


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



June 7, 2013

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, June 11, 2013 at 7:00 p.m.*** in the Board of Legislators' Chambers.

Following is a list of agenda items for the meeting:

Resolutions:

1. Authorizing Agreement with the New York State Division of Homeland Security and Emergency Management and Amending the 2013 County Budget in Relation Thereto
2. Authorizing Agreements in Relation to Juvenile Secure Detention and the Supervision and Treatment Services for Juveniles Programs (STSJP)
3. Authorizing Agreement in Relation to the State Alternatives to Incarceration (Pre-Trial Release) Program Funding
4. Amending the 2013 County Budget to Recognize Insurance Recovery and Allocating Same in Highway Department Budget
5. Amending the 2013 County Budget in Relation to the Highway Department CHIPS Funding
6. Authorizing Lease Agreement with Air Methods Corporation for the Use of Airport Hanger Space and Land Adjacent Thereto
7. Authorizing the Execution of Agreement with World Fuel Services for the Lease of Three Fuel Trucks at the Watertown International Airport

Informational Items:

1. Monthly Departmental Reports:
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:	Buildings & Grounds	Fire & Emerg. Mgmt. Serv.	Sheriff
	District Attorney	Highway/Recycling & Waste Mgt.	Weights & Measures
	Dog Control	Probation	County Attorney
	E-911	Public Defender	County Treasurer

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing Agreement with the New York State Division of Homeland Security and Emergency
Management and Amending the 2013 County Budget in Relation Thereto

By Legislator: _____

Whereas, Jefferson County has been awarded a FY12 Emergency Management Performance Grant
in the amount of \$47,458, and

Whereas, Said funds may be used for upgrades to the County's dispatch telephone system, and

Whereas, It is necessary to authorize an agreement with the State and to amend the 2013 County
Budget to appropriate the funds.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators be and is hereby
authorized and directed to execute said agreement on behalf of Jefferson County, subject to the
review of the County Attorney as to form and content, and be it further

Resolved, That the 2013 County Budget is amended as follows:

Increase:

(Revenue)

20-9006-93397.001	State Aid Fire & Emergency Management	\$47,458
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(Expenditure)

20-9006-3020.2030	Communications	47,458
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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

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing Agreements in Relation to Juvenile
Secure Detention and the Supervision & Treatment Services for Juveniles Program (STSJP)

By Legislator: _____

Whereas, New York State Executive Law was amended to create the Supervision & Treatment Services for Juveniles Program (STSJP) in order to encourage the use of effective alternatives to detention, and

Whereas, Said law requires that a lead agency be designated in each County for administering secure and non-secure detention and STSJP programs, and

Whereas, Jefferson County has designated the Probation Department as its lead agency, and

Whereas, Available funding has been included in the 2013 County Budget and will be used to provide services and programs through the Jefferson County Children's Home and Resolution Center of Jefferson and Lewis Counties, and to provide for GPS monitoring and monitoring equipment for the Probation Department, as well as some overtime, and

Whereas, It is necessary to authorize agreements with the Jefferson County Children's Home (\$133,610 for a term ending 3/31/14) and the Resolution Center of Jefferson County and Lewis Counties (\$25,000 for a term ending 3/31/14), for the provision of STSJP services.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators be and is hereby authorized and directed to execute agreements with the Jefferson County Children's Home (\$133,610 for a term ending 3/31/14) and the Resolution Center of Jefferson County and Lewis Counties (\$25,000 for a term ending 3/31/14), to provide said services, subject to the 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 Agreement in Relation to the State Alternatives to Incarceration
(Pre-Trial Release) Program Funding

By Legislator: _____

Whereas, New York State Division of Criminal Justice Services (DCJS) Alternatives to Incarceration has awarded Jefferson County \$9,114 for the operation of a Pre-Trial Release Program during the period July 1, 2013 through June 30, 2014, 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, Jefferson County does hereby commit to providing 50% matching funds for operation of the alternatives program.

Now, Therefore, Be It Resolved, That the County of Jefferson agrees to accept the \$9,114, and the Chairman of the Board of Legislators be and is hereby authorized and directed to execute said grant agreements on behalf of Jefferson County, subject to the review of the County Attorney as to form and content.

Seconded by Legislators: _____

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. _____

Amending the 2013 County Budget to Recognize Insurance Recovery
and Allocating Same in Highway Department Budget

By Legislator: _____

Whereas, The Highway Department has received an insurance settlement check in the amount of \$2,970.94 for damage to a vehicle, and has requested that the settlement be used to supplement the external fleet expense line to pay for needed repairs.

Now, Therefore, Be It Resolved, That the 2013 County Budget is hereby amended as follows:

Increase:

10-9004-5130.4310.002	External Fleet Expense	\$2,970.94
10-9004-999.92680	Insurance Recoveries	\$2,970.94

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 2013 County Budget in Relation to the Highway Department CHIPS Funding

By Legislator: _____

Whereas, The New York State Governor and Legislature have reached an agreement on the State FY 2013-2014 Consolidated Local Street and Highway Improvement Program (CHIPS) funding level, which for Jefferson County is a \$603,333 increase over its 2013 budgeted amount, and

Whereas, The County Highway Superintendent has requested that this additional revenue be placed in the Department's paving, pavement marking, and surface treatment accounts, and a capital bridge account.

Whereas, In order to recognize and allocate the new funding it is necessary to amend the 2013 County Budget.

Now, Therefore, Be It Resolved, That the 2013 County Budget is hereby amended as follows:

Increase:

(Revenue)		
05-9003-999.93501	Consolidated Highway Aid	\$603,333

(Expenditure)		
05-9003-3310.4480	Highway Pavement Marking	\$ 40,000
05-9003-5110.4482	Surface Treatment	163,333
05-9003-5112.4930	Paving County Roads	100,000
20-9006-5113.2901	A30	300,000

(Transfers)		
05-9003-9950.9007	Transfer to Capital Bridges	300,000
20-9006-999.95031.401	Interfund Transfer Roads	300,000

and be it further

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

Seconded by Legislator: _____

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing Lease Agreement with Air Methods Corporation for the
Use of Airport Hanger Space and Land Adjacent Thereto

By Legislator: _____

Whereas, The County of Jefferson owns and operates the Watertown International Airport, and

Whereas, Air Methods Corporation provides commercial medical air transportation services, and

Whereas, By Resolution 159 of 2012, This Board of Legislators authorized a one-year lease with Air Methods Corporation for the use of a portion of the Airport's South Hangar building for the storage of one medical helicopter and additional mechanics' space, and the use of land adjacent to the South Hangar for placement of a 24' x 60' trailer as part of its business activity, and

Whereas, Said lease has expired and Air Methods desires to renew it for a period of 2 years, and

Whereas, Air Methods Corporation would make lease payments to Jefferson County in the amount of \$2,600.00 per month for use of both the portion of the Airport's South Hangar building and the use of land adjacent thereto.

Now, Therefore, Be it Resolved, That Jefferson County enter into a lease agreement with Air Methods Corporation for the period of June 1, 2013 through May 31, 2015 providing for the use of a portion of the Airport's South Hangar building sufficient to store one medical helicopter and including an additional 150 square feet for mechanics' space, and to include free usage of water, electric and sewage services therein, and be it further,

Resolved, That Jefferson County enter into a second lease agreement with Air Methods Corporation for the period of June 1, 2013 through May 31, 2015 providing for the use of land adjacent to the South Hangar for placement of a 24' x 60' trailer, to include installation and free usage of water, electric and sewage services thereto, and be it further

Resolved, That the Chairwoman of the Board of Legislators is hereby authorized and directed to execute lease agreements on behalf of Jefferson County as set forth above, subject to the approval of the County Attorney as to the form and content.

Seconded by Legislator: _____

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing the Execution of Agreement with World Fuel Services for
the Lease of Three Fuel Trucks at the Watertown International Airport

By Legislator: _____

Whereas, The County of Jefferson owns and operates the Watertown International Airport, and

Whereas, Pursuant to General Municipal Law §352(4) the legislative body of a county which has established an airport may purchase and sell aviation petroleum products, and

Whereas, Pursuant to Resolution 138 of 2012, This Board of Legislators authorized agreement with World Fuel Services for branding, fuel supply, and security, and

Whereas, The County Attorney is recommending that the Board authorize another agreement for the lease of fuel trucks at a total of \$3,050 per month, as well, and

Whereas, It is necessary to enter into said operating agreement with World Fuel Services for the period ending April 30, 2014 and to amend the 2013 County Budget.

Now, Therefore, Be it Resolved, That the Chairwoman is hereby authorized and directed to execute the aforementioned agreement, subject to the review and approval of the County Attorney as to form and content, and be it further

Resolved, That the 2013 County Budget is amended as follows:

Increase:

01-5610-5611.4312	Refueler Trucks Lease	\$36,600
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Decrease:

01-5610-5611.4575	Cost of Fuel & Oil Sales	\$36,600
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Seconded by Legislator: _____

County of Jefferson

DEPARTMENT OF CONSUMER AFFAIRS

BUREAU OF WEIGHTS AND MEASURES

Keith A. Frantz, Director
James A. Richmire, Asst. Director



21915 County Route 190
Watertown, NY 13601
Phone (315) 786-1094
Fax (315) 786-0162

Monthly Report - May 2013

Establishments:	Establishments		Devices					
	# Insp	# Retest	Correct	Plus	Minus	Other	Visual	Retests
Commercial Estab.	44		175	23	7		2	38
Non-Comm. Estab.	3		5	2				1

Commodities:	# Inspections	2
	# Lots	16
	# Packages/Lots	907
	# Packages Measured	240
	# Lots Failed	0

Complaints / Requests:	4
Petroleum Samples:	19
Milk Tanks:	New 1
Recalibrations/Rechecks	1
Vehicle Scales:	7

Scanner	# Inspections	4				
Checks:	Items Correct	350	100.0%	Marked	Scanned	
	Overcharge					Loss to Consumers
	Undercharge					Loss to Stores
	Not On File					
	Total # Scanned	350	100.0%			
	# Inspections Failed		0.00%			

Additional Comments:

All Petroleum Samples (Including 1 Product Retest/April Failure) Tested MEET Required NYS Tolerances for the month of May.

Keith A. Frantz - Director