

County of Jefferson
Office of the County Administrator



Historic Courthouse
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April 19, 2018

TO: Members of Finance & Rules Committee

FROM: Robert F. Hagemann, III, County Administrator 

SUBJECT: Finance & Rules Committee Agenda

Please let this correspondence serve as notification that the Finance & Rules Committee will meet on *Tuesday, April 24, 2018, immediately following the conclusion of the Health & Human Services Committee meeting* in the Board of Legislators' Chambers.

Following is a list of agenda items for the meeting:

Finance & Rules Committee Sponsored Resolutions:

1. Concurring in Settlement of Tax Certiorari Proceedings and Authorizing Refund of Taxes in Connection Therewith (Woodlark Properties V, LLC)
2. Approving Jefferson County Administrative Policies and Procedures for a Fuel Card Services Program
3. Reviewing Proposed Action Under the New York State Environmental Quality Review Act and Making a Determination of Non-Significance; Jefferson County Emergency Radio System Replacement and Upgrade
4. Approving Appointment to the Thousand Islands Bridge Authority
5. Amending the 2018 County Budget and Capital Plan with Regard to County Buildings and Grounds Projects

General Services Committee Sponsored Resolutions:

1. Authorizing the Implementation and Funding of the Federal Aid and State "Marchiselli"

Program Aid Eligible Costs of a Transportation Federal-Aid Project (County Road 152 over Stony Creek), Appropriating Funds Therefor and Amending the 2018 County Budget and Capital Plan

2. Amending the 2018 County Budget to Recognize Insurance Recovery and Allocating Same in Sheriff's Department Budget
3. Amending the 2018 County Budget to Re-Appropriate Governor's Traffic Safety Committee's Stop-DWI Crackdown Enforcement Grant
4. Authorizing Agreements for an Additional Allocation for The Governor's Traffic Safety Committee's Stop-DWI Crackdown Enforcement Grant and Amending the 2018 County Budget in Relation Thereto
5. Amending the 2018 County Budget in Relation to Use of Solid Waste Management Capital Reserve Fund

Health & Human Services Committee Sponsored Resolutions:

1. Amending the 2018 County Budget to Allocate Additional State Aid for Programs at Credo Community Center for the Treatment of Addictions and Authorizing Amended Agreements in Relation Thereto

Informational Items:

1. Revenue and Expenditure Spreadsheets
2. Monthly Departmental Reports
County Clerk
Health Benefits Report

If any Committee member has inquiries regarding any agenda items, please do not hesitate to contact me.

RFH:jdj

cc:	Audit	Human Resources	Purchasing
	County Clerk	Information Technology	Real Property Tax Services
	Board of Elections	Insurance	County Treasurer
	Employ. & Training	JCC	County Attorney

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Concurring in Settlement of Tax Certiorari Proceedings and Authorizing
Refund of Taxes in Connection Therewith (Woodlark Properties V, LLC).

By Legislator _____

Whereas, Pursuant to Article 7 of the Real Property Tax Law, Woodlark Properties V, LLC, commenced court proceedings to obtain reductions of the assessed valuation of property in the Town of Hounsfield, and

Whereas, The Town of Hounsfield has reached a settlement of the proceedings with regard to tax map parcel nos. 81.77-1-1.4, 81.77-1-5, 81.77-1-1.6, 81.77-1-1.7, 81.77-1-1.82, 88.28-1-64, 81.77-1-1.15, 81.77-1-1.16, and 81.77-1-1.3, with proposed assessed values as follows:

<u>Tax Year</u>	<u>Original Assessment</u>	<u>Reduced Assessment</u>
2015		
81.77-1-1.4	\$432,800.00	\$389,520.00
81.77-1-1.5	\$170,000.00	\$153,000.00
81.77-1-1.6	\$464,700.00	\$418,230.00
81.77-1-1.7	\$177,600.00	\$159,840.00
81.77-1-1.82	\$991,800.00	\$892,620.00
88.28-1-64	\$467,700.00	\$420,930.00
81.77-1-1.15	\$98,000.00	\$88,200.00
81.77-1-1.16	\$562,300.00	\$506,070.00
81.77-1-1.3	\$845,800.00	\$761,220.00
2016		
81.77-1-1.4	\$432,800.00	\$389,520.00
81.77-1-1.5	\$170,000.00	\$153,000.00
81.77-1-1.6	\$464,700.00	\$418,230.00
81.77-1-1.7	\$177,600.00	\$159,840.00
81.77-1-1.82	\$991,800.00	\$892,620.00
88.28-1-64	\$467,700.00	\$420,930.00
81.77-1-1.15	\$98,000.00	\$88,200.00
81.77-1-1.16	\$562,300.00	\$506,070.00
81.77-1-1.3	\$845,800.00	\$761,220.00
2017		
81.77-1-1.4	\$432,800.00	\$389,520.00

81.77-1-1.5	\$170,000.00	\$153,000.00
81.77-1-1.6	\$464,700.00	\$418,230.00
81.77-1-1.7	\$177,600.00	\$159,840.00
81.77-1-1.82	\$991,800.00	\$892,620.00
88.28-1-64	\$467,700.00	\$420,930.00
81.77-1-1.15	\$98,000.00	\$88,200.00
81.77-1-1.16	\$562,300.00	\$506,070.00
81.77-1-1.3	\$845,800.00	\$761,220.00

;and

Whereas, the amount of the refund exceeds the authorization of the County Auditor and Treasurer to pay refunds of up to \$5,000.00 without the approval of the Board of Legislators.

Now, Therefore, Be It Resolved, That Jefferson County concurs in the settlements as outlined herein above, and be it further

Resolved, That the County Treasurer is hereby authorized and directed to make appropriate refund (\$13,119.14) and to charge back the taxing jurisdiction in accordance with the settlement and Real Property Tax Law §727.

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 Jefferson County Administrative Policies
and Procedures for a Fuel Card Services Program

By Legislator: _____

Whereas, Local Law No. 10 of 1986, as amended, provides that the County Administrator shall promulgate such administrative regulations and procedures as may be authorized by the Board of Legislators, and

Whereas, It is the desire of the Board of Legislators to authorize the promulgation of administrative policies and procedures for a fuel card services program that allows for fuel purchases for County-owned vehicles at retail fuel locations throughout New York State and nationwide when it is not practicable to fuel vehicles at the County Highway facility.

Now, Therefore, Be It Resolved, That the Administrative Policy Section 4.03, **Fuel Card Services Program**, is hereby approved and by reference is incorporated herein, and its promulgation and implementation by the County Administrator is authorized effective, May 1, 2018.

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



ADMINISTRATIVE MEMORANDUM POLICIES AND PROCEDURES

County of Jefferson

Board of Legislators

Office of the County Administrator

Section: PURCHASING

Issued: 05/01/2018

Subsection: 4.03 Fuel Card Services Program

Revised:

FUEL CARD SERVICES PROGRAM

POLICY:

The objective of this document is to provide guidelines for the Fuel Card Services program that allows fuel purchases for County-owned vehicles at retail fuel locations throughout New York State and nationwide when it is not practicable to fuel vehicles at County Highway Facility. The cards may only be used to purchase fuel for County-owned vehicles and only for official government business purposes. Personal use of cards is expressly prohibited.

PROCEDURE:

- The Purchasing Department shall be the contact point for the program and shall be responsible for the set up and maintenance of the fuel cards and PIN numbers assigned to each employee. Each Department will be responsible for notifying the Purchasing Department when new cards are required, if any card is lost, when any changes to employee PINs are required, and when an employee separates from County service.
- One fuel card is assigned to each vehicle and a distinct PIN number assigned to each employee who is designated by the Department head.
- Driver ID/PIN numbers are confidential and should not be shared with anyone.
- Each fuel card is specifically programmed and issued for one specific vehicle and is to be used for fueling that vehicle only.
- The County may set controls for each card that may limit use by location, days/times, number of transactions, and number of gallons allowed.
- Drivers should use discretion in choosing fuel locations. This may include selecting the most competitive fuel provider in situations where multiple providers are within close proximity to one another. Every reasonable effort should be made to select the participating vendor with the lowest displayed fuel price.
- Drivers are to purchase regular grade unleaded fuel, rather than mid-grade or premium unleaded. If appropriate for the vehicle, diesel fuel may be purchased.
- Drivers should use self-service pumps rather than full-service.

- When using the card, the odometer reading of the vehicle must be entered at the pump along with the individual PIN number.
- The user is required to obtain a receipt for purchase at the pump, and submit it to the Department's accounts payable clerk as verification of the expense for payment of the monthly invoice. The receipt will reflect the retail price advertised at the pump, but the invoice will reflect a net amount due after deductions for taxes and the aggregate contract discount is applied.
- The Auditing Department shall download monthly invoices from the vendor website and email the invoices to the respective Departments for payment. The invoice shall include PIN number, transaction dates, gallons, and dollars for each card used during the month. Each Department shall enter the invoice into the County financial system for payment with the scanned receipts obtained for each purchase attached, as per Administrative Policy 1.05 Audit of Claims.

REFERENCE:

1. Jefferson County Resolution No. of 2018

ISSUED: May 1, 2018

Robert F. Hagemann, III
County Administrator

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Reviewing Proposed Action Under the New York State Environmental Quality Review Act and Marking a Determination of Non-Significance; Jefferson County Emergency Radio System Replacement and Upgrade.

By Legislator: _____

Whereas, Jefferson County Board of Legislators undertook State Environmental Quality Review (SEQR) to assess the potential for adverse environmental impacts from the Jefferson County Emergency Radio System Replacement and Upgrade in 2016 for the proposed installation of up to twelve new towers in the Towns of Adams, Antwerp, Rodman, Cape Vincent, Champion, Orleans/Alexandria, Pamela, Watertown, Lyme, Ellisburg, and Theresa (two towers).

Whereas, Jefferson County Board of Legislators made a SEQR Determination of Non-Significance (Negative Declaration) by Resolution 184 on August 2, 2016.

Whereas, New towers in the Towns of Adams, Antwerp, Rodman, Cape Vincent, Orleans/Alexandria, Pamela, Watertown, Lyme, Ellisburg, and Theresa (two towers) have been constructed or will be under construction in 2018.

Whereas, the County previously proposed to construct the tower at the eastern boundary of tax lot 93.00-2-14.232 in the Town of Champion, but the Current Proposed Action is to construct the tower at the western border of the tax parcel, approximately 235 feet west of the original location as shown in Storino Geomatics Survey Plat dated December 19, 2017. This Current Proposed Action location was selected to avoid impacts to Federal wetlands.

Whereas, Jefferson County Board of Legislators has reviewed the Current Proposed Action with the Criteria for Determining Significance in 6 NYCRR 617.7 (c), specifically:

1. The Current Proposed Action will not result in a substantial adverse change in the existing air quality, ground or surface water quality or quantity, traffic or noise levels; a substantial increase in solid waste production.
2. Field visits were conducted by a qualified biologist/wetlands ecologist to identify the presence of regulated water bodies (wetlands and streams), rare, threatened, and endangered species and/or significant habitat, and the Current Proposed Action will require a Nationwide Permit 12 (utilities) from USACOE.
3. The project footprint of the Current Proposed Action has been minimized to the extent practicable, limiting site disturbances. The proposed action will not result in the removal or destruction of large quantities of vegetation or associated habitat for fauna; substantial interference with the movement of any resident or migratory fish or wildlife species; impact a defined significant habitat area; result in substantial adverse

impacts on a threatened or endangered species of animal or plant, or the habitat of such species; and will not result in other significant adverse impacts to natural resources.

4. The Current Proposed Action will not result in the impairment of the environmental characteristics of a Critical Environmental Area as designated pursuant to 6 NYCRR Part 617.14(g).
5. The Current Proposed Action will not result in a material conflict with the Town of Champion's officially approved or adopted plans or goals.
6. In June 2016, Hudson Valley Cultural Resource Consultants (HVCRC) completed a Phase 1A/1B Cultural Resource Survey for the original proposed tower location. No cultural resources of any kind were identified on the site, and no further archaeological testing was recommended. On September 28, 2016, the New York State Office of Parks, Recreation, and Historic Preservation (NYSOPRHP) concurred with the finding of No Effect. In a January 24, 2018 letter, NYSOPRHP stated that Current Proposed Action's revised Area of Potential Effect (APE) is not within an established archaeologically sensitive area, is a relatively small area of additional impact, and was partially covered by the archaeological survey conducted for the above noted project. Therefore, NYSOPRHP recommended that no additional archaeological work be completed. On February 22, 2018, NYSOPRHP issued a No Effect for the Current Proposed Action. Therefore, the Current Proposed Action will not result in the impairment of the character or quality of important historical, archaeological, architectural, aesthetic resources, or the existing character of the community or neighborhood.
7. The Current Proposed Action will not result in a major change in the use of either the quantity or type of energy required for the site.
8. The Current Proposed Action will not create a hazard to human health.
9. The Current Proposed Action will not create a substantial change in the use, or intensity of use, of land including agricultural, open space or recreational resources, or in its capacity to support existing uses.
10. The Current Proposed Action will not encourage or attract a large number of people to a place or place for more than a few days, compared to the number of people who would come to such place absent the action.
11. The Current Proposed Action will not create a material demand for other actions that would result in one of the above consequences.
12. The Current Proposed Action will not result in changes in two or more elements of the environment, no one of which has a significant impact on the environment, but

when considered together result in a substantial adverse impact on the environment.

13. When analyzed with two or more related actions, the Current Proposed Action will not have a significant impact on the environment and when considered cumulatively, will not meet one or more of the criteria under 6 NYCRR 617.7(c).
14. The Board has considered reasonably related long-term, short-term, direct, indirect and cumulative impacts, including other simultaneous or subsequent actions.

Whereas, Jefferson County Board of Legislators has reviewed its original SEQR Negative Declaration statement along with documentation provided by its consulting planner and engineers, and finds the Current Proposed Action would not pose any potentially significant environmental impacts based upon information provided and the mitigation measures being employed through the granting of USACOE Nationwide Permit 12; and

Whereas, The Jefferson County Board of Legislators finds the Current Proposed Action does not exceed any of the thresholds established under the original SEQR Negative Declaration, thus no further SEQR review is required.

Now, Therefore, Be It, Resolved, That the Jefferson County Board of Legislators reaffirms its SEQR Determination of Non-Significance (Negative Declaration) on construction of the Current Proposed Action.

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 Appointment to the Thousand Islands Bridge Authority

By Legislator: _____

Resolved, That, pursuant to Section 577 of the Public Authorities Law, the following appointment by the Chairman of this Board to the Thousand Islands Bridge Authority for the unexpired term (Francis Garrett) as indicated, is hereby approved:

<u>Name</u>	<u>Term Expiration</u>
Robert J. Storms	12/31/2020

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

Stebbins Engineering & Manufacturing, Watertown, NY
Vice President

Key responsibilities included:

- Development of new markets and customers
- Opening and overseeing new offices world-wide to support our new customer base
- Negotiation of customer and contractor agreements
- Managing overseas and domestic divisions associated with newly developed markets

January 1982 to December 2002

Stebbins Engineering & Manufacturing, Watertown, NY
Division Manager

Key Responsibilities included:

- Oversee sales for new markets
- Negotiate large contracts
- Oversee project performance for work done by the division
- Build and train staff to support the work
- Work closely with engineering on new design concepts

January 1979 to December 1982

Stebbins Engineering & Manufacturing, Watertown, NY
Construction Manager

Key Responsibilities included:

- Structure and built a Construction Department for the company
- Manage large construction projects as assigned by the President

February 1977 to January 1980

Stebbins Engineering & Manufacturing, Watertown, NY
Sales Engineer

Key Responsibilities included:

- Sales and service representative for assigned territory
- Oversee and approve specifications, estimates and proposals performed by operations for work bid to customers
- Negotiate contracts with customers
- Manage work done for customers

June 1974 to February 1977

Rouse Construction Company, Watertown, NY – now in Knoxville, TN
Assistant Superintendent

- Help manage and coordinate work for large government projects such as Sewage plants, Hospitals, etc
- Perform field engineering necessary for proper project execution

Community Service

Currently on Town of Adams Board

Previously on Town of Rutland Zoning Board of Appeals

Alumni Board at Clarkson University

Financial support to Six Town Community Fund, Clarkson University and many other community organizations

Education:

June 1974 Clarkson University, Potsdam, NY

Bachelor of Science Civil Engineering

June 1970 Carthage Central High School, Carthage, NY

Regents High School Diploma

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Amending the 2018 County Budget and Capital Plan
with Regard to County Buildings and Grounds Projects

By Legislator: _____

Whereas, The County issued debt pursuant to Bond Resolutions 105 of 2015 and 111 of 2016,
and

Whereas, The various facilities' needs were estimated and bond proceeds were appropriated to
various capital accounts through the Adopted 2015 and 2016 County Budgets and through
transfer per Resolution 97 of 2015, and

Whereas, These estimates have been refined and the Budget must be amended to reflect said
changes and allow for completion of remaining projects.

Now, Therefore, Be It Resolved, that the 2018 County Budget be amended as follows:

Increase:

20315000 02038	Public Safety Building	\$300,000
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Decrease:

20162000 02003	County Office Building	\$300,000
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and be it further

Resolved, That the six year Capital Plan is amended accordingly.

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

Year: 2018 Month Ending: March

Departmental Revenue (YTD)

Date Run: 4/18/2018

Department	a segment 4	Revenue through end of March 2017	Revenue through end of March 2018	2018 Amended Budget March = 25.00%	2017 Revenue as % of 2017 BUD	2018 Revenue as % of 2018 BUD
1045 - General Items 01	0000 - Blank	\$67,743,700	\$69,579,876	\$33,503,435	50.55%	51.92%
1165 - District Attorney 01	1165 - District Attorney	\$0	\$0	\$47,072	0.00%	0.00%
1170 - Public Defender 01	1170 - Public Defender	\$0	\$247,569	\$64,138	0.00%	96.50%
1325 - Treasurers Department 01	1325 - Treasurer	\$3,831	\$5,369	\$8,063	11.88%	16.65%
1345 - Purchasing 01	1345 - Purchasing	\$19,510	\$9,205	\$22,525	21.65%	10.22%
1355 - Real Property Tax Services 01	1355 - Real Property Tax Services	\$414,195	\$399,280	\$112,710	91.87%	88.56%
1410 - County Clerk 01	1410 - County Clerk	\$298,860	\$292,202	\$496,050	15.06%	14.73%
1420 - County Attorney 01	1420 - County Attorney	\$37,095	\$31,297	\$126,750	7.32%	6.17%
1430 - Human Resources 01	1430 - Human Resources	\$3,025	\$1,760	\$1,875	40.33%	23.47%
1450 - Board of Elections 01	1450 - Board of Elections	\$6	\$90	\$88	1.77%	25.71%
1620 - Buildings 01	1620 - Buildings	\$10,212	\$6,797	\$225,375	1.13%	0.75%
1680 - Information Technology 01	1680 - Information Technology	\$0	\$0	\$16,250	0.00%	100.00%
3110 - Sheriff - Criminal & Civil Div 01	3110 - Sheriff - Criminal & Civil Div	\$93,799	\$62,993	\$164,001	14.30%	9.60%
3140 - Probation 01	3140 - Probation	\$3,394	\$3,161	\$160,996	0.53%	0.49%
3315 - STOP DWI Program 01	3315 - STOP DWI Program	\$25,002	\$53,334	\$54,819	11.40%	24.32%
3410 - Fire & Emergency Management 01	3410 - Fire Control	\$21,912	\$19,520	\$118,532	4.62%	4.12%
3510 - Dog Control 01	3510 - Dog Control	\$7,708	\$5,518	\$141,300	1.36%	0.98%
3620 - Code Enforcement 01	3620 - Code Enforcement	\$6,637	\$5,312	\$30,000	5.53%	4.43%
4050 - Public Health 01	4050 - Home Health Nursing	\$193,580	\$237,056	\$1,529,184	3.16%	3.88%
4310 - Mental Health Services 01	4310 - Mental Health Administration	\$2,391,400	\$3,206,727	\$2,173,272	27.51%	36.89%
5610 - Airport 01	5610 - Airport	\$337,551	\$240,950	\$445,548	18.94%	13.52%
6010 - Social Services Administration 01	6010 - Social Services Administration	(\$8,406)	\$1,630,579	\$2,502,236	-0.08%	16.29%
6070 - Services for Recipients 01	6070 - Services for Recipients	\$279,667	\$2,260,710	\$5,180,732	1.35%	10.91%
	7310 - Youth Bureau	\$0	\$30,000	\$22,500	0.00%	33.33%
6510 - Veterans Service Agency 01	6510 - Veterans Service Agency	\$0	\$0	\$2,132	0.00%	100.00%
6540 - Consumer Affairs - County Seal 01	6540 - Consumer Affairs/Weight & Meas	\$10,901	\$550	\$14,633	18.62%	0.94%
6772 - Office for the Aging 01	6772 - Office for the Aging	\$23,196	\$23,334	\$394,411	1.45%	1.48%
8020 - Planning 01	8020 - Planning	\$39,802	\$116,763	\$16,228	61.32%	179.88%
8730 - Forestry 01	8730 - Forestry	\$0	\$0	\$0 #Error		100.00%
8992 - Interfund Transfers 01	0000 - Blank	\$0	\$0	\$5,625	0.00%	100.00%
Total		\$71,956,577	\$78,469,952	\$47,580,478	37.80%	29.84%

9003 - Highway 05	0000 - Blank	\$13,441	\$5,418	\$3,240,405	0.10%	0.04%
9004 - Road Machinery 10	0000 - Blank	\$25,395	\$25,226	\$589,220	1.08%	1.07%
9101 - Solid Waste - Recycling 15	0000 - Blank	\$565,703	\$124,850	\$619,938	22.81%	5.03%
9006 - Capital 20	0000 - Blank	\$4	\$260,081	\$840,394	0.00%	7.74%
6340 - Employment and Training 25	6340 - Employment and Training Admini	\$174,682	\$273,354	\$591,738	7.38%	11.55%
1436 - Insurance Department 35	0000 - Blank	\$1,539,926	\$1,564,133	\$632,252	60.89%	61.85%
9021 - Health Benefits 40	0000 - Blank	\$3,615,335	\$4,782,310	\$5,679,292	15.91%	21.05%
9023 - Occupancy Tax 50	0000 - Blank	\$54,672	\$54,407	\$117,500	11.63%	11.58%
9150 - Debt Service 55	0000 - Blank	\$1,458,821	\$1,460,908	\$620,737	58.75%	58.84%
Total All Funds		\$79,404,555	\$87,020,640	\$61,432,632	30.50%	45.17%

Year: 2018 Month Ending: March

Departmental Spending (YTD)

Date Run: 4/18/2018

Department	a segment 4	Spending through end of March 2017	Spending through end of March 2018	2018 Amended Budget March = 25.00%	2017 Spending as % of 2017 BUD	2018 Spending as % of 2018 BUD
1010 - Legislative Board 01	1010 - Legislative Board	\$71,716	\$72,393	\$74,100	24.20%	24.42%
	1040 - Clerk of the Board	\$166,192	\$157,045	\$171,739	24.19%	22.86%
1045 - General Items 01	1985 - Distribution of Sales Tax	\$5,412,702	\$5,573,835	\$9,754,255	13.87%	14.29%
1165 - District Attorney 01	1165 - District Attorney	\$370,029	\$382,187	\$445,269	20.78%	21.46%
	1169 - District Attorney - DTF	\$908	\$2,460	\$4,825	4.70%	12.75%
1170 - Public Defender 01	1170 - Public Defender	\$263,863	\$270,835	\$516,569	12.77%	13.11%
1325 - Treasurers Department 01	1325 - Treasurer	\$149,364	\$125,846	\$157,716	23.68%	19.95%
1345 - Purchasing 01	1345 - Purchasing	\$96,389	\$96,099	\$108,442	22.22%	22.15%
	1670 - Central Printing	\$32,818	\$34,781	\$39,478	19.50%	22.03%
1355 - Real Property Tax Services 01	1355 - Real Property Tax Services	\$62,627	\$68,409	\$93,704	16.66%	18.25%
	1356 - Tax Map Maintenance	\$76,203	\$62,819	\$91,883	20.78%	17.09%
	1357 - Revaluation Development & Main	\$26,402	\$26,517	\$44,579	14.81%	14.87%
	1358 - E 911	\$244	\$18	\$550	10.59%	0.82%
1410 - County Clerk 01	1410 - County Clerk	\$252,661	\$149,559	\$169,388	37.29%	22.07%
	1415 - Department of Motor Vehicles	\$155,309	\$156,162	\$179,920	21.57%	21.70%
	1460 - Records Management	\$66,123	\$55,091	\$83,423	19.82%	16.51%
	7510 - Historian/Historical Preservat	\$0		\$0	0.00%	100.00%
1420 - County Attorney 01	1420 - County Attorney	\$208,910	\$213,148	\$263,192	19.84%	20.25%
	1422 - Tax Enforcement	\$54,285	\$58,015	\$84,509	16.06%	17.16%
1430 - Human Resources 01	1430 - Human Resources	\$74,881	\$76,872	\$87,778	21.33%	21.89%
1436 - Insurance Department 01	1436 - Insurance Department	\$23,767	\$11,658	\$31,638	18.78%	9.21%
	1910 - Insurance	\$367,215	\$372,935	\$91,875	99.92%	101.48%
	1930 - Judgement & Claims	\$100	\$195	\$5,625	0.44%	0.87%
1450 - Board of Elections 01	1450 - Board of Elections	\$155,020	\$163,624	\$189,965	20.40%	21.53%
1620 - Buildings 01	1620 - Buildings	\$596,527	\$388,704	\$869,747	28.10%	11.17%
	1621 - Public Safety Facility	\$353,059	\$161,291	\$255,256	34.50%	15.80%
	1622 - Court Complex	\$147,580	\$116,774	\$141,712	26.00%	20.60%
1680 - Information Technology 01	1650 - Central Telephone	\$49,609	\$15,527	\$25,000	49.61%	15.53%
	1680 - Information Technology	\$396,095	\$384,433	\$364,944	29.66%	26.34%
1910 - Special Items 01	1964 - Refund Real Estate Taxes	\$313	\$452	\$12,500	0.63%	0.90%

1910 - Special Items 01	1990 - Contingent/Salary Adjustment	\$0		\$0	0.00%	100.00%
2490 - Education 01	2490 - Education	\$106,955	\$160,346	\$900,000	26.09%	4.45%
	2495 - Community College Contribution	\$4,864,436	\$4,961,724	\$1,216,109	100.00%	102.00%
3110 - Sheriff - Criminal & Civil Div 01	1162 - Court Security	\$36,036	\$35,705	\$51,993	17.33%	17.17%
	3110 - Sheriff - Criminal & Civil Div	\$1,052,077	\$1,133,476	\$1,476,545	17.71%	19.19%
	3114 - Homeland Security	\$1,710	\$0	\$14,751	1.03%	0.00%
	3150 - Corrections	\$1,695,982	\$1,759,281	\$2,228,682	20.38%	19.73%
3140 - Probation 01	3140 - Probation	\$774,990	\$779,633	\$933,985	20.72%	20.87%
3315 - STOP DWI Program 01	3315 - STOP DWI Program	\$3,152	\$1,875	\$54,819	1.44%	0.86%
3410 - Fire & Emergency Management 01	3112 - Dispatch	\$499,975	\$496,912	\$586,380	21.31%	21.19%
	3410 - Fire Control	\$62,236	\$60,942	\$89,320	17.30%	17.06%
	3411 - E911 Maintenance	\$66,550	\$132,657	\$93,688	17.12%	35.40%
	3412 - Hazmat Team	\$1,649	\$4,522	\$3,625	11.05%	31.19%
	3413 - STAR Team	\$548	\$5,662	\$4,688	2.84%	30.20%
	3414 - Homeland Security	\$26,941	\$2,303	\$70,068	9.58%	0.82%
	3415 - Public Safety Radio System	\$0	\$28,723	\$0	NaN	2872400.00%
3510 - Dog Control 01	3510 - Dog Control	\$120,334	\$78,544	\$141,300	21.15%	13.90%
3620 - Code Enforcement 01	3620 - Code Enforcement	\$123,690	\$108,047	\$154,961	19.96%	17.43%
4050 - Public Health 01	1185 - Medical Examiner	\$96,370	\$68,429	\$92,787	25.97%	18.44%
	4010 - Public Health Administration	\$113,042	\$112,904	\$130,251	21.70%	21.67%
	4011 - Tuberculosis Program	\$1,856	\$1,690	\$1,019	45.54%	41.47%
	4012 - Sexually Transmitted Diseases	\$5,622	\$2,263	\$2,179	52.95%	25.97%
	4042 - Rabies Control	\$17,643	\$7,206	\$23,857	18.68%	7.55%
	4046 - Physically Handicapped Program	\$100	\$768	\$1,249	2.01%	15.37%
	4050 - Home Health Nursing	\$944,288	\$807,036	\$1,237,728	19.07%	16.30%
	4051 - Preventive Services	\$180,560	\$136,785	\$175,124	25.74%	19.53%
	4052 - Child Find/Infant Health Progr	\$37	\$42	\$40	22.81%	26.25%
	4055 - Child Lead Poison Prevention P	\$6,247	\$824	\$1,717	90.94%	12.00%
	4057 - Emergency Medical Services	\$101,124	\$85,397	\$112,124	22.55%	19.04%
	4058 - Preparedness/Response Grant	\$23,223	\$23,328	\$28,255	20.53%	20.64%
	4059 - Child Passenger Safety Grant	\$87	\$800	\$336	6.43%	59.48%

4050 - Public Health 01	4060 - Steps to a Healthier US Grant	\$47,096	\$47,886	\$52,010	22.64%	23.02%
4310 - Mental Health Services 01	2960 - Preschool Services	\$496,146	\$628,513	\$1,350,000	9.19%	11.64%
	4310 - Mental Health Administration	\$67,440	\$349,461	\$81,186	20.77%	107.61%
	4311 - Early Intervention Program	\$72,438	\$71,220	\$85,909	21.08%	20.73%
	4312 - Preschool Program	\$17,147	\$19,187	\$19,200	22.33%	24.98%
	4320 - Mental Health Programs	\$862,294	\$1,025,476	\$1,357,318	15.88%	18.89%
	4321 - Mental Health Programs - Alcoh	\$2,696	\$3,929	\$15,295	4.41%	6.42%
	4340 - Early Intervention Services	\$33,843	\$22,155	\$110,000	7.69%	5.04%
	4390 - Mental Health - Court Commitme	\$0	\$17,801	\$18,750	0.00%	23.73%
5610 - Airport 01	5610 - Airport	\$390,180	\$292,983	\$347,754	26.36%	21.06%
	5611 - Airport - FBO	\$875,452	\$87,549	\$264,278	82.82%	8.28%
6010 - Social Services Administration 01	6010 - Social Services Administration	\$3,620,656	\$3,796,419	\$4,761,710	18.98%	19.93%
	6016 - Early Intervention - MA	\$0		\$0	0.00%	100.00%
6030 - Adult Care Facility 01	6030 - Adult Care Facility	\$0		\$0	0.00%	100.00%
6070 - Services for Recipients 01	6055 - Daycare	\$224,576	\$198,982	\$600,298	9.35%	8.29%
	6070 - Services for Recipients	\$248,297	\$141,590	\$564,774	10.99%	6.27%
	6100 - Medicaid	\$4,791,488	\$4,816,292	\$4,791,488	25.00%	25.13%
	6101 - Medical Assistance	\$1,048		\$0	2.00%	100.00%
	6109 - Family Assistance	\$913,633	\$847,656	\$1,243,651	18.40%	17.04%
	6119 - Child Care	\$1,127,691	\$1,167,370	\$1,818,750	15.50%	16.05%
	6129 - State Training Schools	\$0		\$0	0.00%	100.00%
	6140 - Safety Net Assistance	\$1,171,648	\$1,167,791	\$1,511,435	19.38%	19.32%
	6141 - Home Energy Assistance Program	\$37,584	\$36,311	\$9,373	88.45%	96.85%
	6142 - Emergency Aid to Adults	\$15,065	\$16,365	\$26,900	14.00%	15.21%
	6310 - Homeless Prevention	\$98,757	\$149,670	\$297,140	9.11%	12.59%
	7310 - Youth Bureau	\$4,500	\$4,590	\$23,625	4.76%	4.86%
6510 - Veterans Service Agency 01	6510 - Veterans Service Agency	\$40,921	\$42,290	\$47,038	21.75%	22.48%
6540 - Consumer Affairs - County Seal 01	6540 - Consumer Affairs/Weight & Meas	\$34,133	\$35,588	\$39,515	21.59%	22.52%
6772 - Office for the Aging 01	6772 - Office for the Aging	\$410,026	\$419,734	\$623,079	16.34%	16.84%
8020 - Planning 01	7989 - Trail Improvements	\$0	\$0	\$14,215	0.00%	0.00%
	8020 - Planning	\$95,407	\$99,265	\$165,549	14.41%	14.99%
8730 - Forestry 01	8730 - Forestry	\$68,756	\$68,731	\$42,000	40.93%	40.91%

8989 - Authorized Agencies 01	2930 - Cooperative Extension Service	\$165,750	\$169,065	\$165,750	25.00%	25.50%
	6310 - Homeless Prevention	\$26,010	\$26,530	\$297,140	25.00%	2.23%
	6410 - Promotion of Industry	\$7,650	\$2,601	\$126,870	83.33%	0.51%
	6420 - Regional Promotion	\$121,040	\$148,461	\$114,760	26.37%	32.34%
	6530 - Private Social Service Agency	\$33,660	\$59,833	\$14,665	57.38%	102.00%
	7410 - Library	\$84,150	\$85,833	\$42,075	50.00%	51.00%
	7510 - Historian/Historical Preservat	\$16,080	\$16,402	\$5,142	100.00%	79.74%
	8710 - Soil Conservation District	\$48,960	\$49,939	\$48,960	25.00%	25.50%
8990 - Employee Benefits 01	9050 - Unemployment Insurance	\$0		\$0	0.00%	100.00%
	9060 - Health Benefits Payments	\$0	\$1,058,095	\$7,518,542	0.00%	3.52%
	9070 - Undistributed Fringe Benefits	\$0		\$0	0.00%	100.00%
8992 - Interfund Transfers 01	9901 - Interfund Transfers	\$0		\$0	0.00%	100.00%
	9902 - Transfer to Debt Service	\$1,443,725	\$1,448,550	\$0	59.10%	144855100.00%
	9950 - Transfer to Capital Projects	\$0		\$0	0.00%	100.00%
9150 - Debt Service 01	1380 - Fiscal Agent Fees	\$0		\$0	0.00%	100.00%
	9730 - BANs	\$0		\$0	0.00%	100.00%
Total		\$38,274,308	\$38,835,621	\$49,491,357	19.25%	20.41%
9003 - Highway 05	3310 - Traffic	\$98,921	\$65,442	\$155,236	15.93%	10.54%
	5010 - Highway Administration	\$286,320	\$105,110	\$184,333	44.76%	14.26%
	5020 - Highway Engineering	\$106,173	\$103,215	\$123,372	21.12%	20.92%
	5110 - Maintenance - Roads & Bridges	\$750,651	\$664,339	\$1,034,367	18.13%	16.06%
	5112 - Road Construction	\$2,444,058	\$2,435,335	\$2,062,840	44.44%	29.51%
	9050 - Unemployment Insurance	\$0		\$0	0.00%	100.00%
	9950 - Transfer to Capital Projects	\$0		\$0	0.00%	100.00%
	5130 - Road Machinery	\$1,358,796	\$296,936	\$588,220	55.10%	12.62%
9004 - Road Machinery 10	9050 - Unemployment Insurance	\$0		\$0	0.00%	100.00%
	1994 - Depreciation	\$23		\$0 #Error		100.00%
9101 - Solid Waste - Recycling 15	8160 - Solid Waste Management - Recyc	\$553,608	\$361,972	\$644,356	21.47%	14.04%
9006 - Capital 20	1450 - Board of Elections	\$0	\$17,999	\$189,965	0.00%	2.37%
	1620 - Buildings	\$419,152	\$168,186	\$869,747	18.54%	4.83%

9006 - Capital 20	1680 - Information Technology	\$287,374	\$1,750	\$364,944	33.19%	0.12%
	2490 - Education	\$1,239,992	\$158,151	\$900,000	24.19%	4.39%
	3020 - Capital Project - 911 Emergenc	\$1,178,613	\$25,079	\$750,000	23.04%	0.84%
	3150 - Corrections	\$26,348	\$3,276	\$2,228,682	1.92%	0.04%
	3510 - Dog Control	\$0	\$0	\$141,300	0.00%	0.00%
	4017 - Public Health Facility	\$0	\$0	\$9,961	0.00%	0.00%
	5010 - Highway Administration	\$10,024	\$0	\$184,333	10.27%	0.00%
	5011 - Highway Equipment	\$78,803	\$0	\$50,000	39.40%	0.00%
	5112 - Road Construction	\$55,160	\$0	\$2,062,840	2.00%	0.00%
	5113 - Bridge Construction	\$547,960	\$54,056	\$1,799,023	6.97%	0.75%
	5610 - Airport	\$442,976	\$41,724	\$347,754	27.22%	3.00%
	6989 - Economic Opportunity	\$407	\$0	\$0	0.17%	100.00%
6340 - Employment and Training 25	6340 - Employment and Training Admini	\$388,575	\$363,168	\$583,656	16.64%	15.56%
1436 - Insurance Department 35	1710 - Health Benefits Administration	\$64,599	\$64,353	\$271,544	14.55%	5.92%
	1720 - Self Insurance Benefits and CI	\$438,870	\$366,908	\$521,250	21.05%	17.60%
9021 - Health Benefits 40	1710 - Health Benefits Administration	\$148,129	\$156,376	\$271,544	23.07%	14.40%
	9060 - Health Benefits Payments	\$3,330,517	\$3,446,029	\$7,518,542	15.09%	11.46%
9023 - Occupancy Tax 50	6410 - Promotion of Industry	\$176,300	\$176,300	\$126,870	35.38%	34.74%
	9901 - Interfund Transfers	\$0		\$0	0.00%	100.00%
9150 - Debt Service 55	1380 - Fiscal Agent Fees	\$229		\$0 #Error		100.00%
	9710 - Bonds	\$1,443,725	\$1,448,550	\$0	58.15%	144855100.00%
Total All Funds		\$54,150,612	\$49,359,876	\$67,143,528	19.68%	20.09%

Statement of County Clerk's Fees Received

I, Gizelle J. Meeks, County Clerk of Jefferson County, New York, do hereby report the receipts of the Jefferson County Clerk's Office for the Month of **March 1, 2018 through March 31, 2018** as follows:

DMV Fees:

CC06 Retention	\$ 62,025.56
CC05 Sales Tax Ret	\$ 864.00
CC05 FS-6 Ret	\$ 815.00
Total	\$ 63,704.56

Court Record Fees:

CC08 Index Fees	\$ 4,600.00
CC08 Misc. Court	\$ 150.00
CC50 County Fines	\$ -
Total	\$ 4,750.00

Land Records Fees:

CC07 Recording Fees	\$ 41,664.50
CC07 Filing Fees	\$ 2,130.00
CC07 Passport Fes	\$ 1,975.00
CC07 Photo Fees	\$ 700.00
CC07 RETT	\$ 295.00
CC07 RP5217 Ret	\$ 2,313.00
CC07 Notary Ret	\$ 1,080.00
CC07 NY Ed. Ret/RM	\$ 986.00
CC07 UCC's	\$ 1,120.00
CC07 Miscellaneous	\$ 263.00
CC07 Cover Page Fee	\$ 4,005.00
CC07 Overages	\$ 70.53
CC07 Copy Fees	\$ 3,750.65
CC07 General Int.	\$ 1.57
CC07 DMV Int.	\$ 0.44
CC07 E-Subscription	\$ 2,341.50
Total	\$ 62,696.19

Fees Collected for Other Depts.:

TR50 Stop DWI	\$ 1,797.00
TA0761 Deposit Into Court	\$ -
Total	\$ 1,797.00

Adjustments (Deductions):

CC06 DMV Online Revenue:	
June	\$ -
July	\$ -
Total	\$ -

CC07 Credit Cards	\$ 5,671.40
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CC07 Notaries:	\$ 60.00
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Mortgage Tax Fees:

CC07 Expense	\$ 29,083.00
CC07 Interest	\$ 0.09
Total	\$ 29,083.09

CC07 Tax Sale - Rec. Fees	\$ -
Tax Sale - RETT	\$ -
Total	\$ -

Total By Account

CC05	\$ 1,679.00
CC06	\$ 62,025.56
CC07	\$ 86,047.88
CC08	\$ 4,750.00
CC50	\$ -
TR50	\$ 1,797.00
TA0761	\$ -
Total	\$ 156,299.44

RECEIVED

APR 03 2018

JEFFERSON COUNTY TREASURER

I received from Gizelle J. Meeks, Jefferson County Clerk the sum of: \$ 156,299.44

4/4/18

Date

Diana L Kimball

Jefferson County Treasurer/Deputy

Health Benefit Report

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Accrual	Total
2018	1,592,534	1,785,350	2,113,093											5,490,977
2017	1,529,529	1,866,306	1,825,608	1,572,248	1,819,815	1,815,944	1,488,988	1,596,965	1,511,099	1,561,197	1,876,330	1,697,642	0	20,161,671
2016	1,633,556	1,631,731	1,966,926	1,395,394	1,555,709	1,782,977	1,674,534	1,427,421	1,982,882	1,689,937	1,380,652	1,715,106	-151,825	19,685,000
2015	1,447,909	1,711,206	1,323,090	1,832,204	1,671,467	1,478,813	1,659,141	1,336,322	1,720,703	1,832,887	1,294,288	2,045,210	-1,169,591	18,183,649
2014	1,278,930	1,130,181	1,468,292	1,665,269	1,460,980	1,536,745	1,449,695	1,374,535	1,203,417	1,289,949	1,380,933	1,362,655	275,388	16,876,970
2013	579,446	894,308	1,505,686	1,533,248	1,273,873	1,186,989	924,809	1,435,050	1,133,361	1,286,329	1,208,752	1,523,899	702,604	15,188,353
2012	701,835	1,236,667	1,325,449	958,983	1,333,307	1,090,308	1,234,885	1,319,356	1,470,833	1,356,075	1,286,161	1,390,545	468,831	15,173,236
2011	1,299,479	1,252,851	1,326,540	1,150,034	1,174,784	1,306,781	1,133,739	1,046,098	1,173,697	1,337,826	1,057,304	1,347,532	-278,692	14,327,973
2010	1,077,789	1,095,074	1,154,761	1,114,950	1,040,417	1,115,092	1,213,479	1,187,037	1,222,667	1,366,459	1,245,518	1,163,920	108,292	14,105,456
2009	1,027,412	1,084,751	1,246,381	1,165,052	1,188,985	1,244,707	1,083,067	1,190,211	1,179,638	1,313,914	1,128,054	1,019,671	-45,041	13,826,803
2008	977,732	805,876	995,288	1,147,285	921,384	812,620	965,724	1,006,833	1,198,851	1,250,648	1,084,114	950,708	21,913	12,138,976
2007	927,080	1,008,645	1,103,535	1,027,853	1,074,040	906,375	1,066,215	1,145,636	881,849	1,591,903	1,206,268	952,953	52,108	12,944,462
2006	920,372	862,003	943,946	835,357	988,449	901,759	861,100	975,331	973,716	1,024,272	1,102,396	1,093,613	72,205	11,554,521
2005	819,961	706,348	955,991	818,370	736,199	882,715	743,513	963,778	771,301	923,003	799,497	753,972	332	9,874,980
2004	616,206	627,058	815,720	762,609	717,780	853,213	601,381	737,647	625,490	719,018	790,874	716,167	107,250	8,690,413
Monthly Average Percent	7.32%	7.84%	8.85%	8.35%	8.35%	8.27%	7.99%	8.23%	8.45%	9.17%	8.33%	8.72%	0.13%	100.00%

Estimated Cost Scenarios 2017 Budget 21,500,000

Average % compared to rest of years

2011-2017 Average Cost percentage by month/year total 24.04%
Estimated 2018 Cost 22,838,071 (1,338,071)

2017 Cost percentage by month/year total 25.90%
Estimated 2018 Cost 21,202,426 297,574

Straight 12 Month Cost by average month to date 21,963,907 (463,907)

2004 - 2017 average monthly percentage of total 22,867,491 (1,367,491)