P. 30 **CONTRACTS WITH THE NEW YORK STATE**
DEPARTMENT OF HEALTH OFFICE OF HEALTH
INSURANCE PROGRAMS FOR THE MEDICAID DISEASE

January 2, 2008

AND CARE MANAGEMENT DEMONSTRATION PROGRAM
– seconded by brothers and Nichols. Carried.

Services Committee: 12-10-2007

RESOLUTION NO. 11-2008

AUTHORIZING THE CHAIR TO SIGN RENEWAL CONTRACTS WITH THE NEW YORK STATE DEPARTMENT OF HEALTH OFFICE OF HEALTH INSURANCE PROGRAMS FOR THE MEDICAID DISEASE AND CARE MANAGEMENT DEMONSTRATION PROGRAM

By Ms. Cobb, Chair, Services Committee

WHEREAS, the St. Lawrence County Office for the Aging is currently managing one of six NYS Medicaid Disease and Care Management Demonstration Program initiatives, and

WHEREAS, the St. Lawrence County Office for the Aging is one of two demonstration programs that are being extended for a one year period ending February 28, 2009, and

WHEREAS, St. Lawrence County's demonstration program has been named St. Lawrence County Cares, and

WHEREAS, the goal of St. Lawrence County Cares is to address the reduction in use of hospitalization and emergency room visits for former psychiatric patients living independently and in adult homes throughout St. Lawrence County, and

WHEREAS, by curbing these health costs, Medicaid costs will be reduced,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign the renewal contract documents and required attachments with the New York State Department of Health Office of Health Insurance Programs for the Medicaid Disease and Care Management Demonstration Program, upon review and approval by the County Attorney.

RC 12. Ms. Cobb **MODIFYING THE 2007 PUBLIC HEALTH DEPARTMENT'S
P. 31 **BUDGET TO MAKE ADJUSTMENTS FOR YEAR END**
TRANSACTIONS - sb Burns and Morrill and carried.**

Services Committee: 12-10-2007

RESOLUTION NO. 12-2008

MODIFYING THE 2007 PUBLIC HEALTH DEPARTMENT'S BUDGET TO MAKE ADJUSTMENTS FOR YEAR END TRANSACTIONS

Ms. Cobb, Chair, Services Committee

WHEREAS, transfers between accounts are necessary to cover certain expenses, and

January 2, 2008

WHEREAS, the Coroner's Program was originally budgeted for 52 autopsies and we now have 59 plus we expect an additional 6,

NOW, THEREFORE, BE IT RESOLVED, that the Board of Legislators authorize the Treasurer to make the following transfers in the 2007 Public Health Department Budget:

DECREASE APPROPRIATIONS:

01-PE-4059-430-DS-0	P ECP Direct Service Fee	\$21,000
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INCREASE APPROPRIATIONS:

01-PC-1185-407-MF-0	P COR Morgue Fee	\$ 2,000
01-PC-1185-430-16-0	P COR Autopsies	11,000
01-PC-1185-451-00-0	PCOR Medical Supplies & Expenses	5,000
01-PC-1185-465-00-0	P COR Other Payments	<u>3,000</u>
		\$21,000

RC 13. Ms. Cobb **MODIFYING THE 2007 PUBLIC HEALTH DEPARTMENT'S
P. 32 **CHHA BUDGET TO MAKE ADJUSTMENTS FOR YEAR END**
TRANSACTIONS – seconded by burns, carried.**

Services Committee: 12-10-2007

RESOLUTION NO. 13-2008

**MODIFYING THE 2007 PUBLIC HEALTH DEPARTMENT'S CHHA BUDGET
TO MAKE ADJUSTMENTS FOR YEAR END TRANSACTIONS**

Ms. Cobb, Chair, Services Committee

WHEREAS, there are additional revenues for St. Lawrence County Public Health CHHA programs due to increases in physical therapy visits by estimated 533 by year end, an increase in occupational therapy visits by estimated 304 by year end, an increase in skilled nursing visits by 541 by year end over the 2006 amounts as well as increases in Medicaid rates from 2006 and 2007, and

WHEREAS, there are necessary appropriation increases to accommodate the increase in revenues for our CHHA Program,

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the Board of Legislators authorizes the Treasurer to make the following budget modifications:

INCREASE REVENUE:

01-PH-1610-550-LT-0	P LR LTHCP Fees	\$20,558
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January 2, 2008

01-PH-1610-550-MA-0	P LR Medicaid Payments	52,186
01-PH-1610-550-PI-0	P LR Private Insurance	<u>6,326</u>
		\$79,070

INCREASE APPROPRIATIONS:

01-PH-4189-420-00-0	P HHS Office Supplies & Expense	\$3,500
01-PH-4189-422-02-0	PHHS I/D Equipment Repair & Maintenance	1,500
01-PH-4189-423-04-0	P HHS Long Distance	750
01-PH-4189-424-02-0	P HHS L/D Postage Expenses	1,000
01-PH-4189-430-0T-0	P HHS Occupational Therapy Fees	25,240
01-PH-4189-430-PT-0	P HHS Physical Therapy Fees	36,980
01-PH-4189-430-07-0	P HHS Other Fees & Services	2,500
01-PH-4189-430-05-0	P HHS Advertising Fees & Expenses	600
01-PH-4189-443-LT-0	P HHS LTC Mileage	2,500
01-PH-4189-443-SN-0	P HHS Skilled Nurses Mileage	<u>4,500</u>
		\$79,070

14. Ms. Cobb **CREATE AND FILL POSITION IN THE ST. LAWRENCE COUNTY PUBLIC HEALTH DEPARTMENT – morrill.** Burns, P. 33 we had discussed a staffing problem with the nurses. what is our status of our nurses in the jail. St. Hilaire, the ph dept has the nurses working with the jail staff, we will bring in a pool of part timers. Everyone feels that this will work. Carried.

RESOLUTION NO. 14-2008

CREATE AND FILL POSITION IN THE ST. LAWRENCE COUNTY PUBLIC HEALTH DEPARTMENT

By Ms. Cobb, Chair, Service Committee

WHEREAS, it is in the best interest of the Public Health Department to be able to provide nursing coverage at the St. Lawrence County Correctional Facility on weekends and holidays, and

WHEREAS, the creation of two additional temporary part-time nurse positions (01-PP-4010-190-00-0) expanding the pool of Nurses would serve this need, and

WHEREAS, this would not be an additional cost to the County as these positions would be for casual employees paid on an hourly-as-needed basis,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators approves the creation of two temporary part-time Nurse positions for the Public Health Department.

RC 15. Ms. Cobb **AUTHORIZING THE CHAIR TO ACCEPT THE FUNDS FOR THE COMMUNITY SOLUTIONS FOR TRANSPORTATION**
P. 34

January 2, 2008

PROGRAM AND MODIFY THE 2008 SOCIAL SERVICES BUDGET - sb Morrill and Brothers, and carried.

Services Committee: 12-10-2007

RESOLUTION NO. 15-2008

AUTHORIZING THE CHAIR TO ACCEPT THE FUNDS FOR THE COMMUNITY SOLUTIONS FOR TRANSPORTATION PROGRAM AND MODIFY THE 2008 SOCIAL SERVICES BUDGET

By Ms. Cobb, Chair, Services Committee

WHEREAS, the St. Lawrence County Department of Social Services applied for and was awarded \$70,000 to run a Community Solutions for Transportation Program, and

WHEREAS, the St. Lawrence County Department of Social Services will reimburse low income families, eligible under the TANF 200% of poverty guidelines, for transportation costs to and from employment, and

WHEREAS, the approved program will limit reimbursement to 15 cents per mile, up to a maximum of 100 miles per day and with a cap of \$300 per month, and

WHEREAS, the Department of Social Services will directly run the program through June 30, 2008 or until these funds are exhausted, whichever comes first,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to accept these funds and the Treasurer is hereby authorized to modify the 2008 Social Services Budget as follows:

INCREASE APPROPRIATIONS:

01-DA-6010-424-02-G-CSTG	D CSTG I/D Postage	\$ 3,000
01-DA-6010-445-CR-G-CSTG	D CSTG Client Reimbursement	<u>67,000</u>
		\$70,000

INCREASE REVENUE:

01-DA-3610-560-00-G-CSTG	D SA CSTG Comm Sol Trans	\$70,000
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16. Ms. Cobb
P. 35

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH CHILDREN'S HOME OF JEFFERSON COUNTY FOR THE WINGS PROGRAM – seconded by brothers. Carried.

Services Committee: 12-10-2007

January 2, 2008

RESOLUTION NO. 16-2008

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH CHILDREN'S HOME OF JEFFERSON COUNTY FOR THE WINGS PROGRAM

By Ms. Cobb, Chair, Services Committee

WHEREAS, St. Lawrence County Board of Legislators desires to continue programs to prevent delinquency and promote education for its children, and

WHEREAS, the Board of Legislators has allocated money to St. Lawrence County schools to aid them in participating in the Student Transition and Recovery Program (S.T.A.R.), WINGS or Family/School Partnership programs, and

WHEREAS, the Department of Social Services has two (2) school districts, Massena Central School and Potsdam Central School, interested in participating in the WINGS program for the time period 1/1/08 – 12/31/08, and

WHEREAS, the total cost of the 2008 WINGS program is not to exceed \$178,398, of which \$10,829 is the cost to St. Lawrence County, \$20,391 is the cost to Potsdam Central School, \$31,220 is the cost to Massena Central School and \$115,958 will be paid from 65% State Preventive money,

NOW, THEREFORE, BE IT RESOLVED that the Chair is hereby authorized to sign a contract with Children's Home of Jefferson County (account number 01-DS-6070-465-00-G) for the WINGS program, upon approval of the County Attorney.

January 2, 2008

17. Ms. Cobb **RESOLUTION URGING ELECTED OFFICIALS TO**
Mr. Burns **INVESTIGATE THE PRICING STRUCTURE AND REASONS**
Ms. Brothers **FOR THE RECORD LEVEL OF INCREASE IN GASOLINE,**
 P. 36 **FUEL OIL, AND NATURAL GAS COSTS** – burns, seconded by
peck, morrill and brothers. Burns, this is the type of year, extremely cold, people have expressed
their difficulty in paying for gas. This needs to be addressed at the federal level. We need to
start the process of looking into this. home heating costs and the number of people that have to
shift moneys from rx or health care to fuel. Carried.

Services Committee: 12-10-2007

RESOLUTION NO. 17-2008

**RESOLUTION URGING ELECTED OFFICIALS TO INVESTIGATE THE
PRICING STRUCTURE AND REASONS FOR THE RECORD LEVEL OF
INCREASE IN GASOLINE, FUEL OIL, AND NATURAL GAS COSTS**

By Ms. Cobb, Chair, Services Committee
Co-Sponsored by Mr. Burns, District 1 and Ms. Brothers, District 12

WHEREAS, almost all Americans will pay more to heat their homes this winter, and

WHEREAS, surging crude oil prices is one reason for the increase in fuel oil costs due
to American refineries experiencing an unusual number of unexpected maintenance outages this
past summer, and

WHEREAS, the supplies coming on line this year include the Anadarko Petroleum
Corp.'s Independence Hub platform in the Gulf of Mexico and a portion of the huge Rockies
Express natural gas pipeline project, and these are expected to boost natural gas supplies by 2
billion to 2.5 billion cubic feet, and

WHEREAS, the Federal Energy Department estimates residential heating oil costs are
likely to jump twenty-two percent (22 %) and natural gas bills, on average, will rise
approximately ten percent (10%) between October 2007 and March 2008, and

WHEREAS, St. Lawrence County residents are experiencing fuel oil, diesel fuel, and
gasoline over \$3.00 per gallon, and

WHEREAS, Americans deserve to know why prices are at such a high level and what
can be done to make the cost of heating our homes more affordable,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators urges elected
officials to appoint a Special Inquiry Committee to ascertain reasons for the significant increase
in the price of gasoline, diesel fuel, and residential heating fuels, and

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to

January 2, 2008

Governor Eliot Spitzer, Senator Hillary Clinton, Senator Charles Schumer, Congressman John McHugh, Assemblyman Darrel Aubertine, Assemblywoman Dierdre Scozzafava, Senator James Wright, and Senator Joseph Griffo.

18. Ms. Brothers **AUTHORIZING THE CHAIR TO SIGN A TWO-YEAR EXTENSION TO THE CONTRACT FOR HOUSING INMATES AT CENTRAL NEW YORK PSYCHIATRIC CENTER SECURITY SERVICE** – seconded by peck, carried.
P. 37

Finance Committee: 12-17-2007

RESOLUTION NO. 18-2008

AUTHORIZING THE CHAIR TO SIGN A TWO-YEAR EXTENSION TO THE CONTRACT FOR HOUSING INMATES AT CENTRAL NEW YORK PSYCHIATRIC CENTER SECURITY SERVICE

By Ms. Brothers, Chair, Finance Committee

WHEREAS, the Sheriff's Department Correctional Facility has received a contract from the County of Oneida, Central New York Psychiatric center Forensic Unit in Marcy, New York, and

WHEREAS, the cost to the County for the services in this contract is \$140 per day per inmate, and

WHEREAS, the Correctional Facility does not have the capability of providing forensic services for the treatment of mentally ill inmates, and

WHEREAS, this facility has been used in the past for treatment of mentally ill inmates who are in the custody of the St. Lawrence County Sheriff, and

WHEREAS, according to Section 508 of the Correction Law, these services must be provided for mentally ill inmates of the St. Lawrence County Correctional Facility, and

WHEREAS, the two year extension of the contract will have an effective date of January 1, 2008 through December 31, 2009,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract for the Treatment of Mentally Ill Inmates between the County of Oneida and the County of St. Lawrence effective January 1, 2008, upon approval of the County Attorney.

January 2, 2008

19. Ms. Brothers **AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH DIGITAL SOLUTIONS, INC. FOR INMATE MANAGEMENT SYSTEM SOFTWARE FOR THE ST. LAWRENCE COUNTY JAIL** – seconded by peck and house. Carried.
P. 38

Finance Committee: 12-17-2007

RESOLUTION NO. 19-2008

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH DIGITAL SOLUTIONS, INC. FOR INMATE MANAGEMENT SYSTEM SOFTWARE FOR THE ST. LAWRENCE COUNTY JAIL

By Ms. Brothers, Chair, Finance Committee

WHEREAS, the St. Lawrence County Jail presently utilizes Inmate Management System Software to support inmate records, facility management, and the reporting functions required for inmates incarcerated in the facility, and

WHEREAS, the present software is not designed to easily adapt to the changing needs of the St. Lawrence County Jail, and

WHEREAS, the Governmental Services Department has solicited and received proposals for this software and associated support services, and

WHEREAS, a selection committee comprised of staff from the Sheriff's Office, Central Services, and Governmental Services has reviewed the proposals and participated in product demonstrations, and

WHEREAS, the selection committee is recommending the system proposed by Digital Solutions, Inc. as best meeting the needs of the St. Lawrence County Jail, and

WHEREAS, the 2007 Budget includes a \$71,000 appropriation in the Sheriff's Office – Correctional Division Budget to purchase and implement the system (01-S4-3150-420-04-0),

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with Digital Solutions, Inc. for Inmate Management System Software and associated support services, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the Treasurer is authorized to establish a reserve account to pay for expenses associated with this contract during the 2008 budget year.

January 2, 2008

20. Ms. Brothers **AUTHORIZING A SURCHARGE ON OVERSIZED TIRES**
P. 39 - seconded by morrill, carried.

Finance Committee: 12-17-2007

RESOLUTION NO. 20-2008

AUTHORIZING A SURCHARGE ON OVERSIZED TIRES

By Ms. Brothers, Chair, Finance Committee

WHEREAS, the Solid Waste Department receives used tires at the four County transfer stations, and

WHEREAS, a portion of the tires received are oversized tires and require additional handling, and

WHEREAS, the tire recycling firm utilized by the County has placed a surcharge on all tires that are larger than a car or pickup tire, and

WHEREAS, the County needs to cover the cost of the surcharge and the cost to the Department to handle the oversized tires,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Solid Waste Department to place a surcharge on oversized tires in addition to the tip fee associated with the weight of the tires.

21. Ms. Brothers **CORRECTING AND REFUNDING ERRONEOUS TAXES**
P. 40 - seconded by forsythe, carried.

Finance Committee: 12-17-2007

RESOLUTION NO. 21-2008

CORRECTING AND REFUNDING ERRONEOUS TAXES

By Ms. Brothers, Chair, Finance Committee

WHEREAS, Chapter 515 of the Laws of 1997 provides a local option for erroneously levied taxes in the amount of \$2500 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 Chief Fiscal Officer 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,

January 2, 2008

NOW, THEREFORE, BE IT 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 Chief Fiscal Officer for the calendar year 2007, 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 County 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.

22. Ms. Brothers **USE OF COUNTY-OWNED MACHINERY** - seconded by peck, morrill – question for Dashnaw, how about sharing the state equipment. There is a new opportunity to share services. has this ever been done. Dashnaw, this has been done in the passed. Some shoulder cutting machine that we use sometimes, but it is old and difficult to get. Carried.

Finance Committee: 12-17-2007

RESOLUTION NO. 22-2008

USE OF COUNTY-OWNED MACHINERY

By Ms. Brothers, 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, and Article 5G of the General Municipal Law when it is for the public intent,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators approve such use when recommended, and

BE IT FURTHER RESOLVED that such usage is only approved when recommended by the St. Lawrence County Superintendent of Highways or his designated representative, and an appropriate intermunicipal cooperation agreement is signed and approved by the County Attorney

23. Ms. Brothers **AUTHORIZING THE CHAIR TO AWARD AND SIGN CONTRACTS FOR COUNTY ROUTE 21 OVER ELM CREEK, BIN 3341100 AND SMITH ROAD OVER DEER RIVER, BIN 3340580** – seconded by morrill, carried.
P. 42

January 2, 2008

Finance Committee: 12-17-2007

RESOLUTION NO. 23-2008

AUTHORIZING THE CHAIR TO AWARD AND SIGN CONTRACTS FOR COUNTY ROUTE 21 OVER ELM CREEK, BIN 3341100 AND SMITH ROAD OVER DEER RIVER, BIN 3340580

By Ms. Brothers, Chair, Finance Committee

WHEREAS, the 2008 St. Lawrence County Budget provided for the approval and funding of 2008 Capital Bridge Projects, Highway Reconstruction Projects, and Highway Paving Projects, and

WHEREAS, the Department of Highways has solicited qualifications for Consultant design services, and

WHEREAS, the best qualified Consultant for this project has been determined,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators does hereby approve the following contract to:

Contractor:	Barton & Loguidice, P.C. 290 Elwood David Road, Box 3107 Syracuse, New York 13220
	County Route 21 over Elm Creek, BIN 3341100 & Smith Road over Deer River, BIN 3340580
Contract Amount:	\$33,000 – CR 21 over Elm Creek \$32,500 – Smith Road over Deer River

BE IT FURTHER RESOLVED that the Board of Legislators hereby authorizes the Chair to execute all necessary contracts, upon approval of the County Attorney.

**RC 24. Ms. Brothers MODIFYING THE 2007 BUDGET, MICROFILMING –
P. 43** seconded by burns, carried.

Finance Committee: 12-17-2007

RESOLUTION NO. 24-2008

MODIFYING THE 2007 BUDGET, MICROFILMING

By Ms. Brothers, Chair, Finance Committee

January 2, 2008

NOW, THEREFORE, BE IT RESOLVED that the Treasurer is hereby authorized to transfer the following amounts for microfilming of St. Lawrence County records by the New York State Industries for the Disabled, Inc.:

TRANSFER FROM:

01-B1-1460-430-06-0 St. Lawrence County ARC Microfilming \$3,619

TRANSFER TO:

01-Q1-3140-430-06-0 Probation, Microfilming \$3,619

RC 25. Ms. Brothers **MODIFYING THE 2007 PROBATION DEPARTMENT**
P. 44 BUDGET FOR MANDATED TRAINING – seconded by house,
carried

Finance Committee: 12-17-2007

RESOLUTION NO. 25-2008

**MODIFYING THE 2007 PROBATION DEPARTMENT
BUDGET FOR MANDATED TRAINING**

By Ms. Brothers, Chair, Finance Committee

WHEREAS, the Probation Department staff are required to complete 21 hours of mandated training annually, and

WHEREAS, funding for such training is normally a county cost, and

WHEREAS, every few years an anonymous source, upon the request of the Probation Director, donates monies towards such training, and

WHEREAS, the source has donated \$2,800 in 2007 for two such specialized trainings, and

WHEREAS, this training will take place in early 2008,

NOW, THEREFORE, BE IT RESOLVED that the Treasurer is hereby authorized to modify the 2007 Probation Department Budget, and

BE IT FURTHER RESOLVED that the Treasurer is authorized to establish a reserve account to pay for expenses associated with this training during the 2008 Budget year.

26. Ms. Brothers **AUTHORIZING THE CHAIR TO SIGN A MAINTENANCE**
P. 45 AGREEMENT WITH WLT SOFTWARE OF FLORIDA, INC. FOR

January 2, 2008

THE WORKERS' COMPENSATION CASE MANAGEMENT SOFTWARE - seconded by Forsythe and house. Burns, he usually questions software that he County buys, this is reasonable and helpful to the department. Carried.

Finance Committee: 12-17-2007

RESOLUTION NO. 26-2008

AUTHORIZING THE CHAIR TO SIGN A MAINTENANCE AGREEMENT WITH WLT SOFTWARE OF FLORIDA, INC. FOR THE WORKERS' COMPENSATION CASE MANAGEMENT SOFTWARE

By Ms. Brothers, Chair, Finance Committee

WHEREAS, the County Attorney's Office has already purchased Workers' Compensation Management Software from WLT Software of Florida, Inc. and this agreement is needed for continued support of the product effective January 1, 2008, through December 31, 2008, and

WHEREAS, the monthly maintenance rate is \$500 and has been included in the 2008 Budget,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a maintenance agreement with WLT Software of Florida, Inc. for Comp Claims, Workers' Compensation Claims Administration Software System, upon approval by the County Attorney.

27. Ms. Brothers **AUTHORIZING THE CHAIR TO SIGN AN END USER SOFTWARE LICENSE AGREEMENT WITH WLT SOFTWARE OF FLORIDA, INC. FOR THE WORKERS' COMPENSATIONS CLAIM MANAGEMENT WINDOWS COMPUTER SYSTEM** – seconded by burns. Carried.
- P. 46**

Finance Committee: 12-17-2007

RESOLUTION NO. 27-2008

AUTHORIZING THE CHAIR TO SIGN AN END USER SOFTWARE LICENSE AGREEMENT WITH WLT SOFTWARE OF FLORIDA, INC. FOR THE WORKERS' COMPENSATIONS CLAIM MANAGEMENT WINDOWS COMPUTER SYSTEM

By Ms. Brothers, Chair, Finance Committee

WHEREAS, the St. Lawrence County Self-Insurance Plan currently uses an antiquated DOS Program to process workers' compensation claims, which has now become an unstable system to maintain and if the system fails the loss of data and the ability to generate payments of claims would be detrimental to the plan, and

January 2, 2008

WHEREAS, the Self Insurance Plan is one of the few entities still using the WLT DOS and the support for same is not assured, and

WHEREAS, the County Attorney's office negotiated and received a proposal and quote from WLT Software of Florida, Inc. to upgrade the current system to a compatible Windows program which would be not only stable, but would allow the administrators of the plan to generate several different types of reports which are needed to track the claims and costs, and

WHEREAS, the cost of the system, software, and on-site training will be \$24,250 which has been budgeted in the 2007 Budget,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign an End User Software License Agreement with WLT Software of Florida, Inc. for Comp Claims, Workers' Compensation Claims Administration Software System and to purchase the software system, upon approval by the County Attorney.

28. Ms. Brothers **AUTHORIZATION OF PETTY CASH ACCOUNTS AND**
P. 47 **DEPARTMENTAL CASH DRAWERS** – seconded by house.
Carried.

Finance Committee: 12-17-2007

RESOLUTION NO. 28-2008

**AUTHORIZATION OF PETTY CASH ACCOUNTS
AND DEPARTMENTAL CASH DRAWERS**

By Ms. Brothers, 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 following petty cash accounts and departmental cash drawers are established:

Petty Cash Accounts

Public Health	\$250
Youth	50
Probation	400
Sheriff	1500
County Clerk	75
Highway	150
Office for the Aging	50
Planning	100
Community Services	250
Social Services	1,700
Real Property	100

Departmental Cash Drawers

Sheriff Civil Department	\$100
Mental Health	100
Chemical Dependency, Ogdensburg	50
Chemical Dependency, Canton	100
Treasurer	200
County Clerk	600
County Clerk DMV Canton	500
County Clerk DMV Massena	300
County Clerk DMV Ogdensburg	300
County Clerk DMV Gouverneur	300
Solid Waste Transfer Ogdensburg	220

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Community Services, CCSI	<u>200</u>	Solid Waste Transfer Massena	300
		Solid Waste Transfer Star Lake	250
		Solid Waste Transfer Gouverneur	<u>250</u>
TOTAL:	\$4,825		\$3,570

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.

29. Ms. Brothers **BANK DEPOSTORIES AND INVESTMENT OF COUNTY'S FUNDS –** seconded by morrill, carried.
P. 48

Finance Committee: 12-17-2007

RESOLUTION NO. 29-2008

BANK DEPOSITORIES AND INVESTMENT OF COUNTY'S FUNDS

By Ms. Brothers, 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 of \$27,000,000:

Community Bank N.A.
Fleet Bank
Chase Manhattan
Key Bank N.A.
HSBC
NBT
Upstate National Bank
Citizens National Bank of Hammond
Municipal Investors Service Corporation
First Empire Securities

BE IT FURTHER RESOLVED that the County Treasurer be and hereby is authorized to deposit money in accordance with the St. Lawrence County Investment Policy. This policy authorizes the Treasurer to deposit funds, not needed temporarily, in certificates of deposit, 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. 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.

INVESTMENT POLICY FOR ST. LAWRENCE COUNTY

I. SCOPE

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

II. OBJECTIVES

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

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

III. DELEGATION OF AUTHORITY

The County Legislature's responsibility 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 County Legislature, 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.

VIII. COLLATERALIZING OF DEPOSITS

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

1. By a pledge of eligible securities with an aggregate market value as provided by General Municipal Law, equal to aggregate amount of deposits.

2. By an eligible irrevocable letter of credit issued by a qualified bank other than the bank with the deposits in favor of the government for a term not to exceed 90 days with an aggregate value equal to 140% of the aggregate amount of deposits and the agreed upon interest, if any. A qualified bank is one whose commercial paper and other unsecured short-term debt obligations are rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization or by a bank that is in compliance with applicable federal minimum risk-based capital requirements.

3. By an eligible surety bond payable to the government for an amount at least equal to 100% of the aggregate amount of deposits and the agreed upon interest, if any, executed by an insurance company authorized to do business in New York State, whose claims-paying ability is rated in the highest rating category by at least two nationally recognized statistical rating organizations.

IX. SAFEGUARDING AND COLLATERALIZATION

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

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

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As authorized by General Municipal Law, 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
 - * Certificates of Participation (COPS)

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

XI. AUTHORIZED FINANCIAL INSTITUTIONS AND DEALERS

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

XII. PURCHASE OF INVESTMENTS

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

1. Directly, including through a repurchase agreement, from an authorized trading partner.
2. By participation in a cooperative investment program with another authorized governmental entity pursuant to Article 5G 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.

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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.

30. Ms. Brothers **AUTHORIZING BLANKET BOND IN LIEU OF
P. 53 INDIVIDUAL SURETIES FOR COUNTY OFFICIALS AND
EMPLOYEES** – seconded by Nichols and house. Carried.

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Finance Committee: 12-17-2007

RESOLUTION NO. 30-2008

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

By Ms. Brothers, Chair, Finance Committee

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

WHEREAS, 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. \$100,000 coverage for the Sheriff, the District Attorney and all other employees;
- B. \$300,000 coverage of County Clerk;
- C. \$1,000,000 coverage of Treasurer;
- D. \$2,000 deductible on all of the above,

NOW, THEREFORE, BE IT RESOLVED that the Treasurer is hereby authorized to obtain a blanket bond in lieu of individual securities in the above amount and not exceeding \$8000.

31. Ms. Brothers **AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH
P. 54 THE ST. LAWRENCE COUNTY BAR ASSOCIATION FOR
THE ASSIGNED COUNSEL PROGRAM FOR THE YEARS 2008,
2009, AND 2010** – seconded by morrill, carried.

Finance Committee: 12-17-2007

RESOLUTION NO. 31-2008

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH THE
ST. LAWRENCE COUNTY BAR ASSOCIATION FOR THE
ASSIGNED COUNSEL PROGRAM FOR THE YEARS 2008, 2009, AND 2010**

By Ms. Brothers, Chair, Finance Committee

WHEREAS, the Assigned Counsel Program is an essential part of indigent defense within St. Lawrence County, and

WHEREAS, St. Lawrence County is mandated to provide indigent defense under

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Section 18-b of the County Law, and

WHEREAS, St. Lawrence County has negotiated a contract with the St. Lawrence County Bar Association to provide counsel for indigent defendants,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a three-year contract with the St. Lawrence County Bar Association and to compensate the Assigned Counsel Administrator the sum of \$7,500, per year, for each year of the contract, upon approval by the County Attorney.

32. Ms. Brothers **AUTHORIZING THE CHAIR TO REQUEST A DOG**

P. 55 QUARANTINE – seconded by Morrill. Nichols, as everyone knows he has historically opposed this resolution. He has recently been told, that there is an attitude that if an owner does not have control of dog that gives them a right to kill the dog. If we pass this resolution, he hopes that some education is done to inform people that they cannot shoot dogs because of this. It is irresponsible. Passing this resolution sends the wrong message, there is a better way to get the message out. This has not been very effective historically. Forsythe, he disagrees with Nichols, his experience is that if someone states that they are going to shoot a dog, they will do it whether the resolution is passed or not. Morrill, this resolution may prevent a dog from being in harm's way. This is timely. Opposed Nichols, and Paquin.

Finance Committee: 12-17-2007

RESOLUTION NO. 32-2008

AUTHORIZING THE CHAIR TO REQUEST A DOG QUARANTINE

By Ms. Brothers, Chair, Finance Committee

BE IT RESOLVED that the Chair of the St. Lawrence County Board of Legislators be, and hereby is, empowered, when deemed necessary by the Chair during the 2008 winter period, to issue an order that all dogs in the County of St. Lawrence be securely confined. Such confinement is to take effect 24 hours after notice is published in a County newspaper having general circulation.

33. Ms. Brothers **NEWSPAPER DESIGNATION** – seconded by Burns, carried.

P. 56

Finance Committee: 12-17-2007

RESOLUTION NO. 33-2008

NEWSPAPER DESIGNATION

By Ms. Brothers, 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

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as official newspapers for the publication of all local law notices and other matters required by law to be published, and

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

WHEREAS, Resolution No. 30-95 set the newspaper rotation schedule that carried through until the year 2005, and

WHEREAS, Resolution No. 211-2005 was passed to continue the newspaper rotation schedule and will carry through until 2016,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators hereby designates the following newspapers for various publication purposes for the year 2008:

LOCAL LAWS AND OTHER MATTERS REQUIRED BY LAW TO BE PUBLISHED

Ogdensburg Journal

Advance News

34. Ms. Brothers **AUTHORIZING THE CHAIR TO SIGN CONTRACTS** – seconded by morrill, carried.

Finance Committee: 12-17-2007

RESOLUTION NO. 34-2008

AUTHORIZING THE CHAIR TO SIGN CONTRACTS

By Ms. Brothers, Chair, Finance Committee

WHEREAS, the following organizations have appropriations in the 2008 St. Lawrence County Budget,

NOW, THEREFORE, BE IT RESOLVED that the Chair is hereby authorized to sign contracts with each of the organizations listed, upon approval of the County Attorney:

<u>ORGANIZATION</u>	<u>ACCOUNT NUMBER</u>	<u>AMOUNT</u>
Adirondack Experience	Various Accounts	up to \$36,000
Adirondack Park Agency Review Board	01-B1-8026-460-00-P	3,500
Arts Council	01-B1-7010-460-00-M	15,000
Association for Neighborhood Rehab., Inc.	01-A4-4322-465-AN-5	73,454
Bus Operations	01-B1-5630-444-03-B	351,354
Can-Am Youth Services	01-A2-4230-465-00-1	452,747
Canton-Potsdam Hospital (Lifeline)	Various Departments	\$30 per month per case
Catholic Charities	01-A4-4322-465-CC-2	243,134
Catholic Charities (CSS)	01-A4-4322-465-CC-1	234,760
Catholic Charities (parenting)	01-DA-6010-430-PT-S	up to 25,000

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Catholic Charities (Mental Health)	Various Accounts	Rate Schedule
Central Adirondack Search & Rescue	01-B1-3625-460-00-0	1,500
Citizens Against Violent Acts	01-DA-6010-430-CA-S	41,000
Claxton-Hepburn Medical Center (Lifeline)	Various Departments	\$30 per month per case
Cerebral Palsy of the North Country	01-B1-4340-460-00-2	10,000
COMLINKS	01-B1-6310-460-00-M	2,500
Cool Connections Counseling Services	01-DS-6109-465-PS-C	per rate schedule
Cool Connections of Counseling Services	01-DS-6119-465-PS-C	per rate schedule
Cornell Cooperative Extension (Homemaker)	01-DS-6070-465-00-G-HOME	41,331
Cornell Cooperative Extension (BOL)	01-B1-8750-460-00-A	247,878
Cornell Cooperative Extension (PH)	01-PP-4010-465-CE-0	240,622
Counseling Services of Northern NY	Various Accounts	Rate Schedule
Family Counseling Services of Northern New York	Various Accounts	Rate Schedule
Farmland Protection Board	01-B1-8750-460-FP-A	10,900
Fort La Presentation	01-B1-7520-460-00-0	10,000
Health Services of Northern New York	01-DM-6102-465-00-M	set by NYSDOH
Health Services of Northern New York	01-OA-6772-430-MI-0	273,818
Homemakers of Western NY (personal care)	01-DM-6102-465-00-M	set by NYSDOH
Homemakers of Western NY (personal care)	01-OA-6772-430-CG-0	23,871
Hospice of Jefferson County	01-B1-4560-460-HJ-0	3,612
Hospice of St. Lawrence County	01-B1-4560-460-HS-0	24,000
Jefferson County Pathology Services		
Jerry Leek (Office for the Aging)	01-OA-6772-430-02-0	5,000
Lillian Larose (Transcripts)	01-J1-1165-430-07-0	\$2 per page
Legal Aid Society of Northeastern NY, Inc.	01-OA-6772-430-02-0	5,000
Massena Meals On Wheels	01-ON-6772-430-CA-0	34,430
Massena Memorial Hospital	Various Departments	\$30 per month per case
Potsdam College Foundation (In-Service)	01-DA-6010-411-02-T	18,640
North Country Children's Clinic	01-B1-4560-460-NC-0	30,000
North Country Freedom Homes (Madrid)	01-A2-4250-465-00-2	204,618
North Country Freedom Homes (Canton)	01-A2-4250-465-00-3	211,452
North Country Library System	01-B1-7410-460-00-M	123,171
North Country Life Flight	01-X1-3410-460-00-R	3,000
North Country Transitional Living Services	01-A4-4322-465-TL-4	40,966
NYSARC, Inc.	01-A4-4322-465-AR-4	249,604
NYSARC, Inc. (Dodge Pond Camp Program)	01-B1-4340-460-00-3	12,500
NYSARC, Inc. (CSS)	01-A4-4322-465-AR-1	267,562
NYSARC, Inc. (Records Management)	01-B1-1460-430-06-0	per imaged unit
NYSARC, Inc. (DSS)	01-DA-6010-430-06-various	149,173
Ogdensburg Command Performance	01-B1-7560-460-00-0	7,000
Planned Parenthood (CMCM)	01-DM-6102-465-00-M	set by NYSDOH
Reachout, Inc.	01-A4-4322-465-RO-2	235,407
Renewal House (Services)	01-DP-6109-465-00-F-ADC	145,500
Renewal House (Indirects)	01-DS-6070-465-00-G-DVIO	70,000
Renewal House (TANF, Non-Residential)	01-DS-6109-465-00-G-DVIO	32,000
ResponseLINK (Lifeline)	01-DM-6102-465-00-M	\$30 per month per case
Resource Center	01-A4-4322-465-RC-1	21,887
Resource Center	01-A4-4322-465-RC-2	2,092
Robin Taylor (Contracted Caseworker)	01-DA-6010-430-07-G-CPSC	40,000
St. Vincent DePaul (Outreach)	01-DA-6010-430-OF-H-HEAP	\$35 per unit
Seaway Valley Council For Alcohol/		

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Substance Abuse Prevention, Inc.	01-OA-6772-430-SI-0	2,800
Seaway Valley Prevention Council	01-A2-4250-465-00-4	427,876
Seaway Valley Prevention Council	01-DA-6010-430-07-G-CCDS	25,000
SL Child Care Council (Registration Activities)	01-DS-6055-465-00-D-CCBG	up to 114,798
SL Child Care Council (Legally Exempt)	01-DS-6055-465-00-D-CCBG	up to 43,944
SLC Association of Snowmobile Clubs	01-F1-8710-460-00-0-SNOW	137,850
SLC Chamber of Commerce	01-B1-6410-465-CC-0	232,000
SLC Chamber of Commerce (Tribal State)	01-U1-6420-460-CC-0	20,000
SLC Community Development Program	01-B1-6310-460-00-C	20,000
SLC Community Development Program	01-OA-6772-430-C1-0	100,504
SLC Community Development Program (CSS)	01-A4-4322-465-CD-1	131,813
SLC Community Dev Program (Personal Care)	01-DM-6102-465-00-M	set by NYSDOH
SLC Community Dev Prog (Weatherization)	01-DA-6010-430-WR-H-HEAP	per rate schedule
SLC Community Dec Prog (Heat Eq Repair)	01-DP-6141-465-HE-H-HEAP	per rate schedule
SLC Fire Training Facility	01-X1-3410-460-00-0	20,000
SLC Dept of Community Services	01-DA-6010-430-07-G-CCDS	208,500
St. Lawrence County Health Initiative	01-PP-4010-430-07-0	10,000
SLC Historical Association	01-B1-7510-460-00-M	13,200
SLC Historical Association Museum	01-B1-7450-460-00-M	9,800
SLC Office for the Aging	01-DA-6010-430-07-G-POE	75,000
SLC Probation Department	01-DS-6070-465-00-G-PPS	357,140
SLC Soil & Water Conservation District	01-B1-8730-460-00-S	36,938
SLC Soil & Water Conservation District	01-F1-8710-430-07-0	86,577
SL-Lewis BOCES (Parenting Education)	01-DS-6070-465-PE-G (65%)	115,854
STAR (Social Services)	01-DS-6070-465-00-G-STAR	375,445
STEP-BY-STEP (CPP)	01-A4-4322-465-SS-3	229,516
STEP-BY-STEP (CSS)	01-A4-4322-465-SS-1	60,008
STEP-BY-STEP, INC.	01-OM-6772-430-07-0	10,000
The Research Foundation of SUNY	01-OM-6772-430-07-0	16,458
Thousand Island Counseling	Various Accounts	per rate schedule
Trane (Governmental Services)	01-GB-1620-430-07-0	6,250
United Helpers	01-A4-4322-465-UH-2	148,677
United Helpers/CCP	01-A4-4322-465-UH-3	181,163
WINGS (Social Services)	01-DS-6070-465-00-G	89,199
Youth Advocacy Program/YAP (CORE)	01-DS-6119-465-YA-C	350,000
YAP (Reunification)	01-DS-6109-465-YA-C-PRP	237,809
YAP (Life Skills)	01-DS-6119-465-YA-C	5,000
YAP (Life Skills)	01-DS-6119-465-IL-C	2,000
YAP (Preventive Education Program)	01-DA-6010-430-07-G-PINS	82,346
YAP (Parenting Program)	01-DA-6010-430-07-G-PINS	40,000
YAP (YES)	01-DS-6109-465-YA-C-PJDC	130,000

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35. Ms. Brothers **AUTHORIZING THE SIGNING OF A CONTRACT WITH**
P. 60 **TWINSTATE COMPANY** – seconded by house, and perry.
Carried.

Finance Committee: 11-26-2007

RESOLUTION NO. 35-2008

AUTHORIZING THE SIGNING OF A CONTRACT WITH TWINSTATE COMPANY

By Ms. Brothers, Chair, Finance Committee

WHEREAS, the Central Services Department has been working with TwinState Company gathering specific information about the County’s cable work needs and equipment needs for the installation of a new Voice over Internet Protocol (VoIP) telephone system, and

WHEREAS, TwinState was the successful bidder in the RFP process but in order to have a true project cost and to prepare an accurate contract figure there were many unknowns that needed to be addressed which required on-site inspections of electrical closets and each telephone instrument location throughout the county’s main Canton area buildings, and

WHEREAS, the site survey resulted in a slight lowering of dollar amount from the original RFP amount:

	RFP Cost	Site Survey Cost
Phase 1	\$281,414	\$291,076
Phase 2	\$140,349	\$129,033
Phase 3	\$32, 933	\$32,933
Total	<u>\$454,696</u>	<u>\$453,042</u>

WHEREAS, the following costs will also be required to complete the cabling aspect of the first three phases of this project:

	Site Survey Cost
Performance Bond	\$ 4,767.00
Cabling- Frame Work	23,600.00*
Cabling- Station End Work	13,400.00*
DSS Fiber Run	2,950.00*
Power Patch Panels (phase 1&2)	47,410.00
Power Patch Panels (phase 3)	4,454.00**
Data Switches Replacement-Phase 1	14,600.00*
Data Switch-Replacement-Phase 2	14,600.00*
Network configuration	9,500.00
New Jail Feeders between closets	16,100.00
Cabling and Networking Verification\Evaluation	6,550.00
Project Management	22,000.00
Additional T1/PRI card at HB Smith with License	<u>2,444.00</u>
Total	<u>\$182,375.00</u>

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(*) indicates work and equipment that is needed not only to support the new telephone system but work/equipment needed to maintain the County's Data Network (\$69,150)
(**) Costs included in the new Correctional Facility (\$20,554)

WHEREAS, the above project cost does not include Phase 4, connecting the remote offices, but the contract will include an estimated figure of \$106,274 but please know that this figure is only an estimate and a great deal of work will need to be done to fine tune the work and equipment required before this phase begins and a solid cost figure can be given, and

WHEREAS, funding for this project was included in the 2007 budget with an allocation of \$400,000 and the 2008 Tentative Budget includes \$300,000, and

WHEREAS, it is expected that monies will be available to assist in paying for a portion of the above costs through apportioning equipment and services expenses to entities that receive State funding such as Department of Social Services and in particular the Office of Court Administration, and the Jail Capital Project Budget also has monies for telephone/data wiring and equipment,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators does hereby authorize the signing or a contract with TwinState, upon approval of the County Attorney.

36. Ms. Brothers **RESCINDING RESOLUTION NO. 351-2007 AND**
P. 62 **AUTHORIZING THE ST. LAWRENCE COUNTY PLANNING**
OFFICE TO SEEK STAKEHOLDER STATUS IN THE
RELICENSING OF SEVERAL OF THE OSWEGATCHIE
RIVER HYDROELECTRIC PROJECTS – seconded by Morrill.
Carried.

Finance Committee: 12-17-2007

RESOLUTION NO. 36-2008

RESCINDING RESOLUTION NO. 351-2007 AND AUTHORIZING THE
ST. LAWRENCE COUNTY PLANNING OFFICE TO SEEK STAKEHOLDER
STATUS IN THE RELICENSING OF SEVERAL OF THE OSWEGATCHIE
RIVER HYDROELECTRIC PROJECTS

By Ms. Brothers, Chair, Finance Committee

WHEREAS, Resolution No. 351-2007 authorized the Chair to sign a letter of intent to determine the viability of competing in the FERC relicensing of the Oswegatchie River dams by St. Lawrence County, and

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WHEREAS, the County has determined that such an action is neither possible nor prudent at this point in time, and

WHEREAS, the County would prefer to be included on a list of stakeholders for those that will compete for the license,

NOW, THEREFORE, BE IT RESOLVED the Board of Legislators rescinds Resolution No. 351-2007 and directs the St. Lawrence County Planning Office to seek stakeholder status with any and all applicants to the license.

RC 37. Ms. Brothers Mr. Peck **AUTHORIZING THE CHAIR TO SIGN CONTRACTS WITH MULTIPLE SERVICE PROVIDERS WITH REGARD TO P. 63 HOME HEATING FUEL ASSISTANCE AND AMENDING THE**

2008 BUDGET – seconded by Forsythe, Nichols and peck. Forsythe, when will this begin. St. Hilaire, we have contracts drawn up to go tomorrow, we can cut a check within a week. Nichols, please explain the details on the administration and what agents will do this. St. Hilaire, these funds are not to be used as administration costs. Our county attorney has researched this to make sure we are within the law. this will be tracked for accountability. Each entity will be given funds to be used and stet the criteria as they usually do. Brothers, should an agency need money to cover administrative costs, if there is a reasonable level of admin costs for an agency, we sought out these programs they did not come to us, the evaluate, they have experience. We understand the concept of oversight and accountability in every program. We have asked specifically to track and report back. Nichols, if an agency has admin responsibilities and does that have to be approved by this board. Brothers, we designed this program (peck, others and herself), we did not want to create more positions in the county to administer this program. These orgs already have staff to do this task, we told these agencies up front that we would not be giving these funds for admin costs. Nichols, how can these agencies receive financial help to administer this program. St. Hilaire, this money was and is intended to help citizens for fuel needs. These groups have told us that they can handle this without additional admin fee. If there is a bigger burden then was intended, they need to come back and talk to us. Brothers, a number of these agencies, network among themselves and help each other out. Peck, this was discussed and there were some that had concerns, and as the administrator said, if they can not handle this we would get another agency to handle that. St. Hilaire, we have an additional agency that cam forward and would like to participate in this so we have a back up organization. Peck, this is outside the box thinking. There may be bumps. We are doing something to help out the citizens. This is a big step forward. We should be proud of putting this out. Nichols, the other agency that came forward are they named in the resolution, St. Hilaire, no, we noted to them that they could refer their clients. Nichols, shall we name them in the resolution so that if we need them we can. St. Hilaire, the ogd salvation army is the org that came forward. The res and the contract states salvation army. Lekki, his concern is that the agency may not be an agency that everyone would be on board. This may be presumptuous to make a broad vague contract. Nichols appreciated the feed back.

Burns, at committee we discussed data being collected by these agencies. Turbett, there is a data base being designed and interfaced to look up who has gotten funds, we will use the 911 address, they will be able to add and check out any dups, this will show household, type, size geographic

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area. This will be done this week. Lekki, this will also state if they have been given bens from another agency.

Morrill, heard nothing but positives on this, this is a great use of our sales tax from our heating fuels.

Cobb, she received an email regarding low income forum on energy. Her contact stated that there is a member item out there. there will be audits done and monitoring done. that funding came through from our assembly reps. She told her contact of this project, as far as she can tell this is the first project of this type in new york state. This is unusual and new. Sue was excited about it, we should be appreciative of this. and for those agencies that are out there struggling to provide these services. this is innovative, there may be some bumps. Don't worry about bumps just worry about keeping homes warm. We have no model to copy, we create it, and other counties follow us.

Brothers, at the meeting with the agencies, the agencies were eager to be there for any amount, but when we revealed the amount they were overwhelmed, and that made me feel good about this program. There may be scams out there, but it will be minimal. This is for press this is not just for people who are on social services, or very low income, this is for people in need, working in families. Two times hit, gas and fuel.

Peck, we put money aside for advertising. St. Hilaire, we have not done that but we can. Peck, the paper in Gouverneur wants to be a part of this. this may be a psa. Beth will do her best.

RESOLUTION NO. 37-2008

AUTHORIZING THE CHAIR TO SIGN CONTRACTS WITH MULTIPLE SERVICE PROVIDERS WITH REGARD TO HOME HEATING FUEL ASSISTANCE AND AMENDING THE 2008 BUDGET

By Ms. Brothers, District 12 and Mr. Peck, District 5

WHEREAS, the St. Lawrence County Board of Legislators agrees that many residents will have difficulty affording home heating fuel this winter season, and

WHEREAS, a meeting was held which included twelve (12) agencies that provide home heating fuel assistance (Community Development Program, Canton Neighborhood Center, Gouverneur Neighborhood Center, Potsdam Neighborhood Center, Massena Neighborhood Center, Ogdensburg Neighborhood Center, Ministries of the North Country, Salvation Army, St. Vincent de Paul, Catholic Charities, Helping Hands of Potsdam, Church and Community Program) several Legislators and Department Heads, as well as the County Administrator to determine a strategy to further assist those in need, and

WHEREAS, it has been determined that there is sufficient fund balance to further assist those providers of service in their efforts,

NOW, THEREFORE, BE IT RESOLVED that the St. Lawrence County Board of

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Legislators agrees to allocate \$62,500 to each of the twelve (12) agencies, to be disbursed to those in need of heating assistance and authorizes the Chair to sign necessary contracts with said participating agencies, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the Treasurer is hereby authorized to make the following amendment to the 2008 budget:

INCREASE APPROPRIATED FUND BALANCE:

01-TG-0599-504-00-0	Appropriated Fund Balance	\$750,000
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INCREASE APPROPRIATIONS:

01-B1-6141-460-00-0	Home Heating Fuel Assistance	\$750,000
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Nichols, suspension of rules to bring forward a resolution, seconded by burns. Carried.

Nichols resolution..., seconded by Morrill, house and Forsythe. Nichols, the resolution is time sensitive because the camp owners on black lake are reporting lower reservations. There businesses are on verge of decline. To put this on reg committee this may make it too late, as reservations for stays usually come in January. The task force is now asking the townships to pass resolution supporting the change. This resolution will be put on chambers web site. This will let perspective tourists know what we are doing. 7-10 million dollars tourists dollars.

Burns, agrees that there is a problem. What can be done. Nichols, long term, looking for private dollars and fed dollars toward the effort. Short term, weed cutting, but must remove all weeds or they start new plants. The type of machine is very specific to not catch fish in the process. Environmentally safe granules. Part of d.e.c. plan. The third is special type of bug that is specific to this type of weed, and is very expensive pay by the weevil. 100 thousands per year to combat the weeds. This costs a lot of money, the group is approaching those that are effected the most, and those outside the area after that. Some money has been put in targeted contingencies.

Howard there are other methods to getting this weed out. We need a plan management plan to maximize effectiveness.

Brothers, black lake is beautiful. We look at invasive species all over the county, we must do something. Not just to the environment to our economic well being.

Morrill, weed control in lakes is tricky, he would like to add amend, state that we support the development of a lake management plan. Nichols, there has to be a DEC plan or we can not do anything. That has to happen. Nichols, the only thing that you can do without dec approval is weed harvesting.

Morrill suggested, commissioner Pete Grannis. Whereas third, add the following language: and requires a lake management plan be developed.

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Forsythe, is this milfoil in other states or lakes. Morrill, everywhere. Forsythe, is there a success story. Dawn Howard, dry downs, but that is not an option. Zimmerman, high nitrogen which makes this more difficult. This is almost a unique situation. Forsythe, is rodeo an option. Howard, it is not called that for this type of issue, but may be of use.

Carried. With friendly amendment.

PRESENTED UNDER SUSPENSION OF THE RULES

RESOLUTION NO. 38-2008

**RESOLUTION SUPPORTING EFFORTS TO CURB INVASIVE
WEED GROWTH ON BLACK LAKE**

By Mr. Nichols, District 3 and Mr. McKinnon, District 4

WHEREAS, Black Lake is the largest lake in St. Lawrence County, and

WHEREAS, Black Lake is a major tourist destination generating \$7 million to \$10 million annually in the local economy, and

WHEREAS, the New York State Department of Environmental Conservation has identified extensive European Milfoil infestation throughout Black Lake **and requires a lake management plan be developed**, and

WHEREAS, these invasive weeds have grown at such a rate that it has become impossible to traverse some sections of Black Lake for most of the tourist season, and

WHEREAS, the Black Lake Chamber of Commerce and numerous business owners have reported scores of tourist complaints about the damage these weeds have caused because of the inability to boat and fish on Black Lake, and

WHEREAS, owners have already reported lower business during the 2007 tourism season, and far less tourist interest in Black Lake for 2008 because of these weeds,

NOW, THEREFORE, BE IT RESOLVED that the St. Lawrence County Board of Legislators does hereby support efforts to control invasive European Milfoil on Black Lake, and

BE IT FURTHER RESOLVED that copies of this resolution be forwarded to Governor Spitzer, Congressman McHugh, U.S. Senators Clinton and Schumer, New York State Senator Wright, Assemblyman Aubertine, and Assemblywoman Scozzafava, and **NYS DEC Commissioner Pete Grannis**.

XII. COUNTY ADMINISTRATOR'S REPORT

Reminder that ops and services agendas in bins.

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NYSAC in January 28 -30. Need Registration by Jan 11.

Next week Karen will bring reorganization proposals for some departments. Board office will be first on list. Also look at other depts., Nat is retiring, a human resources office as well as a DP office.

Contracts can be signed for home heating fuel tomorrow.

Big sky, over the holiday there was a conference call including Morrill, we had reps from McHugh, Schumer, Clinton, dot as well as nys dot, the four air ports, governors office. This was well attended conference call for the middle of vacation. The us dot has told big sky that they can not discontinue until April. But no workers, so no service this month. There may be some bus service to other airports. Perhaps funds avail out there for bus service. That may take 60 – 90 days for air services. there is an emergency RFB out there. Even if we get some one Jan 12, it will take some time to get that going. there is already some interest. We will send a contingent to go to dc to meet with the air service people. Stay tuned. We are working on it.

Nichols, is there a way to get financial incentive to get service sooner. St. Hilaire, Schumer is working on that. Jet blue and pan am have indicated interest. The state and feds have assured us that they will do what they can to attract service. Nichols, what can be done in the interim. Morrill, bus service. Our reps have offered to help in what ever way they can. The fed dot said that they may be more flex in their requirements. I.e., hubs. Nichols, which hubs are being considered. St. Hilaire, all four airports will get together, among themselves, of what we need, want and will except, they will meet first to come up with a consensus. St. Hilaire, there is an airline here now touring the airports and showing interest in providing service.

Cobb, although big sky leaving is disappointing, it may work that it comes out better for us. Big sky has let a lot of people down.

Burns, good to hear that Schumer is interested in increase in subsidy. Any talk of maintenance facility for the airline. Morrill that would be up to the airline. Watertown has a facility ready if that is what the airline chooses to utilize.

XIII. EXECUTIVE SESSION – appts, disciplinary matter, Paquin, seconded by Morrill. Carried at 8:39 p.m. return to open session at 8:55 p.m. Morrill, Forsythe, carried.

ALL APPOINTMENTS - Nichols, sb peck on all appointment. Carried.

Appointments:

Fire Advisory Board (Term expires February 1, 2008)

Dana R. Paduano, 3 Riverside Parkway, Massena, 13662 764-0052 (h) 769-7194 (w)

Appointments:

Traffic Safety Board (Term expires January 31, 2010)

Roger Folsom, 30 Sanford Road, Oswegatchie, (Township of Fine) 848.3528 (h) or

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848.2425 (w)

Workforce Investment Board (Term expires December 31, 2010)

Eric J. Matott, 6775 SH 56, Potsdam, 13676 265-4640 (h) 265-3966 (w)

XIV. CHAIR'S APPOINTMENTS

Committee Chairs:

Chair of the Finance Committee - **paquin**

Chair of the Services Committee - **cobb**

Chair of the Operations Committee - **brothers**

Alternatives to Incarceration Board - Chair of the Board & Operations Chair must serve (Currently Pat and Greg) **pat and sallie**

Audit Committee (Currently Charlie and Alex) – **peck and burns**

Emergency Medical Services (Expired appointment - no one serving)

Fish and Wildlife Management Board, Region 6 (**Currently Tom G**)

Fish and Wildlife Management Board, Region 6 (**Currently Larry Kring as**

Sportsman's Representative expiration date is 12/31/2009 not 2011 as was presented at December's meeting) Corrected letter must be sent.

Gouverneur Fair Board (Currently Fred) **fred**

Records Management Department Head Committee - Chair of the Board. (**Currently Pat**)

Soil & Water District Advisory Board - 2 members must serve (Currently Fred & Tom N)

Youth Advisory Board - Chair of the Board serves as ex-officio. (Currently Pat)

Canton Human Services Initiatives, Inc. Board - Karen St. Hilaire as Secretary Treasurer (Voted in by CHSI Board on December 19, 2007) **appointment made**

Nichols elected as second vp for soil and water board. National meeting in feb in Nevada.

Burns, asked administrator to ask Karl bender to put signs at transfer station showing weight.

Turbett, met with city comptroller, and city manager, Morrill, McNeil, burns, peck and Turbett, they discussed sales tax issue, they did not commit to anything and will discuss at their council meeting on this month. They feel limited on what they can do as their budget is already passed. They will send emails to confirm meeting date and time.

XV. OLD BUSINESS/NEW BUSINESS

XVI. ADJOURNMENT - at 9:10 pm as there was no further business.