


County of Jefferson
Office of the County Administrator

Historic Courthouse
195 Arsenal Street, 2nd Floor
Watertown, NY 13601-2567
Phone: (315) 785-3075 Fax: (315) 785-5070



November 16, 2017

TO: Members of General Services Committee

FROM: Robert F. Hagemann, County Administrator 

SUBJECT: General Services Committee Agenda

Please let this correspondence serve as notification that the General Services Committee will meet on ***Tuesday, November 21, 2017 at 5:30 p.m.*** in the Board of Legislators' Chambers.

Following is a list of agenda items for the meeting:

Presentation:

Ad-Hoc Committee Report Regarding Solid Waste and Recycling Transfer Facility

Resolutions:

1. Authorizing Agreement in Relation to the Ignition Interlock Device Monitoring Program Funding
2. Authorizing Agreement with Jefferson County Children's Home for the Provision of Non-Secure Detention Services
3. Authorizing an Agreement with Rubenzahl, Knudsen & Associates for the Provision of Psychological Testing, Evaluation and Recommendations for Treatment of JDs, PINS at Risk of Out of Home Placement, and Adult Sexual Offenders
4. Authorizing Agreement with NYS Division of Criminal Justice Services in Relation to Aid to Prosecution Program
5. Authorizing the Implementation and Funding in the First Instance 100% of the Federal Aid and State "Bridge NY" Program Aid Eligible Costs of a Transportation Federal-Aid Project (County Road 75 over Mill Creek), Appropriating Funds Therefor and Amending the 2017 County Budget and Capital Plan

6. Amending the 2017 County Budget in Relation to the Road Machinery Fund
7. Authorizing Agreement with NYS Division of Criminal Justice Services in Relation to Aid to Defense Program
8. Authorizing Agreement with the New York State Office of Indigent Legal Services (Distribution #6)
9. Authorizing Agreement with the New York State Office of Indigent Legal Services (Distribution #7)
10. Approving the 2018 Stop DWI Plan
11. Re-Authorizing an Agreement with Jefferson County Stormwater Municipal Coalition

Informational Items:

Monthly Reports:

- Planning
- Weights & Measures

If any Committee Member has inquiries regarding agenda items, or would like to add an item(s) please do not hesitate to contact me.

RFH:tlr

cc:	Airport	Fire & Emerg. Mgmt. Serv.	Sheriff
	Buildings & Grounds	Highway/Recycling & Waste Mgt.	Weights & Measures
	Code Enforcement	Planning	County Attorney
	District Attorney	Probation	County Treasurer
	Dog Control	Public Defender	
	E-911		

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Authorizing Agreement in Relation to the Ignition Interlock
Device Monitoring Program Funding

By Legislator: _____

Whereas, New York State Division of Criminal Justice Services (DCJS) Governor's Traffic Safety Committee (GTSC) has awarded Jefferson County \$10,889 through its Ignition Interlock Device Monitoring project to support probation supervision and monitoring services during the period October 1, 2017 through September 30, 2018, and

Whereas, The County must enter into an agreement with the New York State Division of Criminal Justice Services to receive these grant funds, and

Whereas, Said funds are already contained within the 2018 County Budget.

Now, Therefore, Be It Resolved, That the County of Jefferson agrees to accept the \$10,889, and the Chairman of the Board of Legislators is hereby authorized and directed to execute said grant agreement on behalf of Jefferson County, subject to the review of the County Attorney as to form and content.

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Authorizing Agreement with Jefferson County Children's Home
for the Provision of Non-Secure Detention Services

By Legislator _____

Whereas, Pursuant to Section 218-1a of County Law, Jefferson County is required to provide non-secure detention facilities for the temporary boarding and care of juveniles placed in the custody of the County by the Family Court, and

Whereas, The County desires to contract for such services through a contractual agreement with the Children's Home of Jefferson County which will provide a local group home of six beds with 24-hour awake staff, and the transport of juveniles to medical and counseling appointments, and

Whereas, The New York State Office of Children and Family Services will provide 49% reimbursement of the Non-Secure Detention Services Program.

Now, Therefore, Be It Resolved, That, Jefferson County enter into an agreement with the Children's Home of Jefferson County to provide non-secure detention beds and supportive services to include some juvenile transports during the period January 1, 2018 through December 31, 2018 at a cost not to exceed \$298.50 per day/per juvenile, with an additional cost of \$175.00 per day for one-on-one staff charges, and be it further

Resolved, That the Chairman of the Board is hereby authorized and directed to execute such agreement on behalf of Jefferson County, subject to approval of the County Attorney as to form and content.

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Authorizing an Agreement with Rubenzahl, Knudsen & Associates
for the Provision of Psychological Testing, Evaluation and Recommendations for
Treatment of JDs, PINS at Risk of Out of Home Placement, and Adult Sexual Offenders

By Legislator: _____

Whereas, Juvenile Delinquents (JDs), Persons in Need of Supervision (PINS), and adult sexual offenders under the supervision of the Probation Department are often ordered by the Courts to undergo sexual offender evaluation and subsequent treatment, and

Whereas, Counseling services in many instances prevent the placement of JDs and PINS in residential treatment, and adults from re-offending thereby saving Jefferson County a much greater cost.

Now, Therefore, Be It Resolved, That Jefferson County enter into an agreement with Rubenzahl, Knudsen & Associates for the provision of court ordered sexual offender psychological testing, evaluation and recommendations for treatment of Juvenile Delinquents, Persons in Need of Supervision, and adult offenders. The contract period shall commence on January 1, 2018 and terminate on December 31, 2018. Compensation shall not exceed the sum of \$80.00 per hour for sexual offender evaluation and individual counseling; \$47.50 per hour for group counseling; \$350 for requested juvenile evaluations, and \$75.00 per hour when providing testimony in court relative to the services performed under the contract, and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized and directed to execute said agreement on behalf of Jefferson County, subject to approval by the County Attorney as to form and content.

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY PROBATION DEPARTMENT
2018 RUBENZAHL, KNUDSEN & ASSOCIATES CONTRACT

We are requesting a Board of Legislators resolution to be allowed to enter into a new contract with Rubenzahl, Knudsen and Associates for Court-ordered adult and juvenile sexual offender evaluations, assessments, treatment, and counseling.

For the juveniles, treatment components consist of individual and group therapy for the youth; and family therapy to include all or parts of the family. They also stress group therapy for the parents to provide a support network and a forum to teach them the information that the youth are learning. The program coordinates with any available home-based therapy to assist the family in using the skills they have learned, address issues that exist for the family in the community and school, and be available for crisis intervention services.

Part of the program's purpose is to identify which elements of the family system contributing to sexually abusive behavior are not working, and to help the family modify these dysfunctional elements in order to heal the pain of sexual abuse.

A relapse prevention approach is specifically designed to increase the youth's awareness and range of choices concerning their behavior, and to develop specific coping skills and self-control to prevent a return to the offensive conduct.

Rubenzahl, Knudsen and Associates is also certified for the treatment of adult sexual offenders and the program will now be utilized to provide court-ordered evaluations, assessments and treatment for adult sexual offenders.

In order to provide these services, we have a Professional Fees line in our budget. This line is also used for Rubenzahl, Knudsen and Associates psychological evaluations.

2017 COSTS:

From January 1, 2017 through September 30, 2017, we had 35 juvenile and adult Probationers receive services from RKA for evaluations and counseling at a cost of \$59,877.50 for the period. We request that parents and adult Probationers make full payment or a reasonable co-payment if possible. We are requesting to renew our contract with Rubenzahl, Knudsen and Associates to provide these services for the period January 1, 2018 to December 31, 2018.

2018 PROPOSED CONTRACT:

The Rubenzahl, Knudsen and Associates rates for 2018 will be \$80.00 per hour for evaluation and individual counseling; \$47.50 per hour for group counseling; \$350 for requested juvenile evaluations, and \$75.00 per hour when providing testimony in court relative to the services performed under the contract. The total compensation for the period of this contract shall not exceed the sum of \$95,000.00.

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Authorizing Agreement with NYS Division of Criminal Justice Services
in Relation to Aid to Prosecution Program

By Legislator: _____

Whereas, The Jefferson County District Attorney's Office has been awarded an Aid to Prosecution grant from the NYS Division of Criminal Justice Services Bureau of Justice Funding (BJF) in the amount of \$55,860, for the period October 1, 2017 through September 30, 2018, and

Whereas, BJF now processes grants through an electronic format.

Now, Therefore, Be It Resolved, That Jefferson County hereby accepts said grant award, and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized and directed to execute any and all documents as may be required to fulfill the requirements of this grant award on behalf of Jefferson County.

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Authorizing the Implementation and Funding in the First Instance 100% of the Federal Aid and State "Bridge NY" Program Aid Eligible Costs of a Transportation Federal-Aid Project (County Road 75 over Mill Creek), Appropriating Funds Therefor and Amending the 2017 County Budget and Capital Plan

By Legislator: _____

Whereas, A Project for County Road 75 over Mill Creek, PIN 7753.56 (the "Project") is eligible for Funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs of such program to be borne by 95% Federal funds (CFDA 20.205) and 5% non-federal funds, and

Whereas, By Resolutions 152 of 2015 and 78 of 2017, the County of Jefferson approved the above project by making a commitment of 100% of the cost of Preliminary Design Phases 1-6 and Right of Way Incidentals of the project, and

Whereas, The County of Jefferson desires to advance the project by making a commitment of 100% of the federal and non-federal share of the costs of the Construction Phase of the project.

Now, Therefore, Be It Resolved, That the Jefferson County Board of Legislators does hereby approve the project and amend the 2017 County Budget and Capital Plan, in relation to said project in the Capital Fund, and be it further

Resolved, That the Board of Legislators hereby authorizes the Jefferson County Treasurer to pay in the first instance 100% of the federal and non-federal share of the cost of Construction of the project, and be it further

Resolved, That the Board of Legislators hereby agrees that Jefferson County shall be responsible for all costs of the project which exceed the amount of the Bridge NY funding awarded to Jefferson County, and be it further

Resolved, That the sum of \$1,350,000, which includes the Construction Phase, or so much thereof as is necessary is hereby appropriated from Account 20511300 02828 in the 2017 County Budget, and made available to cover the cost of participation in the above phase of the Project, and be it further

Resolved, That in the event the full federal and non-federal share of the costs of the project exceeds the amount appropriated below, the Jefferson County Board of Legislators shall convene to appropriate said excess amount immediately upon the notification by the Chairman of the Jefferson County Board of Legislators thereof, and be it further

Resolved, That the Board of Legislators hereby agrees that construction of the Project shall begin

no later than eighteen (18) months after award and that the project shall be completed within three years of commencing construction; and be it further

Resolved, That the Chairman of the Jefferson County Board of Legislators is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal and State Aid, subject to the approval of the County Attorney as to form and substance, on behalf of the County of Jefferson with NYSDOT in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of project costs, and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefor that are not so eligible, and be it further

Resolved, That a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project, and be it further

Resolved, That this Resolution shall take effect immediately, and be it further

Resolved, That the 2017 County Budget is hereby amended as follows:

Increase:

Expenditure		
20511300 02828	County Road 75 over Mill Creek (J017)	\$1,350,000
Revenue		
20900600 94592	Federal Aid Bridges	\$1,282,500
20000000 30599	Appropriated Fund Balance	67,500

Resolved, That the six year capital plan is amended accordingly.

Seconded by Legislator: _____

State of New York)
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Amending the 2017 County Budget in Relation to the Road Machinery Fund

By Legislator: _____

Whereas, The Superintendent of Highways has requested transfers between accounts to provide funding for purchase of a new service truck, and

Whereas The 2017 Budget must be amended to do so.

Now, Therefore, Be It Resolved, That the 2017 Budget is amended as follows:

Increase:

Revenue:

10900400 92665	Sales of Equipment	\$ 29,071.00
10900400 92804	Interfund Snow Removal	22,261.57
10900400 92401	Interest & Earnings	6,156.18

Expense:

10513000 02405	Service Truck	\$ 75,654.75
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Decrease:

Expense:

10513000 02401	Automotive Equipment	\$ 1,816.00
10513000 02407	Fuel Truck Replacement	16,350.00

Seconded by Legislator: _____

State of New York)
County of Jefferson) ss.:

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In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Authorizing Agreement with NYS Division of Criminal Justice Services
in Relation to Aid to Defense Program

By Legislator: _____

Whereas, The Jefferson County Public Defender's Office has been awarded an Aid to Defense grant from the NYS Division of Criminal Justice Services Bureau of Justice Funding (BJF) in the amount of \$13,100 for the period October 1, 2017 through September 30, 2018, and

Whereas, BJF now processes grants through an electronic format.

Now, Therefore, Be It Resolved, That Jefferson County hereby accept said grant award, and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized and directed to execute any and all documents as may be required to fulfill the requirements of this grant award on behalf of Jefferson County.

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Authorizing Agreement with the New York State Office of Indigent Legal Services
(Distribution #6)

By Legislator: _____

Whereas, In 2003, The State created the Indigent Legal Services Fund to assist counties in providing indigent legal services, primarily through reimbursing payments to attorneys representing indigent defendants, and

Whereas, This funding was contingent on a "maintenance of effort", wherein each county needed to spend at least as much as the prior year to receive it, and

Whereas, In 2010, the State created the Indigent Legal Services Board, which now oversees the fund and in order to receive the maximum amount allowable, the County must enter into an agreement with the Board as it has in past years, and

Whereas, The proposal for "Distribution #6" has been accepted by the Office of Indigent Legal Services, which covers the period January 1, 2016 through December 31, 2018 in the amount of \$194,358 (\$62,770 year 2016, \$64,785 year 2017 and \$66,803 year 2018), and an agreement for it must be authorized.

Now, Therefore, Be It Resolved, That Jefferson County enter into an agreement with the New York State Office of Indigent Legal Services for the \$194,358 grant, and that the Chairman of the Board is hereby authorized and directed to execute said agreement on behalf of the County, subject to the review and approval of the County Attorney.

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Authorizing Agreement with the New York State Office of Indigent Legal Services
(Distribution #7)

By Legislator: _____

Whereas, In 2003, The State created the Indigent Legal Services Fund to assist counties in providing indigent legal services, primarily through reimbursing payments to attorneys representing indigent defendants, and

Whereas, This funding was contingent on a "maintenance of effort", wherein each county needed to spend at least as much as the prior year to receive it, and

Whereas, In 2010, the State created the Indigent Legal Services Board, which now oversees the fund and in order to receive the maximum amount allowable, the County must enter into an agreement with the Board as it has in past years, and

Whereas, The proposal for "Distribution #7" has been accepted by the Office of Indigent Legal Services, which covers the period January 1, 2017 through December 31, 2019 in the amount of \$194,358 (\$64,786 per year), and an agreement for it must be authorized.

Now, Therefore, Be It Resolved, That Jefferson County enter into an agreement with the New York State Office of Indigent Legal Services for the \$194,358 grant, and that the Chairman of the Board is hereby authorized and directed to execute said agreement on behalf of the County, subject to the review and approval of the County Attorney.

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Approving the 2018 Stop DWI Plan

By Legislator: _____

Whereas, This Board is in receipt of the Stop DWI Budget for County Fiscal Year 2018.

Now, Therefore, Be It Resolved, That the plan for the coordination of County, Town, City and Village efforts to reduce alcohol related traffic injuries and fatalities during 2018 be and is hereby adopted as the Jefferson County Stop DWI Plan for 2018, and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized to sign the Certification Page of the 2018 Stop-DWI Plan on behalf of Jefferson County, and be it further

Resolved, That, Upon approval of said Stop DWI Plan by the Commissioner of the New York State Department of Motor Vehicles, expenditure of Stop DWI funds in accordance with said Plan and the 2018 Jefferson County Budget is hereby authorized.

Seconded by Legislator: _____

State of New York)
)
County of Jefferson)

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In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Re-Authorizing an Agreement with Jefferson County Stormwater Municipal Coalition

By Legislator: _____

Whereas, The United States Bureau of the Census has designated an area of Jefferson County as an "urbanized area" in excess of 50,000 residents based on the 2010 Census population data, and

Whereas, The U. S. Environmental Protection Agency requires that municipalities which operate a municipal storm water sewer system (Municipal Separate Storm Sewer System (MS4)) within said area are required to obtain a permit through the New York State Department of Environmental Conservation (DEC), to discharge stormwater, for the purpose of reducing pollution, and

Whereas, The DEC has informed the County that it must obtain said permit and develop and implement a plan for those areas within the urbanized area in which it is responsible for a stormwater system, and

Whereas, The Towns of LeRay, Rutland and Watertown, the Villages of Black River, Brownville, Carthage and West Carthage, City of Watertown and Jefferson County have formed a coalition to combine their resources for the purpose of developing and implementing their plans, and

Whereas, The Jefferson County Soil & Water Conservation District is acting as staff consultants to said coalition, and

Whereas, There is a membership fee of \$1,500 annually for said coalition members, and

Whereas, It is in the best interest of Jefferson County to remain in said coalition.

Now, Therefore, Be It Resolved, That Jefferson County re-authorizes said agreement with the Jefferson County Stormwater Coalition for the period January 1, 2018 through December 31, 2022, and that the Chairman of the Board of Legislators is hereby authorized and directed to execute said agreement on behalf of the County, subject to the review of the County Attorney as to form and content.

Seconded by Legislator: _____



2017 Planning Department Report September and October

The overall service objective of the Department of Planning is to provide quality technical assistance to the County and its local municipalities within the Department's four established workplan areas: County Planning and Economic Development, Community Planning and Development, Resource and Environmental Management, and Information, Demographic, and data Services.

COUNTY PLANNING AND ECONOMIC DEVELOPMENT

Community Development Block Grant (CDBG) Program

2015 Award Year. During September and October \$94,684 was drawn down in support of nine projects and program development. The Annual Performance Report was submitted to NYSHCR.

2016 Award year. During September and October \$1,410 was drawn down in support of three projects.

North Country HOME Consortium. The County continues to serve as the lead entity to administer the multi-county (Jefferson, Lewis, and St. Lawrence) Consortium, which acts as a direct entitlement community for Federal HOME housing funds. During September and October \$80,179 in Federal HOME funds were expended; representing activity on five housing assistance projects.

County Planning Board

Staff prepared materials and presented projects for the September and October Planning Board meetings. The following 20 projects were reviewed:

Alexandria (T)	Site Plan Review and Area Variance - Construct a new Dollar General
Alexandria Bay (V)	Site Plan Review - Construct a new mixed use building
Champion (T)	Site Plan Review - Convert existing office into a church
Chaumont (V)	Site Plan Review - Construct a new youth sailing center
Chaumont (V)	Site Plan Review - Construct new 6,000 square foot restaurant
Clayton (T)	Site Plan Review - Addition of bumper boats to recreational facility
Clayton (T)	Special Use Permit - Addition on an existing business
Dexter (V)	Special Use Permit - Establish a two chair beauty shop
Henderson (T)	Use Variance and site plan review - Add automobile sales to an existing business
Hounsfield (T)	Zoning Amendment - Add solar energy regulations and amend a parking requirements
LeRay (T)	Area Variance – fence
LeRay (T)	Special Use Permit & Site Plan Review - Auto repair shop in an existing building.
Orleans (T)	Special Use Permit & Site Plan Review - Establish outdoor events venue & campground
Orleans (T)	Zoning Amendment - Wind Energy Facilities law

Pamelia (T) - Site Plan Review - Add automobile sales to a repair shop

Watertown (C) - Site Plan Review - Parking area for new office

Metropolitan Planning Organization (MPO)

Staff reviewed Coordinated Transportation Plan for Mobility Services, grant applications for 5311 and 5310 fund requests, as well as participated on the application review board for the MPO's Transit Study RFP. Attended kick off meeting and stake-holders meeting for MPO's Long Range Transportation Plan.

Other Activities

Staff attended the Upstate Chapter of APA one day conference in Syracuse.

JLUS – Staff participated in two Technical Working Group meetings.

COMMUNITY PLANNING AND DEVELOPMENT

Municipal Project Assistance

Chaumont (V) – Zoning map revised to reflect changes adopted by Resolution #21 of 2017.

Cape Vincent (T) – Zoning map was revised to reflect zoning changes passed in Local Law 2 of 2017.

Hounsfield (T) – Staff met with the Planning Board to work on final edits to solar energy regulation.

Lyme (T) – Staff met with the Planning Board to discuss potential future amendments to the zoning ordinance.

Pamelia (T) – Digitized zoning map with Planned Development District #1 provided to town.

Municipal Land Use Training

Staff facilitated two training seminars, Planning Board Overview presented by the Department of State Catherine Hamlin in September and Zoning and Land Use Nonconformities presented by Scott Chatfield, Attorney in October.

RESOURCE AND ENVIRONMENTAL MANAGEMENT

Agriculture

2017 Annual Inclusion Process. Staff prepared SEQR form/resolution and adoption resolution for General Services Committee.

2018 Southwest Agricultural District 8 Year Review. Staff prepared SEQR form/resolution and modification resolution for General Services Committee.

Snowmobile Grant-in-Aid Program

Staff coordinated and compiled additional items requested by NYS ORPHP staff to re-submit for the Phase II application for 2017-2018 funding to maintain the 148 miles of trails in Jefferson County.

MS4 Coalition

The MS4 coalition met and discussed a number of items such as the Great Lakes Small Grant Program, Fort Drum Stormwater Program and the potential to cooperate with the education and outreach requirements, and the US Forest Service grant implementation.

INFORMATION, DEMOGRAPHIC, AND DATA SERVICES

General Technical Assistance

Responded to callers, emails, and walk-ins with requests concerning municipal zoning maps, parcels, flood maps, the county map viewer, and legislative and election districts.

Other Geographic Information System (GIS) Tasks (not associated with projects above)

For various requests and projects, created or refined the following GIS maps: Impact areas of potential wind farms near Watertown International Airport, Zenda Farm Preserve wetland study series.

Began preparing for the Local Update Census Addresses.

County of Jefferson

DEPARTMENT OF CONSUMER AFFAIRS

BUREAU OF WEIGHTS AND MEASURES

James A. Richmire, Director
 Brian M. Mooney, Asst. Director



21915 County Route 190
 Watertown, NY 13601
 Phone (315) 786-1094

Monthly Report - October 2017

Establishments:	Establishments		Devices					
	# Insp	# Retest	Correct	Plus	Minus	Other	Visual	Retests
Commercial Estab.	44		148	7	2	2	7	8
Non-Comm. Estab.	1		5					

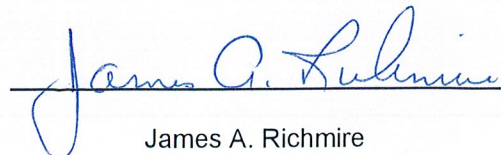
Commodities:	# Inspections	1
	# Lots	5
	# Packages/Lots	352
	# Packages Measured	120
	# Lots Failed	

Complaints / Requests:	3
Petroleum Samples:	22
Milk Tanks: New	1
Recalibrations/Rechecks	
Vehicle Scales:	9

Scanner	# Inspections	2					
Checks:	Items Correct	197	98.5%	Marked	Scanned		
	Overcharge	2	1.0%	\$7.50	\$8.75	\$1.25	Loss to Consumers
	Undercharge	1	0.5%	\$5.75	\$5.50	-\$0.25	Loss to Stores
	Not On File						
	Total # Scanned	200	100.0%				
	# Inspections Failed		0.00%				

Additional Comments:

No petroleum Sampling scheduled by NYS. Brian worked in Lewis County October 3, 5, 16, 18, 24, and 25th.
 Jim worked in Lewis County October 5 & 18.


 James A. Richmire

TOTAL DEVICES INSPECTED - OCTOBER 2017
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UPDATED THRU: 10/26/17 10/24/17

DEVICES	JEFFERSON	LEWIS	TOTAL	% JEFFERSON	% LEWIS
Computing	6		6	100.00%	0.00%
Pre-Pack			0	#DIV/0!	#DIV/0!
Customer Scale	1		1	100.00%	0.00%
Vehicle Scale	9		9	100.00%	0.00%
Monorail Scale			0	#DIV/0!	#DIV/0!
Prescription Scale			0	#DIV/0!	#DIV/0!
Hopper / Batch / Tank			0	#DIV/0!	#DIV/0!
Platform Scale	29		29	100.00%	0.00%
Livestock Scale		1	1	0.00%	100.00%
Miscellaneous Scale			0	#DIV/0!	#DIV/0!
Petroleum Pump	59	2	61	96.72%	3.28%
Petroleum Meter VTM	12	7	19	63.16%	36.84%
Other Meter			0	#DIV/0!	#DIV/0!
Rack Meter			0	#DIV/0!	#DIV/0!
Liquid Measure			0	#DIV/0!	#DIV/0!
Volumetric Measure			0	#DIV/0!	#DIV/0!
Weights Pharmacy			0	#DIV/0!	#DIV/0!
Weights Other	45		45	100.00%	0.00%
Linear Measure			0	#DIV/0!	#DIV/0!
Linear Measuring Device	1		1	100.00%	0.00%
Timing Device			0	#DIV/0!	#DIV/0!
Miscellaneous Device			0	#DIV/0!	#DIV/0!
Non-Commercial Device	5	2	7	71.43%	28.57%
Milk Tanks		1	1	0.00%	100.00%

Total Devices for Jefferson	Total Devices for Lewis	Total Devices
167	13	180

Total Percentage of Devices Inspected for
each county

Jefferson	Lewis
92.78%	7.22%

Remarks:

See monthly inspection reports for establishment information.