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OSWEGO COUNTY LEGISLATURE

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OSWEGO COUNTY LEGISLATURE

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 150

RESOLUTION APPROVING AND CONFIRMING THE SALE AND TRANSFER OF CERTAIN FORECLOSED TAX PROPERTY PURSUANT TO REAL PROPERTY TAX LAW §1166

By Legislator David Holst:

WHEREAS, the Enforcing Officer of the County of Oswego has, heretofore, foreclosed against certain delinquent tax property within the county pursuant to Article 11 of the New YorkState Real Property Tax Law for delinquent property taxes for the years 2022 or prior; and

WHEREAS, the county has obtained a Final Judgment from Supreme Court, Oswego County in an in-rem foreclosure proceeding; and

WHEREAS, the county has executed a deed or deeds pursuant to the Final Judgment(s)obtained vesting title in the name of the County of Oswego; and

WHEREAS, the tax district of the County of Oswego enjoys a right of sale under RPTL§1166 either at public auction to the highest bidder or by approval and confirmation of thesale by a majority vote of this body; and

WHEREAS, certain parcels are being sold have offered to pay the county tax district, infull, for all delinquent taxes' penalties and interest as part of this purchase thereby making the county whole; and

WHEREAS, other parcels need to be conveyed back due to bankruptcy filings or otherissues; and

WHEREAS, a resolution is necessary and desirable,

NOW, THEREFORE, upon the recommendation of the Government, Courts and ConsumerAffairs Committee of this body, it is hereby

RESOLVED, the County Treasurer be, and is hereby, authorized to sell and transfer thefollowing delinquent tax properties to the person(s) named for the consideration stated hereinbelow. The Consideration named in said deed shall be considered payment of all taxes held against the property, including the 2024 tax, unless otherwise stated; and be it further

RESOLVED, that the foregoing sales (attached) are hereby approved and confirmed by thisbody.

OSWEGO COUNTY LEGISLATURE

Co. Prop#	Town	Parcel ID#	Deed To Owner 1	Property Address	Total Unpaid
2024-54-01	Village of Schroeppel	303.16-04-09	William Cronin / Cheryl Thompson	27 Volney Street	$ 15,792.10
2024-54-02	Village of Schroeppel	304.13-04-23	Brendan Hoxie	36 Spring Street	$ 13,658.03
2024-20-01	Albion	088.00-03-10	Ricky Frank	2599-605 State Route 13	$ 7,725.64
2024-20-02	Albion	102.00-02-01.01	Harry Balram/Paul Simon	Castor Road	$ 1,996.48
2024-20-03	Albion	102.00-02-01.03	Harry Balram/Paul Simon	Castor Road	$ 1,875.13
2024-20-04	Albion	102.00-02-01.04	Harry Balram/Paul Simon	Castor Road	$ 1,819.13
2024-20-05	Albion	102.00-02-13.2	David Quackenbush	574 Hong Kong Road	$ 3,436.94
2024-22-01	Amboy	211.00-01-10.06	Tracy J Cusson / Shelby Cusson	93-101 Cusson Drive	$ 17,825.28
2024-22-02	Amboy	177.00-01-01.06	Susan Ibbitson/Lou Ann Parker	181 Garcia Road	$ 5,627.93
2024-22-03	Amboy	177.00-01-01	Susan Ibbitson/Lou Ann Parker	129 Garcia Road	$ 5,834.06
2024-24-01	Boylston	023.00-01-04	Richard W Mutter /John E. Mutter	225 County Route 13	$ 2,650.28
2024-26-02	Constantia	245.00-01-01.112	Penny Potter/ David Bisbo	201 County Route 23B	$ 3,890.96
2024-28-01	Granby	235.00-11-07	James M Bogart	470 County Route 3	$ 3,922.31
2024-28-06	Granby	236.09-01-08	Margarito Rodriguez /Esther Mannigan	1623 State Route 48	$ 12,155.25
2024-32-02	Hastings	243.03-03-07	Michael R Lalone	47 County Route 32	$ 5,894.72
2024-32-07	Hastings	259.00-04-10.04	Kevin D Ladd	County Route 12	$ 3,423.59
2024-34-01	Village of Mexico	134.10-06-10	William Hiler / Carolyn Hiler	4373 Church Street	$ 13,696.86
2024-34-04	Mexico	083.09-01-41.1	Anthony Lasinski Estate	County Route 40	$ 1,836.45
2024-40-01	Orwell	088.00-01-01.1	Pamela Sweeting	585 Hog Back Road	$ 3,217.83
2024-42-01	Town of Oswego	144.12-02-07	David L Davis Jr	58 Lakeshore Road	$ 31,679.22
2024-42-02	Town of Oswego	127.18-01-01.01	Yuan He	68 County Route 89	$ 19,509.75

2024-46-02	Parish	173.00-03-01.2	Marilyn Kilts	3129 State Route 69	$ 3,937.21
2024-46-03	Parish	193.00-02-24	Brendon Korthas	2037 State Route 69	$ 2,944.97
2024-52-01	Village of Sandy Creek	019.19-05-22.01	Rose Rotach Estate	2102 Lake Street	$ 7,978.55
2024-52-02	Sandy Creek	027.11-03-08	David W Dillabough Jr	25 Rocking Horse Road	$ 13,086.28
2024-52-03	Sandy Creek	029.00-04-13	Ralph A Kent / Merry B. Fayette	5785-87 US Route 11	$ 10,260.97
2024-54-05	Schroeppel	314.00-01-09	Laelia LLC	37 Hilltop Drive	$ 10,863.01
2024-54-07	Schroeppel	256.00-04-29	Robert T Drake	27 Perry Road	$ 1,605.49
2024-54-09	Schroeppel	272.00-03-06.2	Frank D Spina Estate	290 County Route 6	$ 10,858.42
2024-54-10	Schroeppel	288.00-02-10	Frank D Spina Estate	1132 County Route 57	$ 6,625.02
2024-58-02	Volney	254.00-04-16	John Phillips	269 Owens Road	$ 3,188.26
2024-58-03	Volney	186.00-03-05.03	Daniel J Smith III / Rucy H. Smith	Baldwin Road	$ 1,450.85
2024-60-01	West Monroe	227.00-03-10.06	David Bisbo / Penny Potter	372-376 County Route 26	$ 10,413.29
2024-62-01	Williamstown	179.01-01-08	Jessica Dupont	464 State Route 13	$ 5,438.65
2024-62-02	Williamstown	179.01-03-08	Jessica Metott	2823-27 County Route 17	$ 5,234.12
2024-62-03	Williamstown	179.01-01-09.1	Jessica Metott	462 State Route 13	$ 2,085.50
2024-12-01	City of Oswego	146.49-01-20	Paul E Mosbo	18 Brandan Trail	$ 9,504.47
2024-12-03	City of Oswego	128.40-02-08.02	Kathleen M Casaletta	E Seventh Street	$ 686.80
2023-54-04	Schroeppel	291.04-01-03.01	Peggy J Tassone	702 County Route 10	$ 27,849.03
2023-56-06	Schroeppel	291.04-01-03.02	Peggy J Tassone	Off County Route 10	$ 929.27
2023-44-04	Palermo	205.00-01-02.1	Howard A Ouderkirk Estate	107-111 Clifford Road	$ 782.29

ADOPTED BY CONSENT VOTE ON JUNE 13, 2024:
YES: 20 NO: 0 ABSENT: 5 ABSTAIN: 0

Oswego County Treasurer's Office

Kevin L. Gardner, *Treasurer*
Brian D. Twiss, *Deputy Treasurer*

County Building
46 East Bridge Street
Oswego, New York 13126
Phone: (315) 349-8393
Fax: (315) 349-8255

5/20/2024

INFORMATIONAL MEMORANDUM

Subject: Redemption of Oswego County foreclosed properties

Background: These are the buyback properties from the Treasurer's Department. These properties have possible legal issues such as bankruptcies and other situations that warrant a buyback. Properties outside bankruptcies can redeem for unpaid taxes plus any penalties and interest.

Recommendation: The Treasurer strongly recommends this request.

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 151

RESOLUTION APPOINTING ASSIGNED COUNSEL PLAN ADMINISTRATOR FOR THE COUNTY OF OSWEGO

By Legislator Holst:

WHEREAS, the County of Oswego has had a Bar Association plan for assigned counsel since the 1960s operating under section 722, Article 18-B, of the County Law; and

WHEREAS, since its formation, the Assigned Counsel Plan has been administered by an attorney-at-law as plan administrator to comply with state law; and

WHEREAS, the Assigned Counsel Plan Administrator is a department head responsible for administering the plan, applying for and administering grant funds, filing reports with the Unified Court System and the New York State Office of Indigent Legal Services, overseeing the annual budget for the Assigned Counsel Program, supervising all appellate court proceedings for indigent cases, supervising the review of claims and approves payment of vouchers submitted by attorneys, assigns and supervises the professional, technical, and clerical personnel in the investigation, preparation, and appeal of any court proceedings involving indigent defendants, and other duties as required by law; and

WHEREAS, the Assigned Counsel Plan Administrator position is currently a vacant part-time position, and the department's Supporting Attorney, Rachael Ann Dator, Esq., is experienced in all aspects of both positions; and

NOW, THEREFORE, upon recommendation of the County Administrator and the Government, Courts & Consumer Affairs Committee of this body, it is hereby,

RESOLVED, that the Assigned Counsel Plan Administrator be a full-time position and the Supporting Attorney position be deleted; and be it further

RESOLVED, that Rachael Ann Dator, Esq. of the City of Oswego be and is hereby appointed as Assigned Counsel Plan Administrator for the Oswego County Assigned Counsel Plan and shall be compensation for these additional duties according to the management compensation plan at Salary Grade 80, Step 21, $126,358.

ADOPTED BY VOICE VOTE ON JUNE 13, 2024:
YES: 20 NO: 0 ABSENT: 5 ABSTAIN: 0

COUNTY OF OSWEGO
OFFICE OF THE COUNTY ADMINISTRATOR

County Office Building • 46 East Bridge Street • Oswego, NY 13126
Phone 315-349-8235 Fax 315-349-8237
Philip R. Church, County Administrator

To: **Oswego County Legislature**
From: **Philip Church, County Administrator**
Date: **5/20/24**
Re: **Appointment of Assigned Counsel Plan Administrator**

PURPOSE: Appointment of Assigned Counsel Plan Administrator.

BACKGROUND: Assigned Counsel Plan Administrator Sara Davis retired Feb 15. The Legislature appointed Supporting Attorney Rachel Dator as Acting Assigned Counsel Plan Administrator by Resolution 59 of 2024. A formal search yielded no other qualified candidates.

Ms. Dator is qualified and very capable of doing the job, already familiar with all aspects of the department and the regulations and reimbursement practices of the NYS Office of Indigent Legal Services. Attached is her resume.

The department currently has two attorneys (a part-time department head and full-time supporting attorney) and two full-time principal account clerks. This Resolution proposes to delete the Supporting Attorney position and change the department head to full-time. Ms. Dator can, and is, performing the duties of both positions.

This proposal adjusts for the decline and stabilizing of caseloads that is occurring as the Public Defender takes on more criminal cases, and it creates savings in salaries and benefits. Regarding caseload decline, the assigned counsel office will always have caseloads because 60% of its work is Family Court, which the Public Defender doesn't do. Assigned Counsel is also the conflict defender, and must take cases that are over the Public Defender's state-mandated limits. Therefore, Assigned Counsel will always have significant caseload.

FISCAL: The proposal saves $70,195 in annual personnel costs.

RECOMMEDNED ACTION: Approve the attached Resolution appointing Rachel Dator as a full-time Assigned Counsel Plan Administrator and deleting the Supporting Attorney position.

Rachael Ann Dator, Esq.

XXX • Oswego, NY 13126 • XXXX • XXXX@gmail.com

BAR CERTIFICATION

New York State Bar, admission since January 2015

EDUCATION

New England Law | Boston — Boston, MA
Juris Doctor — May 2014

Honors: Dean's Scholarship Recipient (50% of tuition)
Dean's List Fall 2012 – Spring 2014

Concentration: Pathways Program for Criminal Law and Family Law

University of Illinois, Urbana-Champaign — Urbana-Champaign, IL
Bachelor of Science in English and Political Science — May 2011

LEGAL EXPERIENCE

Oswego County Assigned Counsel Program — Oswego, NY
Support Attorney — Jan. 2020-Present

- Review and approve all vouchers submitted by attorneys; coordinate with Judges and Courts regarding approving vouchers
- Maintain and edit the Assigned Counsel portion of the County website
- Onboard and supervise new attorneys to the 18-b plan
- Supervise and interface with the Voucher Review Committee, the Screening Committee, and the Complaint Advisory Committee
- Data Officer for Office of Indigent Legal Services ("ILS"), which includes coordinating with the Tecana Voucher Program to make sure data is being captured appropriately and reporting to ILS throughout the year for grant reimbursement purposes
- Liaison between the Assigned Counsel Program, the attorneys, and the courts

New York State Unified Court System — Oswego, NY
Court Attorney for the Honorable James K. Eby — Jan. 2019-Dec. 2019

- Assisted Judge by researching complex legal questions
- Assisted Judge with writing decisions
- Met with and organized attorneys and parties for pre-trial purposes to resolve matters without the need for a trial
- Assisted Judge on the day-to-day docket; organized files and identified legal issues for each case

Oswego County District Attorney's Office — Oswego, NY
Assistant District Attorney — May 2017-Dec. 2018

- Handled criminal proceedings in majority of courts in Oswego County, including City, Town/Village, and County courts
- Primary Assistant District Attorney for misdemeanor sexual abuse cases, animal abuse cases, and welfare fraud cases
- Experience in violation, misdemeanor, and felony level cases

Nelson Law Firm — Oswego, NY
Associate Attorney — Dec. 2015-May 2017

- Attorney for the Oswego County Department of Social Services ("OCDSS")
  - Comprehensive legal support to all divisions, including Adult Protective Services and Child Protective Services
  - Appeared on and litigated child support matters, including child support sanctions
  - Appeared on and litigated neglect, abuse, and severe abuse cases
  - Appeared on and litigated administrative hearings
  - Drafted and filed emergency removal, neglect, abuse, and severe abuse petitions
  - Drafted various motions relating to litigation
- Prepared and reviewed real estate transaction documents; negotiated terms and conditions; examined transference of title documentation; attended real estate closings; experience with representing buyer, seller, and bank
- Represented various municipalities in town courts; attendance and legal support at town board, planning board, and zoning board meetings at various municipalities

POSITION CLASS TITLE: **ADMINISTRATOR - INDIGENT DEFENDANTS**

JURISDICTIONAL CLASS: Non-competitive
CIVIL DIVISION: County
AUTHORIZATION: Personnel Officer/December 1978 (Revised 6/16, 8/16, 6/24)

POSITION CLASS DEFINITION:
Essential nature of work, degree of difficulty and responsibility.

Administers a bar association rotational plan for indigent defendants charged with a crime or assigned in Family Court, as required by Article 18-b of the County Law. The incumbent coordinates a service plan to provide legal representation for individuals who are financially unable to afford legal counsel and performs related work as required.

The Administrator assigns and supervises the professional, technical, and clerical personnel in the investigation, preparation, and appeal of any court proceedings involving indigent defendants. The work is performed under the guidelines provided by law.

PRIMARY WORK ACTIVITIES:
Typical activities characteristic of the class.

-- Oversees annual budget for the Assigned Counsel Program and monitors the Indigent Legal Services grant;
-- Maintains a listing of attorneys who can be assigned to represent indigent defendants charged with a crime and provides the list to all courts within the County;
-- Records and monitors the cases of indigent defendants who have been assigned legal representation by the courts;
-- Supervises all appellate court proceedings for indigent cases;
-- Supervises the review of claims and approves payment of vouchers submitted by attorneys assigned to represent eligible clients;
-- Supervises Assigned Counsel Program staff regarding compliance with grant reporting requirements
-- Supervises and maintains attorney reviews and onboarding of new attorneys, panel recertifications, and new attorney applications
-- Liaises with Case Database System and manages new updates to the system to reflect changes in grant reporting requirements
-- Prepares and submits grant applications to the New York Office of Legal Services and tracks expenditures and reimbursements of grant monies received;
-- Reviews and approves contractual agreements;
-- Liaises with courts and the bar regarding plan requirements and programs;
-- Prepares and submits the annual report to the NYS Unified Court System;
-- Provides appropriate data to courts regarding public defense services;
-- Maintains records of payments for legal assistance;
-- Maintains records and prepares reports as needed for various agencies.
-- Participates in oversight committees per the Assigned Counsel Plan

ADMINISTRATOR - INDIGENT DEFENDANTS (PT) (0008)

KNOWLEDGE, SKILLS AND ABILITIES:
Summary of full performance level characteristics.

GOOD KNOWLEDGE OF: court procedures and practices; provisions of the Criminal Procedure Law, CPLR, Penal Law, Family Court Act; and state/county administrative and governmental budgetary procedures;

ABILITY TO:56. draw conclusions and make recommendations; 38. deal effectively with the general public and other departments or agencies; 25. communicate effectively, both orally and in writing; 112. obtain facts through observation, interview, and investigation; 49. develop and maintain effective working relationships;8. analyze and organize data; 150. prepare detailed written reports and procedures; assign and review the work of others.

MINIMUM QUALIFICATIONS:
Education, specialized background, training and experience.

Graduation from an accredited college or university with a bachelors degree or higher: AND

Graduation from an American Bar Association accredited Law School and seven (7) years of experience as a practicing attorneywith experience in Family Court, local criminal/County Court and the Appellate Division.

REQUIRED CERTIFICATION/LICENSE:
Established by statute, rule or regulation governing position.

Possession of a current license to practice law in NYS.

**Position designated as policy influencing and/or confidential per the Rules for the Classified Civil Service of Oswego County

POSITION REQUEST/DELETE BUDGET FORM

DEPARTMENT: **ASSIGNED COUNSEL** **DIVISION/UNIT (NUMBER):** A1170

A. NEW POSITION REQUEST

1. Position Title Requested:

2. Bargaining Unit: ☐ CO-OP ☐ Highway ☐ Silver Star ☐ Deputies ☐ OCPA ☐ Mgmt.

3. a. Bargaining Unit – Hourly Rate from Grade plan: _____ Grade: _____

   b. Management or OCPA – Salary Requested: _____ Grade: _____

4. Percent of Federal and or State Reimbursement: ____ Fringe Reimbursed: ☐ Yes ☐ No

5. Justification of Need (Use additional sheets as necessary):

6. Complete New Position Duties Statement (p. 3 & 4).

B. RECLASSIFICATION REQUEST

1. Present Title: Assigned Counsel Plan 2. Position #: 142000801

3. Present Salary/Hourly Rate: $87,186 Grade: NA

4. Requested Title: Assigned Counsel Plan Administrator

5. Requested Salary: _____

   a. Bargaining Unit: _____ Hourly Rate: _____ Grade: _____

   b. Management or OCPA – Salary Requested: $126,358 Grade: 80

6. Percent of Federal and/or State Reimbursement: 56% Fringe Reimbursed: ☒ Yes ☐ No

7. Justification of Need (use additional sheets as necessary): *The Assigned Counsel Plan Administrator position is being made full-time and will assume the duties of the Supporting Attorney, which is being deleted.*

8. Complete New Position Duties Statement (p. 3 & 4).

C. POSITION DELETION

1. Title to be Deleted: Supporting Attorney

2. Position # 117049901

3. Salary Savings: $109,025

4. Reason for Deletion:

Supporting Attorney job responsibilities are being combined with the Assigned Counsel Plan Administrator's duties and the plan administrator is being made full-time.

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 152

RESOLUTION AUTHORIZING THE CREATION OF ONE PART-TIME INFORMATION OPERATIONS COORDINATOR POSITION

By Legislator David Holst:

WHEREAS, Per Executive Order 18 of 2022, Preventing and Responding to Domestic Terrorism, each New York State County was tasked with developing a Domestic Terrorism Plan; and

WHEREAS, in 2022 under the director of the Oswego County Legislature, a team worked to create the Oswego County Domestic Terrorism Plan Report which was adopted by the Oswego County Legislature and approved by the State of New York; and

WHEREAS, in 2022 under the Leadership of the Oswego County Sheriff's Department as the designated lead agency by the County Legislature Chairman, and in collaboration with government and non-government agencies a review of existing policies, plans, and procedures pertinent to Terrorism has been conducted to produce a comprehensive Terrorism Plan; and

WHEREAS, in order to execute and implement the plan by developing written policies and procedures as needed to ensure proper handling of information throughout all county agencies; and

NOW, upon recommendation of the Government Courts and Consumer Affairs Committee with approval of the Finance and Personnel Committee of this body; be it

RESOLVED, that this body authorizes the creation of one part-time Information Operations Coordinator, at an annual salary of $31,000.00, to follow the management compensation plan and will report to the Oswego County Sheriff; and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer and Human Resources Director shall by their authority to make such adjustments.

ADOPTED BY VOICE VOTE ON JUNE 13, 2024:
YES: 21 NO: 0 ABSENT: 4 ABSTAIN: 0

Authorized Budget Modification **Res. 152 of 2024**

A3110 415000	**$31,000.00**
A3110 590308	**$2,372.00**
A3110 545500 DTPA	**$139,041.00**
A3110 433890 DTPA	**($172,413.00)**

OFFICE OF THE CHAIRMAN
OSWEGO COUNTY LEGISLATURE

Phone (315) 349-8230
Fax (315) 349-8237

COUNTY OFFICE BUILDING - 46 EAST BRIDGE STREET OSWEGO, NEW YORK 13126

JIM WEATHERUP
CHAIRMAN
EMAIL: james.weatherup@oswegocounty.com

BETSY SHERMAN-SAUNDERS
CLERK OF THE LEGISLATURE
EMAIL: betsy.saunders@oswegocounty.com

INFORMATIONAL MEMORANDUM

Subject: Request for authorization to create a new part-time position, Information Operations Coordinator.

Purpose: This is to request a new part time position classified as the information Operations Coordinator.

Summary: This position involves handling, collating and dissemination of information related primarily to law enforcement, first responders and related safety issues in the county. The coordinator will be responsible for facilitating efficient interagency coordination of preventive initiatives, and responses to public safety issues. They will be responsible for interacting with all county level agencies, local agencies and state and federal agencies involved in collection, analysis, response and any other use of specific and general information relating to public safety issues. This interaction will be for the purpose of collecting and collating information to ascertain its applicability to inherent safety issues and use in prevention and response. The coordinator will be responsible for developing written policies and procedures as needed to ensure proper handling of information is occurring throughout all county agencies. The coordinator will develop, perform and present related training to any agencies as deemed necessary, appropriate or otherwise required. The coordinator will report to the Oswego County Sheriff. Should funds run out this position will be deleted.

Recommended To authorize creation of a part-time Information Operations Coordinator in the amount of $31,000.00.

Fiscal Impact: This position is fully funded through a NYS DHSES Domestic Terrorism Prevention (DTP) Grant Program

POSITION REQUEST/DELETE BUDGET FORM

DEPARTMENT: 1010 **DIVISION/UNIT (NUMBER):**

A. NEW POSITION REQUEST

1. Position Title Requested: Information Operations Coordinator

2. Bargaining Unit: ☐ CO-OP ☐ Highway ☐ Silver Star ☐ Deputies ☐ OCPA ☒ Mgmt.

3. a. Bargaining Unit – Hourly Rate from Grade plan: _____ Grade: _____

   b. Management or OCPA – Salary Requested: $31,000. Grade: _____

4. Percent of Federal and or State Reimbursement: ____ Fringe Reimbursed: ☐ Yes ☐ No

5. Justification of Need (Use additional sheets as necessary):

   The primary goal of the position is to assist in the implementation of the County Terrorism plan. Other related assignments may be included in the job. - Part-time/temporary

6. Complete New Position Duties Statement (p. 3 & 4).

B. RECLASSIFICATION REQUEST

1. Present Title: 2. Position #:

3. Present Salary/Hourly Rate: Grade:

4. Requested Title:

5. Requested Salary: _____

   a. Bargaining Unit: _____ Hourly Rate: _____ Grade: _____

   b. Management or OCPA – Salary Requested: _____ Grade: _____

6. Percent of Federal and/or State Reimbursement: ____ Fringe Reimbursed: ☐ Yes ☐ No

7. Justification of Need (use additional sheets as necessary):

8. Complete New Position Duties Statement (p. 3 & 4).

C. POSITION DELETION

1. Title to be Deleted:

2. Position #

3. Salary Savings:

4. Reason for Deletion:

Civil Service Law: Section 22. Certification for positions. Before any new positions in the service of a civil division shall be created or any existing position in such service shall be reclassified, the proposal therefore, including a statement of the duties of the position, shall be referred to the municipal commission having jurisdiction and such commission shall furnish a certificate stating the appropriate civil service title for the proposed position or the position to be reclassified. Any such new position shall be created or any such position reclassified only with the title approved and certified by the commission.	OSWEGO COUNTY HUMAN RESOURCES DEPARTMENT **NEW POSITION DUTIES STATEMENT** Department head or other authority requesting the creation of a new position, prepare a separate description for each new position to be created except that one description may cover two or more identical positions in the same organizational unit. Forward two typed copies to this office.

1. DEPARTMENTS/SCHOOL DISTRICT/TOWN OR VILLAGE	DIVISION, UNIT, OR WORK SECTION	LOCATION OF POSITION
		Legislature

2. DESCRIPTION OF DUTIES: **Describe the work in sufficient detail to give a clear word picture of the job. Use a separate Paragraph for each kind of work and describe the more important or time-consuming duties first. In the left column, estimate how the total working time is divided.**

Title requested: *Information Operations Coordinator*

PERCENT OF WORK TIME	
	This position will be responsible to facilitate efficient interagency coordination of preventive initiatives, and responses to public safety issues
	This position involves handling, collating and dissemination of information related primarily to law enforcement, first responder and related safety issues in the county
	The incumbent will be responsible for interacting with all county level agencies, local agencies and state and federal agencies involved in collection, analysis, response and any other use of specific and general information relating to public safety issues.
	The incumbent will be responsible to develop written policies and procedures as needed to ensure proper handling of information is occurring throughout all county agencies.
	The incumbent will develop, perform and present related training to any agencies as deemed necessary, appropriate or otherwise required
	The incumbent will report directly to the Sheriff and all work will be directed by the Sheriff with the intent of promoting preventive safety measures and developing and employing response activities as necessary.
	will work closely with the Sheriff's deparment
	(Attach additional sheets if more space is needed)

3. Names and titles of person supervising (general, direct, administrative, etc.).

NAME	TITLE	TYPE OF SUPERVISION
Donald Hilton	Sheriff	Reports to the Sheriff

4. Names and titles of persons supervised by employee in this position.

NAME	TITLE	TYPE OF SUPERVISION

5. Names and titles of persons doing substantially the same kind and level of work as will be done by the incumbent of this new position.

NAME	TITLE	LOCATION OF POSITION

6. What minimum qualifications do you think should be required for this position?

Education: ☐ **High School** _____ **years**

☒ **College** 4 **years, with specialization in** Communications, history or Social Work

☒ **Other** 10 **years, with specialization in** Law Encorcement, First Responder, Military

Experience (list amount and type): *Military, Law Enforcemtn and First Responder.*

Essential knowledge, skills and abilities: *Good personal commincations in both verbal and writing skills. This applicant shall be responsible to develop written policies and procedures as needed to ensure proper handling of information is occurring throughout all county agencies*

Type of license or certificate required:

7. The above statements are accurate and complete.

Date: **Title:** **Signature:**

CERTIFICATE OF OSWEGO COUNTY PERSONNEL OFFICER

8. In accordance with the provisions of Civil Service Law (Section 22), the Oswego County Personnel Officer certifies that the appropriate civil service title for the position described is:

POSITION CLASS TITLE:

JURISDICTIONAL CLASS:

Date: **Signature:**

PART-TIME/TEMPORARY BUDGET REQUEST FORM

DEPARTMENT: **DIVISION/UNIT (NUMBER):**

1. Please provide the following information for positions which you intend to employ on a part-time/temporary basis:

TITLE	POSITION NUMBER	HOURS/ WEEK	HOURLY RATE	NO. WEEKS	JUSTIFY THE NEED FOR EACH TITLE	DOLLARS REQUESTED

(Add pages as needed.)

-OVER-

PART-TIME/TEMPORARY BUDGET REQUEST FORM

2. Total Part-time/Temporary dollars requested for next year: $
3. Total Part-time/Temporary dollars budgeted in current year: $
4. Complete a "New Position Duties Statement" (p. 3). This is required only if this is a new position or title requested.

OTHER HOURS BUDGET REQUEST FORM

DEPARTMENT:	DIVISION/UNIT (NUMBER):

CATEGORY:	AMT IN CURRENT BUDGET:	AMT BUDGETED NEXT YEAR:	POSITIONS AFFECTED:	JUSTIFICATION:
Retention & Recruitment Incentive (511000)				
Overtime (512000)				
Shift Differential (514100)				
Vacation Buy Back (514200)				
Additional Hours (514300)				
Holiday Premium (514400)				
Call Time (514500)				
207-C Wages (514600)				

COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST

2024

ACCOUNT NUMBER			ACCOUNT NUMBER				
ORG	OBJECT	PROJ	ORG	OBJECT	PROJ	DESCRIPTION	DOLLAR AMOUNT
A3110	514000					Temporary & Part Time Salaries - Sheriff	$ 31,000.00
A3110	590308					Social Security	$ 2,372.00
A3110	545500	DTPA					$ 139,041.00
			A3110	433890	DTPA		$ (172,413.00)

Donald R. Hilton

DEPARTMENT HEAD DATE

*DIRECTOR OF HUMAN RESOURCES DATE

*If Personnel Services are impacted

6324

COUNTY ADMINISTRATOR DATE

Dan Hilt 6-3-24

CHAIRPERSON DATE

COUNTY TREASURER DATE

Ver. 7.18.23

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 153

RESOLUTION AUTHORIZING THE ADDITION OF TWO NEW ATTORNEY POSITIONS IN PUBLIC DEFENDER'S OFFICE

By Legislator David Holst:

WHEREAS, in order to better reflect the duties and responsibilities required of the personnel who assist the Public Defender in leading staff and operations within the Public Defender's Office; and

WHEREAS, in order to staff this unit with sufficient resources to conform with NYS standards for representing the indigent population accused of crimes within this County; and

WHEREAS, the proposed restructuring within the office to provide for another two Assistant Public Defenders to aid in the mission of representing clients in court has been reviewed by the Director of Human Resources with a recommendation to add two new positions to the title of Assistant Public Defender; and

NOW, upon recommendation of the Government and Courts Committee with approval of the Finance and Personnel Committee of this body, be it

RESOLVED, that two new positions of Assistant Public Defender, Grade 70, in the Management Personnel Compensation Plan be created in the Management Personnel Compensation Plan, contingent upon ILS Funding; and be it further

RESOLVED, that certified copies of this resolution delivered to the County Treasurer, Budget Officer, and Director of Human Resources shall be their authority to make such changes.

ADOPTED BY VOICE VOTE ON JUNE 13, 2024:
YES: 20 NO: 1 ABSENT: 4 ABSTAIN: 0

Authorized Budget Modification	**Res. 153 of 2024**
A1171 511000	**($78,255.00)**
A 159900	**($11,519.00)**
A1171 511000	**$83,394.00**
A1171 590308	**$6,380.00**

LOUIS R. LOMBARDI
PUBLIC DEFENDER

OSWEGO COUNTY
PUBLIC DEFENDER'S OFFICE

COUNTY BUILDING
44 E. BRIDGE STREET, SUITE 301
OSWEGO, NEW YORK 13126
(315) 746-4210
www.oswegocounty.com

TO: **Philip Church, County Administrator**
FROM: **Louis R. Lombardi, Public Defender**
DATE: **05/17/2024**
RE: **Personnel Request – Two Additional Assistant Public Defenders**

INFORMATIONAL MEMORANDUM

SUBJECT:
Request for two new Assistant Public Defender positions in the Public Defender's Office.

BACKGROUND:
The Public Defender's Office represents indigent individuals within the County of Oswego. Since the office began taking cases in July of 2023, the number of new cases assigned has significantly increased. To maintain caseload standards pursuant to the *Hurrell-Harring v. The State of New York Settlement*, additional attorneys will be needed prior to taking on the remaining assignments in Oswego County.

FISCAL IMPACT:
Adding two additional Assistant Public Defenders will increase the 2024 budget by $179,548: $166,788 for the salary and $12,760 for Social Security. The current Hurrell-Harring Contract will cover $143,750 of the salary and 100% of the fringe, resulting in an annual cost to the county of $23,038. Based on a hire date of July first the county cost for two additional APD positions for the remainder of 2024 would be $11,519.

NYS ILS Currently funds eight full-time and two part-time Assistant Public Defender positions. The Public Defender's Office is currently budgeted for eight full-time APD positions, two of which are currently filled by part-time attorneys.

As the Public Defender's Office takes on more cases, the expenses of the assigned counsel program should drastically decrease.

RECOMMENDATION:
Approve this personnel request adding two new Assistant Public Defender positions to the Public Defender's Office, contingent upon ILS Funding.

ATTACHMENT B-1

BUDGET

Office of Indigent Legal Services
SECOND STATEWIDE EXPANSION OF HURRELL-HARRING
April 1, 2024 - March 31, 2027

COUNTY OF OSWEGO

Total Contract Amount: $9,426,677.94

Budget Expenditure Item	Year 1 4/1/2024 - 3/31/2025	Year 2 4/1/2025 - 3/31/2026	Year 3 4/1/2026 - 3/31/2027
PUBLIC DEFENDER			
Personnel:			
Chief Public Defender - Salary	$151,270.00	$151,270.00	$151,270.00
First Assistant Public Defender - Salary	$110,000.00	$110,000.00	$110,000.00
(2) Senior Assistant Public Defenders - Salary	$160,000.00	$160,000.00	$160,000.00
(2) Assistant Public Defenders (PT) - Salary	$100,000.00	$100,000.00	$100,000.00
(8) Assistant Public Defenders - Salary	$575,000.00	$575,000.00	$575,000.00
Case Manager - Salary	$54,769.00	$54,769.00	$54,769.00
Investigator - Salary	$55,597.00	$55,597.00	$55,597.00
(2) Paralegals - Salary	$90,856.00	$90,856.00	$90,856.00
Secretary - Salary	$46,835.00	$46,835.00	$46,835.00
(2) Typists - Salary	$60,934.00	$60,934.00	$60,934.00
Interns - Salary	$30,000.00	$30,000.00	$30,000.00
Fringe	$843,140.86	$843,140.86	$843,140.86
Subtotal Personnel	**$2,278,401.86**	**$2,278,401.86**	**$2,278,401.86**
Contracted/Consultant:			
Specialized Services	$53,369.95	$53,369.95	$53,369.95
Subtotal Contracted/Consultant	**$53,369.95**	**$53,369.95**	**$53,369.95**
OTPS:			
Rent & Ongoing Building Expenses	$37,824.00	$37,824.00	$37,824.00
Office Supplies/Equipment/Offce Furniture	$17,500.00	$17,500.00	$17,500.00
CMS/Software/Data Storage	$17,500.00	$17,500.00	$17,500.00
Legal Reference Materials/Periodicals/ Online Legal Research Services	$20,000.00	$20,000.00	$20,000.00
Professional Licenses/Professional Membership Dues	$15,000.00	$15,000.00	$15,000.00
CLE Trainings/Trainings/Convenings	$20,000.00	$20,000.00	$20,000.00
Travel/Mileage	$8,000.00	$8,000.00	$8,000.00
Recruitment	$10,000.00	$10,000.00	$10,000.00
Subtotal OTPS	**$145,824.00**	**$145,824.00**	**$145,824.00**
PUBLIC DEFENDER - TOTAL	**$2,477,595.81**	**$2,477,595.81**	**$2,477,595.81**

Budget Expenditure Item	Year 1 4/1/2024 - 3/31/2025	Year 2 4/1/2025 - 3/31/2026	Year 3 4/1/2026 - 3/31/2027
ASSIGNED COUNSEL PROGRAM			
Personnel:			
ACP Administrator - Salary	$140,000.00	$144,200.00	$148,526.00
Administrative Professional - Salary	$39,600.00	$40,788.00	$42,011.64
Administrative Professional - Salary Increase	$7,364.50	$7,585.44	$7,813.00
Fringe	$125,892.73	$125,892.73	$125,892.73
Subtotal Personnel	**$312,857.23**	**$318,466.17**	**$324,243.37**
Contracted/Consultant:			
Appellate/Litigation Support	$3,000.00	$3,000.00	$3,000.00
Opiate Court Attorney	$2,500.00	$2,500.00	$2,500.00
Mentor Program	$40,500.00	$40,500.00	$40,433.74
Second Chair Program	$50,000.00	$50,000.00	$50,000.00
Specialized Services	$60,000.00	$60,000.00	$60,000.00
Subtotal Contracted/Consultant	**$156,000.00**	**$156,000.00**	**$155,933.74**
OTPS:			
Office Supplies/Equipment/Office Furniture	$10,000.00	$10,000.00	$10,000.00
Legal Reference Materials/Periodicals/ Online Legal Research Services	$17,442.00	$17,442.00	$17,442.00
Professional Licenses/Professional Membership Dues	$14,550.00	$14,550.00	$14,550.00
CLE Trainings/Trainings/Convenings	$10,000.00	$10,000.00	$10,000.00
Travel/Mileage	$138,138.00	$138,138.00	$138,138.00
Subtotal OTPS	**$190,130.00**	**$190,130.00**	**$190,130.00**
ASSIGNED COUNSEL PROGRAM - TOTAL	**$658,987.23**	**$664,596.17**	**$670,307.11**
TOTAL	**$3,136,583.04**	**$3,142,191.98**	**$3,147,902.92**
THREE-YEAR TOTAL	**$9,426,677.94**		

POSITION REQUEST/DELETE BUDGET FORM

DEPARTMENT: **Public Defender** **DIVISION/UNIT (NUMBER):** A1171

A. NEW POSITION REQUEST

1. Position Title Requested: Assistant Public Defender

2. Bargaining Unit: ☐ CO-OP ☐ Highway ☐ Silver Star ☐ Deputies ☐ OCPA ☒ Mgmt.

3. a. Bargaining Unit – Hourly Rate from Grade plan: _____ Grade: _____

   b. Management or OCPA – Salary Requested: $83,394 Grade: SG70

4. Percent of Federal and or State Reimbursement: ____ Fringe Reimbursed: ☐ Yes ☐ No

5. Justification of Need (Use additional sheets as necessary):

   To maintain caseload standards pursuant to the Hurrell-Harring v. The State of New York Settlement, additional attorneys will be needed prior to taking on the remaining assignments in Oswego County.

   **Funding may be covered by NYS ILS.*

6. Complete New Position Duties Statement (p. 3 & 4).

B. RECLASSIFICATION REQUEST

1. Present Title: 2. Position #:

3. Present Salary/Hourly Rate: Grade:

4. Requested Title:

5. Requested Salary: _____

   a. Bargaining Unit: _____ Hourly Rate: _____ Grade: _____

   b. Management or OCPA – Salary Requested: _____ Grade: _____

6. Percent of Federal and/or State Reimbursement: ____ Fringe Reimbursed: ☐ Yes ☐ No

7. Justification of Need (use additional sheets as necessary):

8. Complete New Position Duties Statement (p. 3 & 4).

C. POSITION DELETION

1. Title to be Deleted:

2. Position #

3. Salary Savings:

4. Reason for Deletion:

Civil Service Law: Section 22. Certification for positions. Before any new positions in the service of a civil division shall be created or any existing position in such service shall be reclassified, the proposal therefore, including a statement of the duties of the position, shall be referred to the municipal commission having jurisdiction and such commission shall furnish a certificate stating the appropriate civil service title for the proposed position or the position to be reclassified. Any such new position shall be created or any such position reclassified only with the title approved and certified by the commission.	**OSWEGO COUNTY HUMAN RESOURCES DEPARTMENT** **NEW POSITION DUTIES STATEMENT** **Department head or other authority requesting the creation of a new position, prepare a separate description for each new position to be created except that one description may cover two or more identical positions in the same organizational unit. Forward two typed copies to this office.**

1. DEPARTMENTS/SCHOOL DISTRICT/TOWN OR VILLAGE Oswego County Public Defender	DIVISION, UNIT, OR WORK SECTION	LOCATION OF POSITION

2. DESCRIPTION OF DUTIES: **Describe the work in sufficient detail to give a clear word picture of the job. Use a separate Paragraph for each kind of work and describe the more important or time-consuming duties first. In the left column, estimate how the total working time is divided.**

Title requested: *Assistant Public Defender*

PERCENT OF WORK TIME	
25%	*Maintains and manages a significant caseload of clients;*
15%	*Appear with defendants on a regular basis in the various Criminal Courts and/or Family Court in Oswego County;*
10%	*Researches, drafts and orally argues motions and other legal matters including Family Court orders, motions, petitions, judicial subpoena duces tecum and general subpoenas;*
5%	*Performs leagl research and writes memoranda;*
10%	*Represents defendants in trials of felony, misdemeanor and or/violation offenses;*
15%	*Represents petitioners/respondents in Family Court appearances and hearings;*
5%	*Meets with Family Court clients including their extended family members or others in support of their case;*
5%	*Meets with clients in custody and maintain communication with them and, when appropriate, their families;*
5%	*Assists in the administration of the Public Defender's Office in their absence;*
5%	*Performs other related duties as required.*
	(Attach additional sheets if more space is needed)

3. Names and titles of person supervising (general, direct, administrative, etc.).

NAME	TITLE	TYPE OF SUPERVISION
Louis Lombardi	Public Defender	General
Stephen Arnold	Sr. Assistant Public Defender	Direct

4. Names and titles of persons supervised by employee in this position.

NAME	TITLE	TYPE OF SUPERVISION

5. Names and titles of persons doing substantially the same kind and level of work as will be done by the incumbent of this new position.

NAME	TITLE	LOCATION OF POSITION
Nicholas Williams	Assistant Public Defender	Public Defender's Office

6. What minimum qualifications do you think should be required for this position?

Education: ☐ **High School** _____ **years**

☐ **College** _____ **years, with specialization in** _____

☒ **Other** 3 **years, with specialization in** Law, J.D.

Experience (list amount and type): *Graduation from an ABA accredited law school.*

Essential knowledge, skills and abilities: *Thorough Knowledge of NYS Criminal, Familiy and Estate Law.*

Type of license or certificate required: NYS License to practice law.

7. The above statements are accurate and complete.

Date: 03/04/2023 **Title: Public Defender** **Signature:**

CERTIFICATE OF OSWEGO COUNTY PERSONNEL OFFICER

8. In accordance with the provisions of Civil Service Law (Section 22), the Oswego County Personnel Officer certifies that the appropriate civil service title for the position described is:

POSITION CLASS TITLE:

JURISDICTIONAL CLASS:

Date: **Signature:**

PART-TIME/TEMPORARY BUDGET REQUEST FORM

DEPARTMENT: **DIVISION/UNIT (NUMBER):**

1. Please provide the following information for positions which you intend to employ on a part-time/temporary basis:

TITLE	POSITION NUMBER	HOURS/ WEEK	HOURLY RATE	NO. WEEKS	JUSTIFY THE NEED FOR EACH TITLE	DOLLARS REQUESTED

(Add pages as needed.)

-OVER-

PART-TIME/TEMPORARY BUDGET REQUEST FORM

2. Total Part-time/Temporary dollars requested for next year: $
3. Total Part-time/Temporary dollars budgeted in current year: $
4. Complete a "New Position Duties Statement" (p. 3). This is required only if this is a new position or title requested.

OTHER HOURS BUDGET REQUEST FORM

DEPARTMENT:	DIVISION/UNIT (NUMBER):

CATEGORY:	AMT IN CURRENT BUDGET:	AMT BUDGETED NEXT YEAR:	POSITIONS AFFECTED:	JUSTIFICATION:
Retention & Recruitment Incentive (511000)				
Overtime (512000)				
Shift Differential (514100)				
Vacation Buy Back (514200)				
Additional Hours (514300)				
Holiday Premium (514400)				
Call Time (514500)				
207-C Wages (514600)				

COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST

ACCOUNT NUMBER			ACCOUNT NUMBER				
ORG	OBJECT	PROJ	ORG	OBJECT	PROJ	DESCRIPTION	DOLLAR AMOUNT
A1171	511000					State Aid (Hurrell-Harring Contract CSTWIDE234)	$ (78,255.00)
A	159900					Appropriated Fund Balance	$ (11,519.00)
			A1171	511000		Salaries and Wages Regular	$ 83,394.00
			A1171	590308		Social Security	$ 6,380.00
						To add funds to the Salaries & Wages and Social Secuirty lines	
						of the PD budget for two APD positions. Contingent upon	
						NYS ILS Funding (A)	

Denis Lombardi 05/20/24
DEPARTMENT HEAD DATE

*DIRECTOR OF HUMAN RESOURCES DATE

*If Personnel Services are impacted

[signature] 6324
COUNTY ADMINISTRATOR DATE

[signature] 6-3-24
CHAIRPERSON DATE

COUNTY TREASURER DATE

Ver. 7.18.23

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 154

RESOLUTION AUTHORIZING THE ADDITION OF ONE NEW SENIOR ATTORNEY POSITION IN PUBLIC DEFENDER'S OFFICE

By Legislator David Holst:

WHEREAS, in order to better reflect the duties and responsibilities required of the personnel who assist the Public Defender in leading staff and operations within the Public Defender's Office; and

WHEREAS, in order to staff this unit with sufficient resources to conform with NYS standards for representing the indigent population accused of crimes within this County; and

WHEREAS, the proposed restructuring within the office to provide for one additional Senior Assistant Public Defender to aid in the mission of representing clients in court has been reviewed by the Director of Human Resources with a recommendation to add one new position to the title of Senior Assistant Public Defender; and

NOW, upon recommendation of the Government and Courts Committee with approval of the Finance and Personnel Committee of this body, be it

RESOLVED, that one new position of Senior Assistant Public Defender, Grade 80, in the Management Personnel Compensation Plan be created in the Management Personnel Compensation Plan, contingent upon ILS Funding; and be it further

RESOLVED, that certified copies of this resolution delivered to the County Treasurer, Budget Officer, and Director of Human Resources shall be their authority to make such changes.

ADOPTED BY VOICE VOTE ON JUNE 13, 2024:
YES: 20 NO: 0 ABSENT: 4 ABSTAIN: 0

Authorized Budget Modification	**Res. 154 of 2024**
A 159900	**($50,497.00)**
A1171 511000	**$46,908.50**
A1171 590308	**$3,588.50**

LOUIS R. LOMBARDI
PUBLIC DEFENDER

OSWEGO COUNTY
PUBLIC DEFENDER'S OFFICE

COUNTY BUILDING
44 E. BRIDGE STREET, SUITE 301
OSWEGO, NEW YORK 13126
(315) 746-4210
www.oswegocounty.com

TO: **Philip Church, County Administrator**
FROM: **Louis R. Lombardi, Public Defender**
DATE: **05/17/2024**
RE: **Personnel Request – One Additional Senior Assistant Public Defender**

INFORMATIONAL MEMORANDUM

SUBJECT:
Request for one new Senior Assistant Public Defender position in the Public Defender's Office.

BACKGROUND:
The Public Defender's Office represents indigent individuals within the County of Oswego. Since the office began taking cases in July of 2023, the number of new cases assigned has significantly increased. To maintain caseload standards pursuant to the *Hurrell-Harring v. The State of New York Settlement*, additional attorneys, including this supervising attorney, will be needed prior to taking on the remaining assignments in Oswego County.

FISCAL IMPACT:
Adding one additional Senior Assistant Public Defender will increase the annual budget by $100,994: $93,817 for the salary and $7,177 for Social Security. Based on a start date of July 1, 2024, the 2024 budget impact would be a total of $50,497. As the Public Defender's Office takes on more cases, the expenses of the assigned counsel program should drastically decrease.

NYS Indigent Legal Services may cover the expense of additional positions, budget modifications are being requested.

RECOMMENDATION:
Approve this personnel request adding one new Senior Assistant Public Defender position to the Public Defender's Office, contingent upon ILS Funding.

POSITION REQUEST/DELETE BUDGET FORM

DEPARTMENT: **Public Defender** **DIVISION/UNIT (NUMBER):** A1171

A. NEW POSITION REQUEST

1. Position Title Requested: Senior Assistant Public Defender

2. Bargaining Unit: ☐ CO-OP ☐ Highway ☐ Silver Star ☐ Deputies ☐ OCPA ☒ Mgmt.

3. a. Bargaining Unit – Hourly Rate from Grade plan: _____ Grade: _____

   b. Management or OCPA – Salary Requested: $93,817 Grade: SG80

4. Percent of Federal and or State Reimbursement: ____ Fringe Reimbursed: ☐ Yes ☐ No

5. Justification of Need (Use additional sheets as necessary):

   A third Sr. Assistant Public Defender is needed to assist in overseeing the Assistant Public Defender's.

   **Funding may be covered by NYS ILS.*

6. Complete New Position Duties Statement (p. 3 & 4).

B. RECLASSIFICATION REQUEST

1. Present Title: 2. Position #:

3. Present Salary/Hourly Rate: Grade:

4. Requested Title:

5. Requested Salary: _____

   a. Bargaining Unit: _____ Hourly Rate: _____ Grade: _____

   b. Management or OCPA – Salary Requested: _____ Grade: _____

6. Percent of Federal and/or State Reimbursement: ____ Fringe Reimbursed: ☐ Yes ☐ No

7. Justification of Need (use additional sheets as necessary):

8. Complete New Position Duties Statement (p. 3 & 4).

C. POSITION DELETION

1. Title to be Deleted:

2. Position #

3. Salary Savings:

4. Reason for Deletion:

Civil Service Law: Section 22. Certification for positions. Before any new positions in the service of a civil division shall be created or any existing position in such service shall be reclassified, the proposal therefore, including a statement of the duties of the position, shall be referred to the municipal commission having jurisdiction and such commission shall furnish a certificate stating the appropriate civil service title for the proposed position or the position to be reclassified. Any such new position shall be created or any such position reclassified only with the title approved and certified by the commission.	OSWEGO COUNTY HUMAN RESOURCES DEPARTMENT **NEW POSITION DUTIES STATEMENT** Department head or other authority requesting the creation of a new position, prepare a separate description for each new position to be created except that one description may cover two or more identical positions in the same organizational unit. Forward two typed copies to this office.

1. DEPARTMENTS/SCHOOL DISTRICT/TOWN OR VILLAGE Oswego County Public Defender	DIVISION, UNIT, OR WORK SECTION	LOCATION OF POSITION

2. DESCRIPTION OF DUTIES: Describe the work in sufficient detail to give a clear word picture of the job. Use a separate Paragraph for each kind of work and describe the more important or time-consuming duties first. In the left column, estimate how the total working time is divided.

Title requested: *Senior Assistant Public Defender*

PERCENT OF WORK TIME	
25%	*Represents and counsels indigent persons;*
10%	*Researches, drafts and presents oral arguments of pre-trial motions;*
5%	*Performs legal research and writes memoranda;*
15%	*Oversees and reviews work performed by Assistant Public Defenders;*
15%	*Provides guidance and feedback to Assistant Public Defenders;*
5%	*Accompanies new defense attorneys to court after initial hiring;*
5%	*Provides legal training and skill development workshops for defense attorneys as requested by the Public Defender;*
10%	*Answers legal motions and discovery demands;*
5%	*Meets with defendants and witnesses;*
5%	*Assists in the administration of the Public Defender's Office in their absence.*
	(Attach additional sheets if more space is needed)

3. Names and titles of person supervising (general, direct, administrative, etc.).

NAME	TITLE	TYPE OF SUPERVISION
Louis Lombardi	Public Defender	Direct
Bradley Janson	1st Assistant Public Defender	Direct

4. Names and titles of persons supervised by employee in this position.

NAME	TITLE	TYPE OF SUPERVISION
	APD	Direct
	APD	Direct
	Paralegal	Direct

5. Names and titles of persons doing substantially the same kind and level of work as will be done by the incumbent of this new position.

NAME	TITLE	LOCATION OF POSITION
Stephen Arnold	Sr. Assistant Public Defender	Public Defender's Office
Caleb Petzoldt	Sr. Assistant Public Defender	Public Defender's Office

6. What minimum qualifications do you think should be required for this position?

Education: ☐ **High School** _____ **years**

☐ **College** _____ **years, with specialization in** _____

☒ **Other** 3 **years, with specialization in** Law, J.D.

Experience (list amount and type): *Graduation from an ABA accredited law school and two (2) years of experience in the practice of criminal law and/or in Family Court.*

Essential knowledge, skills and abilities: *Thorough Knowledge of NYS Criminal, Familiy and Estate Law. Ability to: prepare and present legal cases; maintain high levels of confidentiality, communicate effectively; understand & interpret complex written material; deal effectively with others; make sound decisions; execute good judgment in evaluating situations, establishing priorities & making decisions.*

Type of license or certificate required: NYS License to practice law.

7. The above statements are accurate and complete.

Date: 04/17/2024 **Title: Public Defender** **Signature:**

CERTIFICATE OF OSWEGO COUNTY PERSONNEL OFFICER

8. In accordance with the provisions of Civil Service Law (Section 22), the Oswego County Personnel Officer certifies that the appropriate civil service title for the position described is:

POSITION CLASS TITLE:

JURISDICTIONAL CLASS:

Date: **Signature:**

PART-TIME/TEMPORARY BUDGET REQUEST FORM

DEPARTMENT: **DIVISION/UNIT (NUMBER):**

1. Please provide the following information for positions which you intend to employ on a part-time/temporary basis:

TITLE	POSITION NUMBER	HOURS/ WEEK	HOURLY RATE	NO. WEEKS	JUSTIFY THE NEED FOR EACH TITLE	DOLLARS REQUESTED

(Add pages as needed.)

-OVER-

PART-TIME/TEMPORARY BUDGET REQUEST FORM

2. Total Part-time/Temporary dollars requested for next year: $
3. Total Part-time/Temporary dollars budgeted in current year: $
4. Complete a "New Position Duties Statement" (p. 3). This is required only if this is a new position or title requested.

OTHER HOURS BUDGET REQUEST FORM

DEPARTMENT:	DIVISION/UNIT (NUMBER):

CATEGORY:	AMT IN CURRENT BUDGET:	AMT BUDGETED NEXT YEAR:	POSITIONS AFFECTED:	JUSTIFICATION:
Retention & Recruitment Incentive (511000)				
Overtime (512000)				
Shift Differential (514100)				
Vacation Buy Back (514200)				
Additional Hours (514300)				
Holiday Premium (514400)				
Call Time (514500)				
207-C Wages (514600)				

COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST

ACCOUNT NUMBER			ACCOUNT NUMBER				
ORG	OBJECT	PROJ	ORG	OBJECT	PROJ	DESCRIPTION	DOLLAR AMOUNT
A	159900					Appropriated Fund Balance	$ (50,497.00)
			A1171	511000		Salaries and Wages Regular	$ 46,908.50
			A1171	590308		Social Security	$ 3,588.50
						To add funds to the Salaries & Wages and Social Secuirty lines	
						of the PD budget for one Sr. APD position, Contingent upon	
						NYS ILS funding.	

Louis Lombardo 05/20/24
DEPARTMENT HEAD DATE

*DIRECTOR OF HUMAN RESOURCES DATE

*If Personnel Services are impacted

6 3 24
COUNTY ADMINISTRATOR DATE

6-3-24
CHAIRPERSON DATE

COUNTY TREASURER DATE

Ver. 7.18.23

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 155

RESOLUTION AUTHORIZING THE EXECUTION OF TWO SEPARATE QUITCLAIM DEEDS ON BEHALF OF THE COUNTY OF OSWEGO

By Legislator David Holst:

WHEREAS, the county has foreclosed and allowed former owners to repurchase properties from time to time; and

WHEREAS, intervening events and/or inadvertent errors in the issuance of tax deeds may clause clouds on title the county no longer owns; and

WHEREAS, the issuance of a quitclaim deed can, in certain circumstances, remove the cloud on title; and

WHEREAS, the county has been contacted by two separate property owners and/or their attorneys requesting quitclaim deeds issue; and

WHEREAS, a resolution is both necessary and desirable,

NOW, THEREFORE, upon recommendation of the General Government Committee, it is hereby

RESOLVED, that the County Treasurer be, and is hereby authorized to issue a quitclaim deed to Timothy Mattner as Executor of the Estate of Lynn Mattner, 21101 Kingsland Blvd., Apt. 231, Katy, Texas regarding a prior repurchase conveyance from the county and deed issued to Donald Mattner and Lynn Mattner (now both deceased) concerning Tax Map Parcel No.: 119.00-01-20.020; and, it is further

RESOLVED, that the County Treasurer be and is hereby authorized to issue a quitclaim deed to correct and/or confirm a 2007 tax deed regarding 96 Pratt Drive in the Town of Granby, Tax Map No.: 217.00-05-03.000 to Kim E. Heins of 354 State Route 104A, Hannibal, New York.

ADOPTED BY CONCENT VOTE ON JUNE 13, 2024:
YES: 20 NO: 0 ABSENT: 5 ABSTAIN: 0

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 156

RESOLUTION REALLOCATING CERTAIN ARPA FUNDS PREVIOUSLY APPROVED BY THIS BODY

By Legislator David Holst:

WHEREAS, this body authorized certain disbursements from the County's External ARPA allocation via Resolutions #123 of 2021 and # 253 of 2022; and

WHEREAS, for various reasons, funds authorized through those Resolutions were subsequently not fully expended; and

WHEREAS, in order to reallocate those funds to other worthy and eligible projects it is necessary and desirable to reallocate the some or all of the funds allocated for the Restaurant Recovery Program (Resolution #123 of 2021 - $47,597) and the Childcare Workforce Bootcamp Program (Resolution #253 of 2022 - $151,950); and

WHEREAS, the total amount to be reallocated to the External ARPA budget by this action shall be $199,547; then therefore be it and it is hereby

RESOLVED, that the respective amounts specified for the awards referenced herein are hereby rescinded and the funding previously associated with those projects is now available for other eligible purposes.

ADOPTED BY CONSENT VOTE ON JUNE 13, 2024:
YES: 20 NO: 0 ABSENT: 5 ABSTAIN: 0

OSWEGO COUNTY
OFFICE OF STRATEGIC INITIATIVES

David R. Turner
Director

COUNTY BUILDING
46 EAST BRIDGE STREET
OSWEGO, NEW YORK 13126

TELEPHONE (315) 349-8260
OSI@oswegocounty.com

Kyle Boeckmann
Strategic Programs Specialist

Kasey Chewning-Kulick
Administrative Assistant

INFORMATIONAL MEMORANDUM

SUBJECT: ARPA funding amendment.

PURPOSE: Reallocate previously authorized awards.

SUMMARY: Resolution #123 of 2021 authorized the project we titled as the Restaurant Recovery program in the amount of $254,000. However, upon completion of this program only $202,403 was spent leaving a balance of $47,597. In addition, the project known as the Childcare Workforce Bootcamp ($151,950) was first authorized from the external ARPA funds via Resolution #253 of 2022 but later moved to funding from the Internal ARPA funds via Resolution #056 of 2023. The attached resolution requests the reallocation of these combined funds ($199,547) to the external ARPA fund.

FISCAL IMPACT: None additional

RECOMMENDED ACTION: The Committee on Government, Courts & Consumer Affairs in concert with the Committee on Finance & Personnel, acknowledges and approves the change and urges the Legislature to concur.

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 157

RESOLUTION AUTHORIZING AN INCREASE TO CAPITAL PROJECT #0524 FOR THE INCLUSION OF FUNDS PROVIDED BY THE TOWN OF SANDY CREEK

WHEREAS, the County of Oswego has identified the lack of sufficient and affordable broadband services throughout the County creating an impediment to the future growth of its communities; and

WHEREAS, in recognition of this situation, the County approved the creation of Capital Project #0524 Broadband through Resolution #084 of 2024; and

WHEREAS, Resolution #118 of 2024 increased the funds appropriated for CP #0524; and

WHEREAS, the County has recently received a $10,000 (Ten-Thousand dollar) contribution from the Town of Sandy Creek to help support the build-out of broadband services in the County, then therefore be it and it is hereby

RESOLVED, that the authorization for Capital Project #0524 Broadband be increased to $4,010,000 (Four-Million, Ten Thousand dollars) million by adding the Sandy Creek contribution to the budget authorization, as outlined on the attached budget modification form; and be it further

RESOLVED, that the Chairman of the Legislature be and is hereby authorized to execute any and all documents that may be necessary to access these funds; and be it also

RESOLVED, that the County Treasurer be, and he hereby is, authorized to transfer the funds from and to the accounts as shown on the attached budget modification request; and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer and Budget Officer shall be his authority to affect such transfer and make such adjustments.

ADOPTED BY CONSENT VOTE ON JUNE 13, 2024:
YES: 20 NO: 0 ABSENT: 5 ABSTAIN: 0

Authorized Budget Modification	**Res. 157 of 2024**
H 427700 524	**($10,000.00)**
H 529000 524	**$10,000.00**

OSWEGO COUNTY
OFFICE OF STRATEGIC INITIATIVES

David R. Turner
Director

COUNTY BUILDING
46 EAST BRIDGE STREET
OSWEGO, NEW YORK 13126

TELEPHONE (315) 349-8260
OSI@oswegocounty.com

Kyle Boeckmann
Strategic Programs Specialist

Kasey Chewning-Kulick
Administrative Assistant

INFORMATIONAL MEMORANDUM

SUBJECT: Increase the authorization for Capital Project (CP#0524) Broadband.

PURPOSE: Add additional funds to the Capital Project to cover the matching funds needed to apply for a second NYS broadband grant.

SUMMARY: Resolution #084 of 2024 authorized the establishment of this capital project and appropriated $2 million towards building out a broadband network that would eventually provide affordable broadband service throughout the county. Resolution #118 also of 2024 added an additional $2 million to that project. Recently, we received a check for $10 thousand for broadband deployment from the Town of Sandy Creek and would like to now add this to the Capital Project.

FISCAL IMPACT: Add $10,000 to CP#0524.

RECOMMENDED ACTION: The Committee on Government, Courts & Consumer Affairs and eventually Finance & Personnel recommend this action to the Legislature at the June 13th meeting.

COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST

ACCOUNT NUMBER			ACCOUNT NUMBER				
ORG	OBJECT	PROJ	ORG	OBJECT	PROJ	DESCRIPTION	DOLLAR AMOUNT
H	427700	524				Broadband	$ (10,000.00)
			H	529000	524	Broadband Contribution from the Town of Sandy Creek	$ 10,000.00

6/3/24
DEPARTMENT HEAD DATE

*DIRECTOR OF HUMAN RESOURCES DATE

*If Personnel Services are impacted

6/3/24
COUNTY ADMINISTRATOR DATE

6-3-24
CHAIRPERSON DATE

COUNTY TREASURER DATE

Ver. 7.18.23

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 158

RESOLUTION AUTHORIZING CAPITAL PROJECT E911 – ADVANCED 911 PUBLIC SAFETY

By Legislator Marc Greco:

WHEREAS, The Oswego County E911 Department, would like to establish a capital project for the need of purchasing software to enhance the level of technical capabilities of public safety in Oswego County; and

WHEREAS, The software proposed will greatly enhance the safety of County buildings and school buildings, across all of Oswego County; and

WHEREAS, this will be funded from the fund balance account in the amount of $699,000.00; and

NOW, Upon recommendation of the Public Safety Committee of this body, with the approval of the Finance and Personnel Committee; be it

RESOLVED, that Capital Project – E911 Advanced 911 Public Safety be established with a maximum authorization of $699,000.00; and be it further

RESOLVED, that the County Treasurer is hereby authorized to transfer $699,000.00 from fund Balance to Capital Project No.1224; and be it even further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer shall be his authority to affect such transfer and make such adjustments.

Capital Project #1224	**Total Authorization**
E911- ADVANCED 911 PUBLIC SAFETY	$699,000.00

ADOPTED BY VOICE VOTE ON JUNE 13, 2024:
YES: 21 NO: 0 ABSENT: 4 ABSTAIN: 0

Authorized Budget Modification **Res. 158 of 2024**

H 529000 1224	**$699,000.00**
H 450310 1224	**($699,000.00)**
A 599014 145	**($699,000.00)**
A9901 599014	**$699,000.00**

OSWEGO COUNTY
E-9-1-1 EMERGENCY COMMUNICATIONS DEPARTMENT
PUBLIC SAFETY CENTER 39 CHURCHILL ROAD OSWEGO, NY 13126
315-349-8215
Fax 315-349-8500

Kevin B. Pooley
Director

Informational Memo

Advanced 911 Public Safety capital project request rev2
5/16/2024

The CSI committee has tasked the 911 Director with looking into several different initiatives that roll together into a project that the 911 Director is naming the Advanced 911 Public Safety project. During this

The project consists of 3 different pieces. The first is a program where consultants come out to all of the schools and County buildings across the county to put together a map with grids. The second piece is a common software platform that has the ability to connect into the new county camera system as well as any school district that allows 911 access to their camera systems. The third is a piece of software that will allow 911 to automatically send notifications based off of types of incidents and the locations.

The mapping program will fund consultants to come to more than 80 buildings across the county to create maps in ESRI (the current mapping software used by GIS across Oswego County). The map includes; identification of all entrances/exits, locations of building cameras with direction of view, location of AEDs, locations of alarm zones for fire and security alarms, common names of rooms with room number, and a grid of the building so that first responders can be directed to a specific location using common terminology. The maps created by this program would be essential for 911 personnel to use if they are given access to cameras at schools so that they know what and where they are looking. The maps would also be accessible to first responders so that they could be used in a public safety incident at a school building. This portion of the program costs $250,000 to do all 45 school buildings across the county and 35 County buildings that have cameras on them. The County should fund this for the schools as it puts everyone on the same platform and makes it more consistent for 911 staff and first responders to have all of the info in the same place and in the same format.

The camera software program will give 911 dispatch staff the ability to connect into disparate camera systems across the county. This would allow 911 to access cameras at schools with different camera systems and all of the county cameras from one software platform. There is also room for expansion and if commercial businesses wanted to give 911 access they would be able to be connected also. Part of the package is an artificial intelligence overlay that can identify anomalies and alert 911 staff that there is something out of the normal occurring and give the user the ability to look at the anomaly to identify a need for public safety resources. The software application can integrate into our CAD system. The upfront cost is $180,000 with recurring maintenance of $36,000 a year for a total of 5 years of coverage for $323,000. The $36,000 can be paid annually or upfront.

The third piece of software is a notification application. This is background piece of software that will automate notifications directly from CAD. Right now, the 911 Center sends a text message to

the Sheriff and other leadership in the Sheriff's Office for major incidents in the County, for example a failure to comply or a fatality. In order for this to happen we need to manually identify the incident type and add a unit to the incident for the notification to go out. When the dispatchers are busy this notification can sometimes be delayed because it is a manual process. RAVE Link replaces this manual process with an automatic notification based off of the incident nature and it also monitors the CAD comments and can be configured to send a notification based off of a certain phrase, like "shots fired" or "One at gunpoint". The other tool is geolocation notifications. We could setup geofences around a County building and if a certain phrase or incident nature is triggered it could automatically send text and email notifications to certain people in that building so they are made aware that something is going on. This could be used for schools as a notification tool to principals and superintendents. The initial cost for this is $125,000 that includes $5,000 in start-up costs and 5 years of service for $24,000 a year. The recurring costs would be approximately $25,000 after the 5 year agreement. I believe this also can be broken down into annual payments if needed.

The total project is requested to be funded at $699,000 but there are portions that may be able to be reimbursed by grant funds to help offset the costs. As the grant application windows open we will be submitting applications to help offset the costs. There are local matching percentages on some of the grants also. If we are awarded any funds the requested capital project will be reimbursed into fund balance.

COUNTY OF OSWEGO

EQUIPMENT OR CAPITAL PROJECT REQUEST 2023

Department: E911

Equipment/Project: Advanced 911 Public Safety project

Priority: 1 of 2

Requested Start Date: August 2024 **End Date:** August 2025

Estimated Costs
(present value)

Initial: $ 699,000

Annual:
$ _____ Year 1
$ _____ Year 2
$ _____ Year 3
$ _____ Year 4
$ _____ Year 5

Estimated Revenues Generated by Project (if any)
(present value)

Annual: $ _____
$ _____ Year 1
$ _____ Year 2
$ _____ Year 3
$ _____ Year 4
$ _____ Year 5

Project Budget Estimate

Total:	**$ 699,000**
Personnel/Labor	$
Legal	$
Engineering	$
Materials	$
Equipment	$
Construction	$
Other	$ 699,000

Identify: Software purchases

Department Head: Kevin Pooley

Date Submitted: 8/30/2023

Use attachments to provide the following information.

Description: Describe the project or purchase. Specify its purpose and identify land, facilities, or equipment needed. Cite studies or adopted plans that recommend this project. State why the project or purchase is necessary.

Benefits: Describe what benefits this project may have for County operations or finances, the public, economy, etc.

Suggested Funding Sources: Identify local, state, federal and/or private sources, and the timeline/process for receiving funding.

Basis of Cost and Revenue Estimates: Describe or document how the estimated costs and revenues 1 (if any) shown on page were determined.

Alternatives: What are possible alternatives to this project?

COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST

ACCOUNT NUMBER			ACCOUNT NUMBER				
ORG	OBJECT	PROJ	ORG	OBJECT	PROJ	DESCRIPTION	DOLLAR AMOUNT
H	529000	1224				Establish CP#1224 E911 Advanced 911 Public Safety	699,000.00
			H	450310	1224	Interfund Transfer - CP#1224	(699,000.00)
A	599014	145				CR#145 Reserve Technology	(699,000.00)
			A9901	599014		Transfer to Capital Projects	699,000.00
						This capital project is being established using Capital Reserve 145	
						Technology	

DEPARTMENT HEAD — DATE 6/13/2024

*DIRECTOR OF HUMAN RESOURCES — DATE

*If Personnel Services are impacted

COUNTY ADMINISTRATOR — DATE 6/13/24

CHAIRPERSON — DATE 6/18/24

COUNTY TREASURER — DATE

Ver 7.18.23

RESOLUTION NO. 159

RESOLUTION AUTHORIZING THE CREATION OF ONE TEMPORARY FULL TIME POSITION IN E911 DEPARTMENT

By Legislator Marc Greco:

WHEREAS, in order to support the duties and supervision responsibilities required of the E911 Center in Oswego County; and

WHEREAS, the position has been reviewed by the Director of Human Resources with a recommendation to create the Temporary position of Principal Telecommunicator to effectively provide supervision and support of the E911 Center; and

NOW, upon recommendation of the Public Safety Committee with approval of the Finance and Personnel Committee of this body, be it

RESOLVED, Principal Telecommunicator Temp, Grade 40, in the County of Oswego Office Professional Association be created; and be it further

RESOLVED, that certified copies of this resolution delivered to the County Treasurer, Budget Officer, and Director of Human Resources shall be their authority to make such changes.

ADOPTED BY CONSENT VOTE ON JUNE 13, 2024:
YES: 21 NO: 0 ABSENT: 4 ABSTAIN: 0

OSWEGO COUNTY LEGISLATURE

OSWEGO COUNTY
E-9-1-1 EMERGENCY COMMUNICATIONS DEPARTMENT
PUBLIC SAFETY CENTER 39 CHURCHILL ROAD OSWEGO, NY 13126
315-349-8215
Fax 315-349-8500
Kevin B. Pooley
Director

Informational Memo

E911 Temporary Principal Telecommunicator request
5/15/2024

Dispatch floor supervision is an extremely important position in the 911 Center. The department has a shift supervisor retiring July 31st, 2024. That employee plans to use his vacation time from July 7th until the 31st leaving a gap for most of the month of July. The 911 Director is asking to begin the transition of a backup supervisor into the soon to be vacant position before the Principal Telecommunicator position becomes on August 1st. I would like to ask you to create a temporary Principal Telecommunicator position effective June 23rd ,2024 to July 31st ,2024 when the permanent Principal Communicator position becomes vacant. This request will cost approximately $6,400 and will be covered within the current E911 budget with the savings of vacancies. The temporary position will set the department up in a better place than waiting until August 1st.

POSITION REQUEST/DELETE BUDGET FORM

DEPARTMENT: E911 **DIVISION/UNIT (NUMBER):**

A. NEW POSITION REQUEST

1. Position Title Requested: Principal Telecommunicator - Temp

2. Bargaining Unit: ☒ CO-OP ☐ Highway ☐ Silver Star ☐ Deputies ☐ OCPA ☐ Mgmt.

3. a. Bargaining Unit – Hourly Rate from Grade plan: 25.71 Grade: 11

   b. Management or OCPA – Salary Requested: _____ Grade: _____

4. Percent of Federal and or State Reimbursement: ____ Fringe Reimbursed: ☐ Yes ☒ No

5. Justification of Need (Use additional sheets as necessary):

   To allow for transition time from backup to supervisor due to the retirement of a supervisor. This position would be filled June 23rd 2024 and vacated to be deleted on August 1st 2024 when the person is appointed to the vacant permanent position.

6. Complete New Position Duties Statement (p. 3 & 4).

B. RECLASSIFICATION REQUEST

1. Present Title: 2. Position #:

3. Present Salary/Hourly Rate: Grade:

4. Requested Title:

5. Requested Salary: _____

   a. Bargaining Unit: _____ Hourly Rate: _____ Grade: _____

   b. Management or OCPA – Salary Requested: _____ Grade: _____

6. Percent of Federal and/or State Reimbursement: ____ Fringe Reimbursed: ☐ Yes ☐ No

7. Justification of Need (use additional sheets as necessary):

8. Complete New Position Duties Statement (p. 3 & 4).

C. POSITION DELETION

1. Title to be Deleted:

2. Position #

3. Salary Savings:

4. Reason for Deletion:

Civil Service Law: Section 22. Certification for positions. Before any new positions in the service of a civil division shall be created or any existing position in such service shall be reclassified, the proposal therefore, including a statement of the duties of the position, shall be referred to the municipal commission having jurisdiction and such commission shall furnish a certificate stating the appropriate civil service title for the proposed position or the position to be reclassified. Any such new position shall be created or any such position reclassified only with the title approved and certified by the commission.	OSWEGO COUNTY HUMAN RESOURCES DEPARTMENT **NEW POSITION DUTIES STATEMENT** Department head or other authority requesting the creation of a new position, prepare a separate description for each new position to be created except that one description may cover two or more identical positions in the same organizational unit. Forward two typed copies to this office.

1. DEPARTMENTS/SCHOOL DISTRICT/TOWN OR VILLAGE	DIVISION, UNIT, OR WORK SECTION	LOCATION OF POSITION
E911		39 Churchill Rd

2. DESCRIPTION OF DUTIES: **Describe the work in sufficient detail to give a clear word picture of the job. Use a separate Paragraph for each kind of work and describe the more important or time-consuming duties first. In the left column, estimate how the total working time is divided.**

Title requested: *Principal Telecommunicator - Temp*

PERCENT OF WORK TIME	
	Supervises subordinate Telecommunicators and Senior Telecommunicators on an assigned shift and plans work assignment
	Manages shift operations to promote cooperation and continuity among various law enforcement, fire, and emergency medical services agencies
	Evaluates shift operations through personal observation of staff and recommends improvements or modifications to work practices and employee performance as appropriate
	Manages the completion of random staff critiques and employee performance evaluations
	Assists the Training Coordinator by facilitating the rotation of all shift personnel through required classroom training and makes recommendations related to training needs and topics covered
	Contributes to and participates in structured classroom and on-the-job training and supports the team effort of training new personnel, cross training of veteran personnel and the continuing training of all personnel
	Provides administrative support for all department programs, projects and initiatives and ensures the dissemination of existing and updated department policies and procedures
	Coordinates with management level personnel to review operations , resolve problems, receive direction, provide recommendations, and inform management of critical emergency incidents and/or other important situations
	Identifies issues and implements corrective actions including oral and written employee counseling and assists Training Coordinator with further progressive disciplinary actions
	Assists the Communications Coordinator to troubleshoot technical, equipment, and system problems in order to ensure day-to-day operation and functionality of all 911 Center telephones, radios, and computers
	(Attach additional sheets if more space is needed)

3. Names and titles of person supervising (general, direct, administrative, etc.).

NAME	TITLE	TYPE OF SUPERVISION
	Dispatch Coordinator	Direct

4. Names and titles of persons supervised by employee in this position.

NAME	TITLE	TYPE OF SUPERVISION

5. Names and titles of persons doing substantially the same kind and level of work as will be done by the incumbent of this new position.

NAME	TITLE	LOCATION OF POSITION

6. What minimum qualifications do you think should be required for this position?

Education: ☐ **High School** _____ **years**

☐ **College** _____ **years, with specialization in** _____

☐ **Other** _____ **years, with specialization in** _____

Experience (list amount and type): *See Principal Telecommunicator job description*

Essential knowledge, skills and abilities: *See Principal Telecommunicator job description*

Type of license or certificate required: See Principal Telecommunicator job description

7. **The above statements are accurate and complete.**

Date: 5/15/2024 **Title: E911 Director** **Signature: Kevin B. Pooley**

CERTIFICATE OF OSWEGO COUNTY PERSONNEL OFFICER

8. **In accordance with the provisions of Civil Service Law (Section 22), the Oswego County Personnel Officer certifies that the appropriate civil service title for the position described is:**

POSITION CLASS TITLE:

JURISDICTIONAL CLASS:

Date: **Signature:**

PART-TIME/TEMPORARY BUDGET REQUEST FORM

DEPARTMENT: **DIVISION/UNIT (NUMBER):**

1. Please provide the following information for positions which you intend to employ on a part-time/temporary basis:

TITLE	POSITION NUMBER	HOURS/ WEEK	HOURLY RATE	NO. WEEKS	JUSTIFY THE NEED FOR EACH TITLE	DOLLARS REQUESTED

(Add pages as needed.)

-OVER-

PART-TIME/TEMPORARY BUDGET REQUEST FORM

2. Total Part-time/Temporary dollars requested for next year: $
3. Total Part-time/Temporary dollars budgeted in current year: $
4. Complete a "New Position Duties Statement" (p. 3). This is required only if this is a new position or title requested.

OTHER HOURS BUDGET REQUEST FORM

DEPARTMENT:	DIVISION/UNIT (NUMBER):

CATEGORY:	AMT IN CURRENT BUDGET:	AMT BUDGETED NEXT YEAR:	POSITIONS AFFECTED:	JUSTIFICATION:
Retention & Recruitment Incentive (511000)				
Overtime (512000)				
Shift Differential (514100)				
Vacation Buy Back (514200)				
Additional Hours (514300)				
Holiday Premium (514400)				
Call Time (514500)				
207-C Wages (514600)				

RESOLUTION NO. 160

A RESOLUTION FIXING TIME AND PLACE FOR PUBLIC HEARING RELATIVE TO PROPOSED COUNTY OF OSWEGO LOCAL LAW NO. 5 OF THE YEAR 2024, ENTITLED, OSWEGO COUNTY MOLLY PACKAGING AND POSSESSION LOCAL LAW

By Legislator Marc Greco:

UPON the recommendation of the Public Safety Committee of this body, be it

RESOLVED, that the Oswego County Legislature shall hold a Public Hearing on the proposed County of Oswego Local Law Number 5 of 2024, entitled OSWEGO COUNTY MOLLY PACKAGING AND POSSESSION LOCAL LAW on the 11th day of July 2024, at 2:00 o'clock, in the afternoon of said day at the Oswego County Legislative Chambers, County Office Building, 46 E. Bridge Street, Oswego, NY 13126, and be it further

RESOLVED, that the Clerk of the Oswego County Legislature cause notice of such Public Hearing to be published in the Official Newspapers of the County and post the same as required by law.

ADOPTED BY CONSENT VOTE ON JUNE 13, 2024:
YES: 21 NO: 0 ABSENT: 4 ABSTAIN: 0

OSWEGO COUNTY LEGISLATURE

DRAFT - (051724) - For Discussion

COUNTY OF OSWEGO
LOCAL LAW NUMBER 5 OF 2024

A LOCAL LAW PROHIBITING THE SALE AND POSSESSION OF A SYNTHETIC DRUG COMMONLY KNOWN AS "MOLLY" WITHIN THE COUNTY OF OSWEGO AND IMPOSING PACKAGING AND LABELING REQUIREMENTS FOR SAME

BE IT ENACTED by the County Legislature of the County of Oswego as follows:

Article 1. Purpose and Intent

The Legislature of Oswego County finds that Phenethylamines which include synthetic substances, such as Pentylone, N, N-Dimethylpentylone and Eutylone are commonly contained in or with substances in a synthetic drug known as "molly" or "olly" (hereinafter referred to as "Molly" are dangerous substances, public nuisances, pose an immediate threat to the public health and safety within the County of Oswego, all of which substantially and seriously interfere with the interest of public in the quality of life, the total community environment, commerce in the county, property values, the common good and are detrimental to the public health, safety and welfare. The County Legislature has, heretofore, passed local laws regarding synthetic marijuana, bath salts and other substances.

The Oswego County Legislature finds and determines that Molly has been involved with numerous EMS and law enforcement calls within the county, has been found in the close proximity of children and teens placing them at risk of harm and can have a deleterious effect on the physical and mental well-being of those whom consume same to the extent that the consumption and use of Molly endangers the safety or health of a considerable number of persons within this county.

The Oswego County Legislature further finds that the sale and/or possession of said substances are unlawful, detrimental to the health, safety, and welfare of the residents of County of Oswego and visitors thereto. It is the purpose of this local law to criminalize the sale and/or possession of Molly, to impose specific labeling and warning requirements for Molly to deter or eradicate same, to impose tamper proof packaging requirements to protect children from accessing same and such powers may be exercised either in conjunction with, or apart from, the powers contained in other laws without prejudice to the use of procedures and remedies available under such other laws. The Oswego County Legislature further finds that the sanctions and penalties imposed by this local law constitute an additional and appropriate response to the proliferation of Molly in the county. The sanctions and penalties are both reasonable and necessary to protect the health and safety of the people of the County of Oswego and to promote the general welfare and safety pursuant to the county's police powers and municipal home rule authority.

Article 2. Title

The title of this local law shall be the ***"Oswego County Phenethylamines Packaging & Possession Local Law."***

Article 3. Definitions

For the purposes of this local law, the following terms shall have the meanings indicated, unless the context clearly requires otherwise:

1. **"Sale"** shall mean and cover the following activities: to offer for sale, to sell, to distribute, to furnish, to gift, to transfer, to barter, exchange or give, to any person or minor and each and every transaction of the same or similar nature made by any person, whether as principal, proprietor, agent, servant, employee or individual, with or without actual consideration.

2. "**Person**" shall mean any individual, minor, corporation, business trust, estate, trust, partnership or association, or any other entity or business organization of any kind.

3. "**Possession**" shall mean to possess on one's own person or possession by a person exercising dominion or control over the immediate area where contraband is found whether in a vehicle, vessel, container, snowmobile, all-terrain vehicle, dwelling, building or structure whether located upon public or private property.

4. **"Synthetic Drug"** shall be defined as:
   (A) A substance that is artificially modified from a naturally occurring drug and aims to mimic the effects of an existing illicit drug, or

   (B) Any substance prohibited in the federal "Synthetic Drug abuse Prevention Act of 2012,"; or,

   (C) Any synthetic drug analog shall include any substance prohibited by 21 U.S.C 813, the Federal Analogue Act and 21 U.S.C. 802(32)

5. **"Molly"** shall be defined herein as follows:

   (A) Any crystalline or powder product which contains any Phenethylamines or any combinations, derivatives, analogues, synthetic substances and their salts, isomers, and salts of isomers with a chemical structure or any chemical alteration of compounds, which exhibits the same effects as substances listed in §3306 of the New York State Public Health Law.

   (B) "Molly" is commonly marketed and distributed under the following street or brand names; "olly" or "molly" but may be marketed under other street or trade names.

Article 4. Enforcement

This local law may be enforced by any police officer, as that term is defined by New York State Criminal Procedure Law §1.20(34), within the geographical jurisdiction of the County of Oswego.

Article 5. Sale or Possession of Synthetic Drugs Prohibited; Warning and Ingredient Labels required within the County of Oswego.

1. **Unlawful Possession of a Synthetic Drug** – A person is guilty of unlawful possession of a Synthetic Drug, within the County of Oswego, when said person knowingly and unlawfully possesses a Synthetic Drug as defined herein unless otherwise prescribed by a licensed physician or other individual authorized to write prescriptions within the State of New York on their person or within their possession.

2. **Criminal Sale of a Synthetic Drug –** A person is guilty of criminal sale of a Synthetic Drug when, within the County of Oswego, said person knowingly and unlawfully sells a Synthetic Drug as defined herein unless otherwise licensed by the U.S. Drug Enforcement Agency, the Food and Drug Administration or NYS Department of Health.

3. **Unlawful Possession of a Synthetic Drug - Container/Labeling** – A person is guilty of Unlawful Possession of a Synthetic Drug - Container/Labeling when, within the County of Oswego said person knowingly and unlawfully possesses a Synthetic Drug in an unlabeled container contrary to the provisions of this local law. A Synthetic Drug defined herein shall be contained in an original manufacturer's container with a prescription affixed thereto or other licensed pharmacy container with a valid prescription affixed thereto. All Synthetic Drugs shall be kept in a tamper-proof vial or tamper-proof container so that children cannot access same, and the vial or container shall also have affixed a label with the ingredients and/or compounds of the Synthetic Drugs contained therein, the weight of the contents as well as a warning label stating "Not safe for human consumption" or similar warning.

Article 6. Presumptions

(1) For the purposes of this local law, any Synthetic Drug possessed within the County of Oswego that is not within a pharmaceutical manufacturer's container with a valid prescription affixed or in a licensed pharmacy container or vial with a valid prescription affixed shall be presumed to be required to have an ingredient and warning label, and a tamper-proof children's top, as required herein affixed thereto. This presumption shall be rebuttable.

(2) A crystalline substance or powder contained in a small plastic baggy, zip lock bag, or in the open such as upon a mirror, on a counter or tabletop intended for human consumption or smoking or injection shall be presumed to be a Synthetic Drug regulated by this local law unless clearly another controlled substance or illegal drug. This presumption shall be rebuttable.

Article 7. Penalties for offenses

Any person who knowingly and unlawfully violates any of the provisions of Article 5 of this local law shall be guilty of an unclassified misdemeanor as defined by this local law and NYS Penal Law§55.10.(2)(c) and, upon conviction, shall be punishable by a fine of up to One Thousand Dollars ($1,000) and/or a sentence of a maximum term of imprisonment not in excess of three hundred and sixty four (364) days.

Article 8. Applicability

This local law shall apply to all actions occurring on or after the effective date of this local law.

Article 9. Severability

If any clause, sentence, paragraph, subdivision, section or part of this law or the application thereof to any person, individual, corporation, firm, partnership, entity or circumstance shall be adjudged by any court of competent jurisdiction to be invalid or unconstitutional, such order or judgment shall not affect, impair, or invalidate the remainder thereof but shall be confined in its operation to the clause, sentence, paragraph, subdivision, section or part of this law, or in its application to the person, individual, corporation, firm, partnership, entity, or circumstance directly involved in the controversy in which such order or judgment shall be rendered.

Article 10. Reverse Preemption

This local law shall be null and void on the date that statewide legislation goes into effect, incorporating either the same or substantially similar provisions under the New York State Penal Law and/or New York State Public Health Law as are contained in this local law, or if a pertinent state or federal administrative agency issues and promulgates regulations preempting such action by the County of Oswego. The County Legislature may determine via mere resolution whether identical or substantially similar statewide or federal legislation has been enacted for the purposes of triggering the provisions of this section.

Article 11. Administrative liability

Neither the County of Oswego, nor any officer, agent, or employee thereof, shall be personally liable for any damage resulting from any official determination, order or action required or permitted by or under this local law.

Article 12. SEQRA Determination

This Legislature, being the State Environmental Quality Review Act (SEQRA) lead agency, hereby finds and determines that this law constitutes a Type II action pursuant to Section 617.5(c)(26),(33) and (35) of Title 6 of the New York Code of Rules and Regulations (6 NYCRR) and within the meaning of Section 8-0109(2) of the New York State Environmental Conservation Law as a promulgation of regulations, rules, policies, procedures, and legislative decisions in connection with continuing agency administration, management and information collection. The Clerk of the Legislature is hereby directed to circulate any appropriate SEQRA

notices of determination of non-applicability or non-significance as may be necessary in accordance with this local law.

Article 13. Effective Date

This local law shall take effect on August 15th, 2024, after being first filed in the Office of the Secretary of State.

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 161

RESOLUTION AUTHORIZING THE RECLASSIFICATION OF 5 POSITIONS WITHIN THE SHERIFF'S OFFICE, CORRECTIONS DIVISION

By Legislator Marc Greco:

WHEREAS, the Correction Officer positions in the OCSO Corrections Division are needed to perform Correction Officer - Corporal duties; and

WHEREAS, the Correction Officer - Corporal positions will have added duties with administrative, mentoring and supervisory obligations, as well as other duties related to the position, while still under the guidance of Sergeants; and

WHEREAS, the Sheriff, Jail Administrators, and Director of Human Resources have reviewed said positions within the Sheriff's Office, Corrections Division and have approved the recommended change; and

WHEREAS, in order to meet the safety needs of our Corrections Staff and protect the residents of the county, including incarcerated individuals, providing additional corporal positions in the Jail will allow the Sheriff's Office Corrections Division to meet current staffing requirements; and

NOW, upon recommendation of the Public Safety Committee with approval of the Finance and Personnel Committee of this body, be it

RESOLVED, that positions #315013045, #315013028, #315013015, #315013026, #315013037, Correction Officer, Grade 5, in the Oswego County Sheriff's Silver Star Association Bargaining Unit be reclassified to Correction Officer – Corporal, Grade 6, in the same Sheriff's Silver Star Bargaining Unit; and be it further

RESOLVED, that certified copies of this resolution delivered to the County Treasurer, Budget Officer, and Director of Human Resources shall be their authority to make such changes.

ADOPTED BY CONSENT VOTE ON JUNE 13, 2024:
YES: 21 NO: 0 ABSENT: 4 ABSTAIN: 0

OSWEGO COUNTY SHERIFF'S OFFICE

ADMINISTRATION
(315) 349-3307
FAX (315) 349-3483
ROAD PATROL
(315) 349-3411
FAX (315) 349-3303
CRIMINAL INVESTIGATION
(315) 349-3318
FAX (315) 349-3317

DONALD R. HILTON
SHERIFF

JOHN F. TOOMEY
UNDERSHERIFF

CIVIL DIVISION
(315) 349-3302
FAX (315) 349-3373
1-800-582-7583
JAIL DIVISION
(315) 349-3300
FAX (315) 349-3349

39 Churchill Road, Oswego, New York 13126-6613

INFORMATIONAL MEMORANDUM

DATE: May 21, 2024

SUBJECT: Request for authorization to Reclassify 5 Corrections Officer, Grade 5 positions ($29.16/hour) to 5 Corrections Corporal, Grade 6 positions ($31.28 hourly) in the Oswego County Sheriff's Office, Corrections Division.

PURPOSE: The Oswego County Sheriff's Office requests permission to update and reclassify these positions to perform Corporal (Supervisory) duties, including administrative, mentoring and supervisory obligations, as well as other duties related to the position as required in the April 2023 Corrections Contract Agreement with the County (Sheriff's Silver Star Contract).

SUMMARY: Review and consideration are requested to assist the Corrections Division with meeting the current administrative duties. These positions will also assist in meeting the required minimum staffing level of Supervisors on duty.

ATTACHMENTS:
1. Correction Corporal Standard Operation Procedure (SOP) Changes Summary
2. Resolution authorizing the reclassification of Five (5) Currently filled Corrections Officer positions, grade 5 to Five (5) Corporal, grade 6 positions within the Sheriff's Office, Corrections Division

RECOMMENDED ACTION: The Sheriff's Office recommends the approval of this salary and title reclassification for staffing positions in the Corrections Division.

FISCAL IMPACT: There will be no Fiscal Impact, as the cost of these 5 positions will be absorbed with the Sheriff's Office current budget line for Salaries (thru unfilled positions).

POSITION REQUEST/DELETE BUDGET FORM

DEPARTMENT: Sheriff's **DIVISION/UNIT (NUMBER):** 3150/Corrections

A. NEW POSITION REQUEST

1. Position Title Requested:

2. Bargaining Unit: ☐ CO-OP ☐ Highway ☐ Silver Star ☐ Deputies ☐ OCPA ☐ Mgmt.

3. a. Bargaining Unit – Hourly Rate from Grade plan: _____ Grade: _____
   b. Management or OCPA – Salary Requested: _____ Grade: _____

4. Percent of Federal and or State Reimbursement: ____ Fringe Reimbursed: ☐ Yes ☐ No

5. Justification of Need (Use additional sheets as necessary):

6. Complete New Position Duties Statement (p. 3 & 4).

B. RECLASSIFICATION REQUEST

1. Present Title: Corrections Officer 2. Position #: TBD, 5 in total

3. Present Salary/Hourly Rate: 29.16 Grade: 5

4. Requested Title: Corrections Officer - Corporal (5)

5. Requested Salary: _____
   a. Bargaining Unit: Silver Star Hourly Rate: 31.28 Grade: 6
   b. Management or OCPA – Salary Requested: _____ Grade: _____

6. Percent of Federal and/or State Reimbursement: ____ Fringe Reimbursed: ☐ Yes ☐ No

7. Justification of Need (use additional sheets as necessary): *More corrections officers are needed to perform Corporal duties, including administrative, mentoring and supervisory obligations, as well as other duties related to the position.*

8. Complete New Position Duties Statement (p. 3 & 4).

C. POSITION DELETION

1. Title to be Deleted:

2. Position #

3. Salary Savings:

4. Reason for Deletion:

Civil Service Law: Section 22. Certification for positions. Before any new positions in the service of a civil division shall be created or any existing position in such service shall be reclassified, the proposal therefore, including a statement of the duties of the position, shall be referred to the municipal commission having jurisdiction and such commission shall furnish a certificate stating the appropriate civil service title for the proposed position or the position to be reclassified. Any such new position shall be created or any such position reclassified only with the title approved and certified by the commission.	OSWEGO COUNTY HUMAN RESOURCES DEPARTMENT **NEW POSITION DUTIES STATEMENT** Department head or other authority requesting the creation of a new position, prepare a separate description for each new position to be created except that one description may cover two or more identical positions in the same organizational unit. Forward two typed copies to this office.

1. DEPARTMENTS/SCHOOL DISTRICT/TOWN OR VILLAGE	DIVISION, UNIT, OR WORK SECTION	LOCATION OF POSITION
Sheriff's	Corrections	Oswego County Jail

2. DESCRIPTION OF DUTIES: **Describe the work in sufficient detail to give a clear word picture of the job. Use a separate Paragraph for each kind of work and describe the more important or time-consuming duties first. In the left column, estimate how the total working time is divided.**

Title requested: *Corrections Officer - Corporal (5)*

PERCENT OF WORK TIME	
20	*Supervises Correction Officers on a shift by advising, instructing on specific activities, insuring adherence to rules and regulations, and determining appropriate action as required by facility policies;*
20	*Assists in the maintenance of shift security in the facility by conducting shift briefings, observing inmate behavior, investigating disruptive incidents, and taking necessary remedial actions;*
10	*Performs routine Correction Officer duties including being assigned to housing units;*
10	*Acts as a liaison between inmates and higher ranking officers;*
10	*Makes periodic security inspections of the facility;*
10	*Acts as a mentor for new correction officers;*
20	*Acts as ODS in the absence of a Sergeant;*
	(Attach additional sheets if more space is needed)

3. Names and titles of person supervising (general, direct, administrative, etc.).

NAME	TITLE	TYPE OF SUPERVISION
Geoff Beresford	Lieutenant	Administrative
James Loomis	Sergeant	Direct

4. Names and titles of persons supervised by employee in this position.

NAME	TITLE	TYPE OF SUPERVISION
Troy Brown	Corrections Officer	Direct
Jonathan Harpst	Corrections Officer	Direct

5. Names and titles of persons doing substantially the same kind and level of work as will be done by the incumbent of this new position.

NAME	TITLE	LOCATION OF POSITION

6. What minimum qualifications do you think should be required for this position?

Education: ☒ **High School** _____ **years**

☐ **College** _____ **years, with specialization in** _____

☒ **Other** 3 **years, with specialization in** Corrections

Experience (list amount and type): *Three years of permanent competitive experience as a Correction Officer.*

Essential knowledge, skills and abilities: *Good knowledge of the rules, regulations and requirements of the NYS Correction Law governing the supervision and treatment of inmates, safety and security of the facility and department employees;*

Good knowledge of the layout and location of security personnel and post-assignments throughout the facility

Good knowledge of booking procedures

Type of license or certificate required: NYS driver's license, sworn peace officer

7. The above statements are accurate and complete.

Date: 5/21/24 **Title: Sheriff** **Signature:**

CERTIFICATE OF OSWEGO COUNTY PERSONNEL OFFICER

8. In accordance with the provisions of Civil Service Law (Section 22), the Oswego County Personnel Officer certifies that the appropriate civil service title for the position described is:

POSITION CLASS TITLE:

JURISDICTIONAL CLASS:

Date: **Signature:**

PART-TIME/TEMPORARY BUDGET REQUEST FORM

DEPARTMENT: **DIVISION/UNIT (NUMBER):**

1. Please provide the following information for positions which you intend to employ on a part-time/temporary basis:

TITLE	POSITION NUMBER	HOURS/ WEEK	HOURLY RATE	NO. WEEKS	JUSTIFY THE NEED FOR EACH TITLE	DOLLARS REQUESTED

(Add pages as needed.)

-OVER-

PART-TIME/TEMPORARY BUDGET REQUEST FORM

2. Total Part-time/Temporary dollars requested for next year: $
3. Total Part-time/Temporary dollars budgeted in current year: $
4. Complete a "New Position Duties Statement" (p. 3). This is required only if this is a new position or title requested.

OTHER HOURS BUDGET REQUEST FORM

DEPARTMENT:	DIVISION/UNIT (NUMBER):

CATEGORY:	AMT IN CURRENT BUDGET:	AMT BUDGETED NEXT YEAR:	POSITIONS AFFECTED:	JUSTIFICATION:
Retention & Recruitment Incentive (511000)				
Overtime (512000)				
Shift Differential (514100)				
Vacation Buy Back (514200)				
Additional Hours (514300)				
Holiday Premium (514400)				
Call Time (514500)				
207-C Wages (514600)				

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 162

RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT WITH ONONDAGA COUNTY FOR MEDICAL EXAMINER AND FORENSIC LABORATORY SERVICES

By Legislator Greco:

WHEREAS, the Oswego County District Attorney also serves as Coroner; and

WHEREAS, the Oswego County does not have a medical examiner or a forensic laboratory of its own; and

WHEREAS, the County of Onondaga has both a medical examiner and a forensic laboratory which can assist the Oswego County Coroner in determining the cause and manner of death when and where necessary; and

WHEREAS, the County of Oswego has contracted with the County of Onondaga for medical examiner and forensic laboratory services for the past several years; and

WHEREAS, this arrangement promotes inter-municipal cooperation; and

WHEREAS, a resolution is both necessary and desirable,

NOW, THEREFORE, upon the recommendation of the Public Safety Committee of this body with the consent of the District Attorney, it is hereby

RESOLVED, that the Chairman of the Legislature be and is hereby authorized to execute a contract with the County of Onondaga for Medical Examiner and Forensic Laboratory Services with the services and fees to be as contained in attached to the proposed agreement with the final language of the proposed agreement to be approved by the County Attorney; and, it is further,

RESOLVED, that the agreement shall run from January 1, 2024, through December 31, 2027.

ADOPTED BY CONSENT VOTE ON JUNE 13, 2024:
YES: 21 NO: 0 ABSENT: 4 ABSTAIN: 0

DEPARTMENT: Health CONTRACT NO. REV 23 Oswego ME

The County of Onondaga (County) and Oswego County (Contractor) at 39 Churchill Road, Oswego, New York 13126, understand and agree that:

TERM

The term of this agreement shall be January 1, 2024 through December 31, 2027.

This agreement may be terminated without cause, by Onondaga County or Oswego County, by either's giving written notice of termination to the other at least 30 days in advance of termination. This agreement may be terminated for cause, by Onondaga County, by Onondaga County's giving written or oral notice of termination to Oswego County at any time.

Except as is otherwise stated in this agreement, neither Onondaga County nor Oswego County shall have or make any claim for damages against the other for the other's terminating this agreement.

SCOPE OF SERVICES

The Onondaga County Medical Examiner's Office (OCMEO) will provide the following services upon request of the Oswego County Coroner's Office (OCCO), which may include the following:

- Autopsy services including basic toxicology and other non-specialized ancillary tests as deemed necessary by the OCMEO.
- The OCMEO has the right to limit the number of examinations performed if necessary. This may involve delay of examination or inability to accept a referral.
- Telephone consultation with OCMEO staff and on-call service.
- Testimony upon request including courtroom, deposition, affidavit, and interrogatories.
- The OCMEO will complete and sign the certification section of the death certificate.

OCCO RESPONSIBILITIES:

Case Reporting - OCCO will be responsible for reporting deaths referred to the OCMEO. Case reporting is to occur prior to decedent transport.

Notification of Next Of Kin - OCCO will be responsible for notifying the next of kin of the death. Next-of-Kin notification is to occur prior to decedent transport.

Transportation- OCCO shall be solely responsible for transportation of decedents and/ or specimens to and from the OCMEO at no cost to the OCMEO. A minimum of two transport staff is required for each decedent transport. This will both ensure the safety of those involved in the transfer and also that all decedents continue to be handled professionally and with dignity.

Identification - OCCO will submit a signed certificate of visual identification (see Exhibit A) and/or a statement of identification from the investigating law enforcement agency.

OCMEO RESPONSIBILITIES:

Cases Referred - The OCMEO shall be operationally responsible for the medicolegal analysis of cases referred to them and shall retain the option of screening all cases submitted for postmortem evaluation and determination of which various forensic pathology procedures and/or analysis should be completed.

Death Certification - The OCMEO shall complete and sign the certification section of the New York State Death Certificate and provide a copy of the preliminary autopsy summary.

Reports and other records - The OCMEO will release medical examiner reports and records as per OCMEO Release of Information policy Exhibit B and will comply with discovery under Article 245 Discovery of the New York State Criminal Procedure Law.

Laboratory Specimens - Toxicology specimens will be retained for two years from submission for testing.

PROPERTY RIGHTS:

The original documentation for forensic examination, consultations and autopsies done by the OCMEO shall remain the property of Onondaga County. A copy of the official report of the cause and manner of death and laboratory studies shall be provided to OCCO for each case at no charge. The original x-rays, tissue blocks and microscopic slides, tissues retained, blood and body fluids, and photographs shall remain the property of Onondaga County. Access to this information shall be provided to OCCO. Recuts and/or reproductions shall be provided at cost.

COMPENSATION:

The OCMEO shall be reimbursed according to the OCMEO Fee Schedule Exhibit C for examinations, non-medical examiner case reviews and other case related services described below. The OCMEO reserves the right to adjust fees upon approval of the Onondaga County Legislature. In the event of such a change, OCCO will be notified in writing of the change and will be provided with the adopted fee schedule.

a. On-call Service - Upon OCCO request, and for an additional fee as listed in the OCMEO Fee Schedule Exhibit C, the OCMEO can provide on-call coverage when OCCO is unavailable to cover death notifications and establish jurisdiction for referral. When the OCMEO covers on-call for OCCO, all death notifications are received directly from law enforcement and other agencies and the OCMEO will establish jurisdiction on behalf of OCCO. Any cases reported that the OCMEO determines does not fall under medical examiner jurisdiction will be charged as "non-medical examiner/case review".

b. Criminal Testimony (OCMEO Professional Staff) - OCMEO professional staff will provide court testimony/ deposition when subpoenaed by the Oswego County District Attorney's (DA) Office. Testimony/deposition includes any time for case preparation, courtroom appearance, deposition, affidavit, interrogatories and travel and will be invoiced directly to the DA as stated in the OCMEO Fee Schedule Exhibit C.

c. Criminal Testimony (Non-CFS Consultants/Subcontractors) - Testimony provided by OCMEO subcontractors and other professional consultants on contract for services with the OCMEO in the fields such as forensic pathology, forensic odontology, eye pathology, forensic anthropology, and neuropathology will work directly with the DA to determine an agreed upon fee for testimony services separate from the OCMEO Fee Schedule and will invoice the DA directly for payment of services. The OCMEO will not pay for such services.

d. Specialized Testing/Consultations - The OCMEO medical examiner will use discretion and cost effectiveness in the use of specialized testing and consultations necessary to determine the cause and manner of death. This will be discussed with OCCO in advance, and upon mutual agreement, the OCMEO will proceed with use of such services. Specialized testing/consultations will be invoiced at cost.

e. Toxicology Reference Laboratory testing – Analyses performed by a reference laboratory will be invoiced at cost.

DEFEND, INDEMNIFY, AND HOLD HARMLESS

Regarding the operations and responsibilities concerning this Agreement, Oswego County further covenants and agrees to indemnify, defend, and hold harmless the County of Onondaga, its officers, agents, and employees from and against any and all loss or expense that may arise by reason of liability for damage, injury or death, or for invasion of personal or property rights, of every name and nature, and whether casual or continuing trespass or nuisance, and any other claim for damages arising at law and equity alleged to have been caused or sustained in whole or in part by or because of any omission of duty, negligence, or wrongful act on the part of Oswego County, its employees, or agents.

Regarding the operations and responsibilities concerning this Agreement, Onondaga County further covenants and agrees to indemnify, defend, and hold harmless Oswego County, its officers, agents, and employees from and against any and all loss or expense that may arise by reason of liability for damage, injury or death, or for invasion of personal or property rights, or death, or for invasion of personal or property rights, or every name and nature, and whether casual or continuing trespass or nuisance, and any other claim for damages arising at law and equity alleged to have been caused or sustained in whole or in part by or because or any omission of duty, negligence or wrongful act on the part of Onondaga County, its employees, or agents.

WORKERS' COMPENSATION AND DISABILITY BENEFITS

This agreement shall be void and of no effect unless Oswego County and other person or entity making or performing this agreement shall secure compensation for the benefit of, and keep insured during the life of this agreement, the employees engaged thereon, in compliance with the provisions of the New York State workers' compensation law.

Oswego County shall show, before this agreement may be made or performed, and at all times during the life of this agreement, that Oswego County, and other person or entity performing this agreement, is in compliance with the provisions of the New York State workers' compensation law, by Oswego County's delivering to Onondaga County's Department of Law that New York State Workers' Compensation Board (Board) form or State Insurance Fund (Fund) form described in one of the following subparagraphs numbered 1, 2, 3, or 4, and that Board form described in one of the following subparagraphs numbered 5, 6, or 7:

1. Board form C-105.2 (Fund form U-26.3, if the insurer is the State Insurance Fund), subscribed by the insurer, showing that Oswego County, and other person or entity making or performing this agreement, has secured compensation, as workers' compensation insurance, for the benefit of all employees, in compliance with the provisions of the New York State workers' compensation law.

2. Board form SI-12, completed by Board's self-insurance office and approved by Board's secretary, showing that Oswego County, and other person or entity making or performing this agreement, has secured compensation, as Board approved workers' compensation self-insurance, for the benefit of all employees, in compliance with the provisions of the New York State workers' compensation law.

3. Board form GSI-105.2, completed by the group self-insurance administrator, showing that Oswego County, and other person or entity making or performing this agreement, has secured compensation, by being a participant in a workers' compensation group self-insurance plan, for the benefit of all employees, in compliance with the provisions of the New York State workers' compensation law.

4. Board form CE-200 bearing an exemption certificate number issued by Board, showing that Oswego County, and other person or entity making or performing this agreement or the Work is not required to secure compensation for the benefit of all employees, in compliance with the provisions of the New York State workers' compensation law.

5. Board form DB-120.1, subscribed by the insurer, showing that Oswego County, and other person or entity making or performing this agreement has secured the payment of disability benefits, as disability benefits insurance, for the benefit of all employees, in compliance with the provisions of the New York State workers' compensation law.

6. Board form DB-155, completed by Board's self-insurance office and approved by Board, showing that Oswego County, and other person or entity making or performing this agreement, has secured disability benefits, as Board approved disability benefits self-insurance, for the benefit of all employees, in compliance with the provisions of the New York State workers' compensation law.

7. Board form CE-200 bearing an exemption certificate number issued by Board, showing that Oswego Coutny, and other person or entity making or performing this agreement is not required to secure disability benefits for the benefit of all employees, in compliance with the provisions of the New York State workers' compensation law.

ASSIGNMENT

Oswego County is prohibited from assigning, transferring, conveying, subletting, or otherwise disposing of this agreement, or Oswego County's right, title, or interest in this agreement, or Oswego County's power to execute this agreement, to any other person or entity without the previous consent in writing of Onondaga County.

INDEPENDENT CONTRACTOR

Oswego County is an independent contractor. Neither Oswego County, nor Oswego County's officers, employees, agents, or servants shall hold themselves out as, or claim to be, officers, employees, agents, or servants of Onondaga County.

CONFLICT OF INTEREST

At the time Oswego County submits a bid, or if no bid is submitted, prior to performing any services under this agreement, Oswego County shall deliver to Onondaga County's Department of Law, the attached affidavit certifying that Oswego County has no interest and will not acquire any interest, direct or indirect, that would conflict in any manner or degree with the performance of services to Onondaga County. The affidavit shall further state that in rendering services to Onondaga County no persons having any such interest shall be employed by Oswego County. Oswego County assumes full responsibility for knowing whether Oswego County's officers, employees, agents, or servants have any such interest and for certifying the absence of such conflict to Onondaga County.

During the course of performing services for Onondaga County, Oswego County shall disclose immediately to Onondaga County, by affidavit, every known or apparent conflict of interest and every ostensible or potential conflict of interest of Oswego County, Oswego County's officers, Oswego County's employees, Oswego County's agents, and Oswego County's servants. The duty to disclose is a continuing duty. Such disclosure is a material obligation of this agreement and Oswego County's failure to comply with these provisions affords Onondaga County the right to pursue any and all remedies for breach of agreement. In the event of an apparent or actual conflict of interest during the course of performance, Oswego County shall suspend all work and services, and Onondaga County's payments to Oswego County shall be suspended pending final approval by Onondaga County or Onondaga County's Board of Ethics. If the conflict cannot be resolved to the satisfaction of Onondaga County, Onondaga County may terminate the agreement by written notice. Nothing herein shall be construed as limiting or waiving Onondaga County's right to pursue damages or other remedies.

A conflict of interest includes any circumstance which might influence or appear to influence the judgment of Oswego County, and Oswego County shall disclose the same. Oswego County shall disclose further the acceptance of compensation, monetary or otherwise, from more than one (1) payor or party for services on the same project or related project. Oswego County shall disclose further the direct or indirect solicitation or acceptance of financial or other consideration from parties other than Onondaga County for work on the project to which this agreement pertains. If applicable, Oswego County shall disclose further the direct or indirect acquisition of any interest in the real estate which is the subject of the project, or in the immediate vicinity thereof. A conflict of interest of Oswego County's officers, Oswego County's employees, Oswego County's agents, or Oswego County's servants shall be deemed a conflict of interest of Oswego County, giving rise to the duty to disclose.

Oswego County shall not disclose any data, facts or information concerning services performed for Onondaga County or obtained while performing such services, except as authorized by Onondaga County in writing or as may be required by law.

LICENSES AND PERMITS

Oswego County shall obtain at Oswego County's own expense all licenses or permits required for Oswego County's services or work under this agreement, prior to the commencement of Oswego County's services or work.

APPROPRIATIONS

This agreement is executory only to the extent of the monies appropriated and available for the purpose of this agreement and no liability on account thereof shall be incurred by Onondaga County beyond monies appropriated and available for the purpose thereof.

AGREEMENT MODIFICATIONS

This agreement represents the entire and integrated agreement between Onondaga County and Oswego County and supersedes all prior negotiations, representations or agreements either written or oral. This agreement may be amended only by a writing signed by Onondaga County and Oswego County.

SEVERABILITY

If any term or provision of this agreement shall be held invalid or unenforceable, the remainder of this agreement shall not be affected thereby and every other term and provision of this agreement shall be valid and enforced to the fullest extent permitted by law.

CLAUSES REQUIRED BY LAW

Each and every provision of law and clause required by law to be part of this agreement shall be deemed to be part of this agreement and to have been inserted in this agreement, and shall have the full force and effect of law.

SUSPENSION AND DEBARMENT

Oswego County certifies that, except as noted, Oswego County and any person associated with Oswego County in the capacity of owner, partner, director, officer, or major stockholder is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal agency, and has not been suspended, debarred, voluntarily excluded or determined ineligible by any federal agency within the past three years.

IN WITNESS WHEREOF, County and Contractor have executed the writing of this agreement on the dates hereafter written.

County of Onondaga

Dated: _____ By: _____

J. Ryan McMahon, II, County Executive

Oswego County

Dated: _____ By: _____

_____

Print Name and Title

Conflict Interest Affidavit

State of)
County of) ss.:

, being duly sworn, deposes and says:

Oswego County (Oswego) agrees that Oswego County has no interest and will not acquire any interest, direct or indirect that would conflict in any manner or degree with the performance of the services to be rendered to the County of Onondaga (Onondaga).

Oswego further agrees that, in the rendering of services to Onondaga, no person having any such interest shall knowingly be employed by Oswego.

_____

Sworn to before me on this
day of 20 .

_____

MEDICAL EXAMINER'S OFFICE
ONONDAGA COUNTY HEALTH DEPARTMENT
CENTER FOR FORENSIC SCIENCES

CERTIFICATE OF VISUAL IDENTIFICATION

Case File #: _____

To the Office of the Medical Examiner:

I declare it to be my opinion that the remains viewed by me are that of:

_____
*Name of Decedent – **Please verify correct spelling of name***

_____ _____
Age Last Known Address

Signed: _____ Print Name: _____

Relationship to Decedent: _____ Phone: (____)_____

Address: _____
Street City State Zip

Remarks:

_____

_____

Positive identification verified by: _____ Date: _____
Must be Forensic Investigator or Pathologist

POLICY/PROCEDURE MANUAL

Subject: Release of Information
Issue Date: 10/23/1996 Revised: 9/28/2022

POLICY:

It is the policy of the Medical Examiner's Office (MEO) to release copies of autopsy reports, other information and/or materials to those individuals and/or agencies that have the legal authority to receive such information. The MEO will comply with subpoenas and court orders provided for records.

RATIONALE:

Information contained in the autopsy report and in the MEO records are of value and interest to a number individuals and/or agencies. New York County Law §677, however, limits access to those reports and records to certain categories of recipients, including but not limited to next of kin, personal representatives, the legal counsel of the next of kin, district attorney offices, designated oversight agencies and investigative law enforcement and child protective agencies with case responsibility. Additional officials that are entitled to records in certain cases pursuant to NYS County Law §677 include the chairman of the New York State Corrections Medical Review Board (MRB) Commission of Correction (COC), the commissioner of the New York State Department for Corrections and Community Supervision (DOCCS), the commissioner of the New York State Office for Mental Health (OMH), the commissioner of the New York State Office for Persons with Developmental Disabilities (OPWDD), the director of Mental Hygiene Legal Service (MHLS), the executive director of the Justice Center for the Protection of People with Special Needs (the "Justice Center"), the director of a Mental Hygiene facility, the commissioner of the New York State Department of Health (DOH), and/or the commissioner of the New York Office of Children and Family Services (OCFS).

1. DEFINITIONS:

1.1. EXAMINATION REPORT

For the purposes of this policy, ***the examination report*** consists of the signed final report of the autopsy or external examination and the toxicology and neuropathology reports when completed. Toxicology and/or neuropathology reports will not be released prior to completion of the examination report.

1.2. PRELIMINARY FORENSIC EXAMINATION SUMMARY REPORT

Consists of basic case demographic information and medical examiner comments regarding preliminary findings at autopsy or external examination and the cause and manner of death.

1.3. DEATH INVESTIGATION REPORT

A signed final death investigation report is completed for all Onondaga and Oneida County cases where a scene response and/or body inspection was required and for other cases as requested by the Chief Forensic Investigator (CFI) and/or Medical Examiner (ME).

1.4. **PRELIMINARY DEATH INVESTIGATION REPORT**

Consists of information available in the early stages of investigation such as basic case demographic information, case summary, brief medical/social history, pathologist alerts, identification status, next of kin status and circumstances surrounding the death when the full death investigation report cannot be completed prior to the examination.

1.5. **POSTMORTEM TEST RESULTS**

Test results and/or reports produced in the context of the death investigation to aid in the determination of the circumstances of death and assigning cause and manner of death and may be available if requested. These may include, but are not limited to, clinical and specialized laboratory results and other consultant reports, and DNA laboratory reports for identification of the decedent.

1.6. **OTHER MEDICAL EXAMINER RECORDS**

1.6.1. **Medical examiner records** (paper/electronic) including, but not limited to: Phone and meeting documentation (BEAST "Story"/ Supplemental Contacts), chain of custody, BEAST forms, release of information documents and any other documents (paper/electronic) created or obtained in the usual course of business.

1.6.2. **Third party records** including (paper/electronic), but not limited to: antemortem medical/hospital/healthcare records, emergency medical services records, police reports, child protective services records, public health records (public health nursing, WIC) and criminalistics laboratory reports.

1.7. **PHYSICAL MATERIALS**

Physical materials including, but not limited to, copies of suicide notes, images/ photographs, fingerprint(s), x-rays, microscopic slides and blood spot cards may be retained and/or prepared in the course of the MEO investigation. **Requests for ANY of these physical materials must be evaluated by the Chief Medical Examiner or designee.**

1.8. LEGAL NEXT OF KIN (NOK)* OF DECEDENT IN DESCENDING ORDER OF AUTHORITY

First	Legal spouse/domestic partner of the decedent, whether estranged or separated, but **NOT** divorced)
Second	Person designated in written instrument (court appointed estate executor or administrator
Third	Decedent's children 18 or older (excluding step-children)
Fourth	Either Parent of Decedent
Fifth	Sibling of Decedent 18 or older (including half-siblings)
Sixth	Grandchildren 18 or older
Seventh	Great grandchildren 18 or older
Eighth	Nieces & Nephews 18 or older
Ninth	Grand-nieces & grand-nephews 18 or older
Tenth	Grandparents
Eleventh	Aunts & Uncles 18 or older
Twelfth	First cousins 18 or older
Thirteenth	Great grandchildren of grandparents 18 or older
Fourteenth	Second cousins 18 or older

*In certain situations the legal NOK may request that a spokesperson serve as the contact and this will be documented in the BEAST Story and/or on the Authorization to Release Records form signed/submitted by the legal NOK. This spokesperson will have the same authority as the legal NOK.

1.9. PERSONAL REPRESENTATIVES

Personal representatives include the decedent's court-appointed estate executor or administrator. Certified documentation of their status as a personal representative must be provided, at which point they are of equal status to the legal NOK. The County Attorney's office can be contacted for advice if it is unclear whether someone is a personal representative.

1.10. WRITTEN REQUESTS

Where required, acceptable written request formats include online forms, email, electronic letters and faxes with confirmation (letterhead, professional email, BEAST legal next of kin documentation, etc.) of the requestor's affiliation.

2. STAFF RESPONSIBLE FOR RELEASE:

2.1. FORENSIC RECORDS COORDINATOR

The forensic records coordinator (FRC) is responsible for discovery requests and requests from other individuals/agencies outlined in this policy (with the exception of next of kin, see 2.2 below). The FRC will verify the appropriateness of the individual and agency requests in compliance with this policy and track all requests in the BEAST database (where not otherwise already tracked for automated releases), autopsy requests email inbox and/or designated release of information folders on the network. Electronic copies will be sent out using the BEAST case email system, FRC email and/or DEMS and OneDrive for large volume Discovery records. Records prior to January 1, 2010 must be scanned before release. If there is any question as to whether records and/or materials should be released to the requestor, the FRC will notify the chief medical examiner (CME) and/or will seek legal counsel from the County Attorney's Office. The FRC will not release the toxicology report until the autopsy report is completed and special requests from district attorney offices to do so will also be reviewed by the CME.

2.2. CHIEF FORENSIC INVESTIGATOR AND DESIGNEE(S)

The chief forensic investigator (CFI) and assigned forensic investigators (FI) will manage all records release to the legal next of kin and other family members authorized by the legal next of kin. The CFI and assigned FIs will monitor the website group email inbox for next of kin record requests, verify the legal next of kin status and release records using the BEAST case email system. It is the responsibility of the CFI and assigned FIs to enter and monitor requests using the "NOK Records Ready for Release" report to ensure timely release when reports are completed and/or cleared of any holds by the district attorney's office of jurisdiction. Designated FI staff will also coordinate report/record sharing for Child Fatality Review Team meetings (see also 4.5.)

2.3. DIRECTOR OF OPERATIONS AND DESIGNEE(S)

The director of operations (DO) and assigned administrative staff will identify medical examiner cases where reports and other information must be provided by law and/or contractual agreement (see 4 -6 below) to include in BEAST report distribution to the secure website or email where appropriate.

3. WRITTEN REQUESTS ARE REQUIRED FROM THE FOLLOWING:

Note that the District Attorney must approve release of case material when Manner of Death is deemed by the medical examiner to be homicide, motor vehicle accidents involving a crime and/or other cases as requested by the DA.

3.1. NEXT OF KIN / PERSONAL REPRESENTATIVES

3.1.1. Examination report (defined in 1.1.): The NOK must complete the online or hard copy Authorization to Release Records form.
3.1.2. All other reports, records and postmortem test results (defined in 1.2. – 1.6.): releasable with a signed judicial subpoena.
3.1.3. Physical Materials (defined in 1.7.): releasable with a signed judicial subpoena, with the exception of DNA blood spot card requests for DNA testing, releasable to an accredited laboratory chosen by the next of kin upon receipt of a written request with notarized signature. NOK may also provide a written request for copies of fingerprints for purposes of memorializing their loved one in jewelry or some other artistic form.

Fees: Charges for materials apply and should be billed by the laboratory directly to the NOK with the exception of requests for histology or film x-rays which must be paid prior to release of the materials.

3.2. ATTORNEYS AND INSURANCE COMPANIES

3.2.1. Examination report (defined in 1.1.): releasable with written authorization from the NOK or personal representative.
3.2.2. All other reports, records, postmortem test results and physical materials (defined in 1.2. – 1.7.): releasable with a signed judicial subpoena.

Fees: Charges apply for all of the above as listed in the current CFS Fee Schedule. The CFS Fee Schedule must be provided to the requestor and payment received before release. The case number and items requested should be noted on the check stub along with a copy and submitted to the Account Clerk II for processing.

3.3. COMMISSIONER OF OMH, COMMISSIONER OF OPWDD, DIRECTOR OF MHLS, EXECUTIVE DIRECTOR OF THE JUSTICE CENTER, A DIRECTOR OF MENTAL HYGIENE FACILITY

3.3.1. Under Article 17A, §677(7)(a): All reports, records and postmortem test results defined in 1.1 – 1.6.1. are releasable with written request. Other medical examiner

records defined in 1.6.2. (third party records) are releasable with a signed judicial subpoena.

3.3.2. Under Article 17A, §677(7)(b): Physical materials are releasable with written request. Such slides, materials and specimens may be retained for a reasonable time, and shall be returned to the MEO in good condition allowing for reasonable use for study and testing purposes.

3.4. **NEW YORK STATE DEPARTMENT OF HEALTH/ STATE COMMISSIONER OF HEALTH** (§677(9))

3.4.1. All reports, records, postmortem test results and physical materials (defined in 1.1. – 1.7.): releasable with written request.
3.4.2. Third party records (defined in 1.6.2.): releasable with a signed judicial subpoena.

3.5. **NEW YORK STATE DEPARTMENT OF HEALTH MATERNAL MORTALITY REVIEW** (See NY Public Health Law §2509(4)(a) and NY County Law §677(9)

3.5.1. All reports, records, postmortem test results and physical materials (defined in 1.1. – 1.7.): releasable with written request.
3.5.2. Third party records (defined in 1.6.2.): releasable with a signed judicial subpoena.

3.6. **U.S. CONSUMER PRODUCT SAFETY COMMISSION** (U.S.C. 2051 (b), 15 U.S.C. 2054 (a) (1), (b), and (2), 15 U.S.C. 2076 (j) (1) and (6) (B)

3.6.1. Examination and death investigation reports: releasable with written request.
3.6.2. All other reports, records and physical materials: releasable with a signed judicial subpoena.

4. MEDICAL EXAMINER REPORTS/RECORDS ARE PROVIDED* TO THE FOLLOWING AGENCIES/ REPRESENTATIVES AS PER NEW YORK STATE COUNTY LAW ARTICLE 17A, §677 AND OTHER LAWS WHERE REFERENCED BELOW:

* Reports may be provided via a secure service/website accessible via individually assigned user accounts and passwords with each agency or secure email.

4.1. **LAW ENFORCEMENT/OFFICIAL INVESTIGATING AGENCIES -**

4.1.1. Examination and preliminary forensic examination summary reports: automatic release.
4.1.2. All reports, records and postmortem test results(defined in 1.1 – 1.6.1.): Requests for other medical examiner reports, records and physical materials will be reviewed by the Onondaga County Law Department.

4.1.3. Physical Materials (defined in 1.7.): images are releasable with written request. Other evidence may be returned to the investigating police agency (see MEO Evidence and Property policy).

4.2. **COMMISSIONER OF MOTOR VEHICLES** – §677(5) using MV105 reporting form only.

4.3. **CHAIRMAN OF THE NYS CORRECTION MRB COC, NYS DOCCS, JUSTICE CENTER** – Inmate deaths §677(6). Requests for other medical examiner reports, records and physical materials will be reviewed by the Onondaga County Law Department.

4.4. **OFFICE OF CHILDREN AND FAMILY SERVICES, CHILD PROTECTIVE SERVICES** – Child deaths §677(8). Requests for other medical examiner reports, records and physical materials will be reviewed by the Onondaga County Law Department.

4.5. **CHILD FATALITY REVIEW TEAMS – Social Services Law** §422-b(4): Medical Examiner reports and records.

5. **MEDICAL EXAMINER REPORTS/INFORMATION PROVIDED* TO THE FOLLOWING AGENCIES/ AGENCY REPRESENTATIVES PER CONTRACTUAL AGREEMENT:**

* The Preliminary Forensic Examination Summary and Examination reports will be provided. Requests for other medical examiner reports, records and physical materials will be reviewed by the Onondaga County Law Department. Reports may be provided via a secure service/website accessible via individually assigned user accounts and passwords with each agency representative and/or via direct secure email to the designated agency representative.

5.1. **CORONER AND MEDICAL EXAMINER OFFICES**
5.2. **TISSUE RECOVERY AGENCY ON CONTRACT WITH ONONDAGA COUNTY**
5.3. **SUNY UPSTATE TRAUMA SERVICE**

6. **DISTRICT ATTORNEY OFFICE(S)** – §677(3)(b) and (4). SEE ALSO DISCOVERY LAW

7. **SUBPOENAS:**

7.1. **JUDICIAL SUBPOENAS (COURT ORDERS)**: The County Attorney's Office should be consulted on all judicial subpoena requests. A certified copy of the examination report, preliminary forensic examination summary report and/or specific physical materials will be provided to the court upon receipt as described in the subpoena. If the judicial subpoena requests all records in any form in possession of the MEO then release records as defined in 1. Definitions. Note this does not include physical materials such as photographs (see Definition of 1.7. Physical Materials). Fees: Charges apply to civil cases.

7.2. **NON-JUDICIAL SUBPOENAS**: Subpoenas for examination reports or MEO case file material signed only by attorneys will not be honored without a signed authorization by the legal next of kin/personal representative and those items will be limited as outlined in 3.2. Attorneys and Insurance Companies. Subpoenas may be issued by defense, plaintiff, and District Attorneys requesting the appearance of MEO staff personnel for court trial or deposition. If the MEO staff person is considered a material witness, then the usual county established witness fee will be paid to the Onondaga County Health Department. If the MEO staff person is considered an expert witness, then the current CFS Fee Schedule will be used to bill the party that subpoenas the staff person's appearance in the case of civil court and depositions, or out of county criminal court and grand jury. The Onondaga County District Attorney's Office may subpoena MEO staff as material or expert witnesses and will not be billed for services as it is considered an intra-agency request.

8. SPECIAL CONSIDERATIONS:

8.1. **HOMICIDES:** In ***ALL*** homicide cases, the District Attorney's Office (with legal jurisdiction for the potential prosecution) will be contacted to authorize release of the examination report or any aforementioned materials to which the person is entitled. If the District Attorney's Office agrees with the release, this will be documented in writing by the District Attorney's Office prior to any such release.

If the District Attorney's Office (with legal jurisdiction) disagrees with the release, this will also be documented in writing. The MEO will then contact the County Attorney's Office to seek legal opinion concerning the release in each specific case. The County requires MEO compliance with New York County Law §677.

Law enforcement agencies having jurisdiction or investigative responsibility in the case of the decedent and Coroners/Medical Examiners with jurisdiction shall be provided the examination report and/or copies of photographs without the approval of the District Attorney's Office with the exception of deaths alleged to have been or investigated as caused by law enforcement breach of policy, which reports and/or materials will be provided to the designated prosecutorial official.

8.2. **UNDETERMINED CASES:** Requests for information on all cases with an undetermined ***manner*** of death will be reviewed by the case medical examiner to decide if the case should be handled as a homicide.

8.3. **PENDING CASES:** Some cases are not concluded on the day of autopsy but require further testing and/or investigation to come to an accurate determination of the cause and manner of death. These are listed as pending further studies/pending investigation on the original death certificate. These examination reports are considered incomplete and will

not be sent out to any requesting authority until the death certificate has been amended and the reports reviewed and signed by the medical examiner.

8.4. **UNFINISHED REPORTS:** No reports will be released on ***any*** unsigned/unreviewed autopsy reports to any requesting authority. ***Only final signed autopsy reports can be released.*** If in the course of a criminal or civil investigation, a draft copy of the autopsy report is needed for the purpose of testimony by the medical examiner, this will be clearly marked as such, and used only as a brief reference tool for recollection of the details of the case prior to testimony and not brought or turned over to the court.

9. VERBAL RELEASE OF INFORMATION:

9.1. **NON-HOMICIDES:** Any person (with the exception of attorneys and insurance companies) entitled to the examination report may be told verbally the cause and manner of death and details of the examination. The NOK may designate a personal representative to act as spokesperson due to the emotions of the immediate tragedy. This must be clearly relayed to the MEO and documented in the Forensic Investigator's report or in the database phone log. Attorneys and insurance companies may not receive verbal information unless they provide a written release for the records signed by the next of kin.

9.2. **HOMICIDES:** The release of verbal information on homicides will be limited usually to the cause and manner of death and must have the approval of the District Attorney having jurisdiction involving the criminal act, the investigating law enforcement agency and the case medical examiner. This approval may be documented in the database.

9.3. **PENDING CASES:** If homicide is being considered as a potential choice of manner of death, the policy on HOMICIDES as stated above will be followed.

9.4. **PRESS/MEDIA:** See the MEO Media and Public Relations policy.

ONONDAGA COUNTY HEALTH DEPARTMENT
MEDICAL EXAMINER'S OFFICE
2024 FEE SCHEDULE

Description	Fee
Examinations (includes toxicology and other non-specialized laboratory testing as indicated)	
Autopsy Examination	$3,110/case
Partial/Limited Autopsy Examination	$2,300/case
External Examination	$1,930/case
Special Autopsy Examinations (listed below)	$4,176/case
Bariatric (BMI greater than or equal to 40)	
Homicide	
Initially Pending Manner of Death (age less than or equal to 3 years)	
Infectious (Biohazard)	
Exhumations	
Repeat autopsies	
Suspected Hazardous material	
Skeletal Examinations	
Human remains	$3,214/case
Non-human remains	$ 323/case
Prisoner/Inmate Autopsy Examination	$4,821/case
Medical Examiner Case Review/ Death Certification Only	$1,040/case
Non-Medical Examiner/Case Review	$ 432/case
Specialized Testing and Consultations	At Cost
Eye Pathology, DNA Testing, Molecular/Genetic Testing, Cardiomyopathy Testing, Mass Fatality Incident	
On-Call Service*	$ 858/date scheduled

**On-call service may be requested when an outside county coroner/medical examiner is unable to cover death notifications. The OCMEO will receive all death notifications directly from law enforcement and other agencies to establish jurisdiction on behalf of the county requesting the service. Each date scheduled, regardless of the number of hours covered, will be charged at the flat rate above.*

For all instances listed below in which there is an hourly fee, the amount of time spent on a particular service shall be billed in half-hour increments.

Case Review / Consultation	
Initial Forensic Pathologist Case Review/Consultation*	$ 925/case
Forensic Pathologist Case Review/Consultation, additional hours	$ 465/hour
Forensic Investigator Case Review/Consultation	$ 310/hour
Forensic Chemist Case Review/Consultation	$ 360/hour
Toxicologist Case Review/Consultation	$ 410/hour

**Initial case review requires written authorization from the legal next of kin and a $925, non-refundable payment at the time of consultation payable to the Onondaga County Health Department. Initial payment includes up to two (2) hours case review / consultation. Additional time is billed at the current hourly rate.*

Criminal Testimony

Forensic Pathologist Testimony/Deposition	$ 450/hour
Forensic Investigator Testimony/Deposition	$ 300/hour
Forensic Autopsy Technician Testimony/Deposition	$ 300/hour
Toxicologist Testimony/Deposition	$ 400/hour
Forensic Chemist Testimony/Deposition	$ 350/hour
Non-CFS Consultants	Direct invoice to District Attorney/Other Attorney

Civil Testimony

Forensic Pathologist Testimony/Deposition	$ 600/hour
Forensic Investigator Testimony/Deposition	$ 450/hour
Forensic Autopsy Technician Testimony/Deposition	$ 450/hour
Toxicologist Testimony/Deposition	$ 550/hour
Forensic Chemist Testimony/Deposition	$ 500/hour
Non-CFS Consultants	Direct invoice to District Attorney/Other Attorney

Scene Investigation

Forensic Investigator Scene Response	$ 271/hour
Pathologist and Forensic Investigator Scene Response	$ 484/hour

Travel Expenses

Travel Time (portal to portal)	$ 155/hour
Mileage (current IRS rate), parking, tolls, meals, lodging	At cost

Reports/ Other Records: Subject to legal restrictions

Autopsy/Examination Report (includes toxicology)	$ 60/hard copy report
Archived Report (older than 5 years)	$ 150/report

Additional rush charges will be billed at actual cost. Payment is required before service is provided.

Imaging/ Histology/ X-rays

Autopsy and Scene Investigation Images CD	$ 25/disk
Microscopic Slide Recuts	$ 35/slide
Microscopic Slide Special Stains	At cost
Microscopic Digital Images	$ 5/image
X-ray Digital Images	$ 20/CD
Prints – 35 mm slide	$ 15/slide

Toxicology*

Driving Under Influence – Alcohol/Drugs	$ 427/case
Driving Under Influence – Alcohol	$ 162/case
Driving Under Influence – Drugs	$ 375/case
Comprehensive Drug-Facilitated Sexual Crimes	$ 416/case
Post-mortem Toxicology (without pathology examination)	$ 484/case
Post-mortem Toxicology (with pathology examination)	Included in exam fee

**Analyses performed by outside laboratories, including any related discovery fees, will be billed at actual cost for outside counties (excluding postmortem toxicology with a pathology examination where only the discovery fee will be charged).*

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 163

RESOLUTION AUTHORIZING BUDGETARY MODIFICATION DEPARTMENT OF SOCIAL SERVICES SALARIES AND WAGES TO FOOD BANK OF CENTRAL NEW YORK SUPPLIES AND EXPENSES

By Legislator Roy Reehil:

WHEREAS, the Department of Social Services has identified a need to provide SNAP outreach services; and

WHEREAS, the Department of Social Services has contracted with the Food Bank of CNY to conduct application assistance, case management, provide resource connectivity and outreach and has determined an increase for the current contract year; and

NOW, upon recommendation of the Human Services Committee and Finance & Personnel Committee; be it

RESOLVED, that the County Treasurer be, and he is, authorized to transfer the funds from A6010-511000 Salaries and Wages Line to A6010.545500 Other Supplies and Expenses FBCNY Line as shown on the attached budget modification request; and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer shall be his authority to affect such transfer and make such adjustments.

ADOPTED BY VOICE VOTE ON JUNE 13, 2024:
YES: 21 NO: 0 ABSENT: 4 ABSTAIN: 0

Authorized Budget Modification **Res. 163 of 2024**

A6010 511000	**($20,175)**
A6010 54500	**$20,175**

COUNTY OF OSWEGO
Department of Social Services

Stacy Alvord, MSW
Commissioner

P.O. Box 1320 • Mexico, NY 13114
Phone: 315-963-5000 • Fax: 315-963-5477

TO: **Oswego County Legislature**

FROM: **Stacy Alvord, Department of Social Services Commissioner**

DATE: **June 13, 2024**

RE: **Budget Modification – Food Bank of Central New York Increase for SNAP Outreach and Education**

INFORMATIONAL MEMORANDUM

SUBJECT: Budget modification to transfer funds for Food Bank of CNY contract increase.

BACKGROUND: DSS has partnered for decades with the Food Bank of Central New York to identify and screen SNAP eligible participants and provide outreach and education about the program to targeted individuals within the community including adults over the age of 60 and veterans. Oswego County DSS participates in the NYS Office of Temporary and Disability Assistance Plan for Supplemental Nutrition Assistance Program Outreach and Education receiving 50% federal reimbursement. The total contract amount is $82,740. For the past several years, the Food Bank of Central New York has used private donations to make up the gap in actual costs versus contracted amount with OCDSS.

In 2023 the outreach worker connected to over 1,000 households in Oswego County to remove barriers to accessing SNAP. The worker has the capacity to facilitate applications for the elder and disabled citizenry who are unable to come to the Mexico office and/or do not have a computer to electronically apply for SNAP

Over the past several years the cost of wages and additional expenses has increased, yet the contract remained the same. Now with the increase in food costs, OCDSS seeks to provide the actual costs of the contract for our outreach activities by the Food Bank. The gap is $20,175.

FISCAL IMPACT: Increase the A6010.545500 OTHER SUPPLIES & EXPENSES – FBCNY expense line by $20,175 and decrease the A6010.511000 SALARIES AND WAGES REG expense line by $20,175.

This is a budget neutral transfer for 2024. 2025 Budget impact is an increase to local share of $10,088.00.

RECOMMENDATION: The Department of Social Services recommends that the Human Services Committee, Finance and Personnel Committee and the Legislature approve this budget modification.

COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST

2024
6/13/2024

ACCOUNT NUMBER			ACCOUNT NUMBER				
ORG	OBJECT	PROJ	ORG	OBJECT	PROJ	DESCRIPTION	DOLLAR AMOUNT
A6010	511000					SSADMIN - SALARIES & WAGES REG	$ (20,175)
			A6010	545500	FBCNY	SSADMIN - OTHER SUPPLIES & EXPENSE - FBCNY	$ 20,175
						Provide increased funding for the Food Bank of Central New York 2023-24 contract	
							$ -

R Babcock 6/3/24
DEPARTMENT HEAD DATE

*DIRECTOR OF HUMAN RESOURCES DATE

*If Personnel Services are impacted

6324
COUNTY ADMINISTRATOR DATE

6/3/24
CHAIRPERSON DATE

COUNTY TREASURER DATE

Ver. 7.18.23

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 164

RESOLUTION AUTHORIZING BUDGETARY MODIFICATION DEPARTMENT OF SOCIAL SERVICES SALARIES AND WAGES TO OTHER SUPPLIES AND EXPENSE PREVENTATIVE PROTECTION CONTRACT

By Legislator Roy Reehil:

WHEREAS, the Department of Social Services has an existing Family First Prevention contract (RFP 21-CD-004) with Liberty Resources effective August 1, 2021, through July 31, 2024, to provide Multisystemic Therapy as it relates to child welfare services; and

WHEREAS, the Department of Social Services has been made aware of salary increases for this contract in order to hire staff with the necessary qualifications, therefore creating an unanticipated budget increase for the current contract year; and

NOW, upon recommendation of the Human Services Committee and Finance & Personnel Committee; be it

RESOLVED, that the County Treasurer be, and he is, authorized to transfer the funds from A6010-511000 Salaries and Wages Line to A6070-545500 Other Supplies and Expenses PPCON Line as shown on the attached budget modification request; and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer shall be his authority to affect such transfer and make such adjustments.

ADOPTED BY CONCENT VOTE ON JUNE 13, 2024:
YES: 21 NO: 0 ABSENT: 4 ABSTAIN: 0

Authorized Budget Modification **Res. 164 of 2024**

A6070 545500	**$31,947.00**
A6070 511000	**($31,947.00)**

COUNTY OF OSWEGO
Department of Social Services

Stacy Alvord, MSW
Commissioner

P.O. Box 1320 • Mexico, NY 13114
Phone: 315-963-5000 • Fax: 315-963-5477

TO: **Oswego County Legislature**

FROM: **Stacy Alvord, Department of Social Services Commissioner**

DATE: **6/13/24**

RE: **Increase Amount for Liberty Multisystemic Therapy Program**

INFORMATIONAL MEMORANDUM

SUBJECT: Budget modification for Liberty Multisystemic Therapy Program

SUMMARY: Multisystemic Therapy (MST) primary goals are to eliminate or significantly reduce the frequency and severity of a youth's referral behavior(s) and empower parents with the skills and resources needed to independently address the inevitable difficulties that arise in raising children and adolescents. Also, to empower youth to cope with family, peers, school, and neighborhood problems. MST is an evidence-based program.

To hire staff with the necessary qualifications, the salaries had to be adjusted. Therefore, an increase of $31,947 is necessary for the 2023 budget of the current contract.

This expense is reimbursed at 62% State, and 38% Local. The local portion for this budget modification is being moved from underspent salaries and wages.
This will be budget neutral.

FISCAL IMPACT: Increase the A6070.545500 OTHER SUPPLIE & EXPENSES - PPCON budget line $31,947 and decrease the A6070.511000 SALARIES & WAGES REG budget line $31,947.

RECOMMENDATION: The Department of Social Services recommends the Human Services Committee; the Finance & Personnel Committee and the Oswego County Legislature approve the increase for this contract.

COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST

2024
6/13/2024

ACCOUNT NUMBER			ACCOUNT NUMBER				
ORG	OBJECT	PROJ	ORG	OBJECT	PROJ	DESCRIPTION	DOLLAR AMOUNT
A6070	545500	PPCON				AFS - OTHER SUPPLIES & EXPENSE - PPCON	$ 31,947
			A6070	511000		AFS - SALARY & WAGES	$ (31,947)
		Provide funding for the increase in the Liberty Resources 8/01/23-7/31/24 Family First Prevention Services contract					

M L Babcock 6/3/24
DEPARTMENT HEAD DATE

COUNTY ADMINISTRATOR 6 3 24 DATE

*DIRECTOR OF HUMAN RESOURCES DATE

CHAIRPERSON 6/3/24 DATE

*If Personnel Services are impacted

COUNTY TREASURER DATE

Ver. 7.18.23

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 165

RESOLUTION AUTHORIZING BUDGETARY MODIFICATION DEPARTMENT OF SOCIAL SERVICES OTHER SUPPLIES AND EXPENSE LOW INCOME DAYCARE TO OTHER SUPPLIES AND EXPENSE TEMPORARY ASSISTANCE DAYCARE

By Legislator Roy Reehil:

WHEREAS, the Department of Social Services is mandated to provide childcare assistance to eligible Temporary Assistance recipients to remain compliant with state mandated employment requirements; and

WHEREAS, the Department of Social Services has identified a significant increase in the need of these services surpassing what was in the current budget for the Temporary Assistance Daycare expense line; and

NOW, upon recommendation of the Human Services Committee and Finance & Personnel Committee; be it

RESOLVED, that the County Treasurer be, and he is, authorized to transfer the funds from A6055-545500 Day Care Other Supplies and Expense LIDC Line to A6055-545500 Day Care Other Supplies and Expense TADC Line as shown on the attached budget modification request; and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer shall be his authority to affect such transfer and make such adjustments.

ADOPTED BY CONSENT VOTE ON JUNE 13, 2024:
YES: 21 NO: 0 ABSENT: 4 ABSTAIN: 0

Authorized Budget Modification	**Res. 165 of 2024**
A6055 545500 TADC	**$35,550.00**
A6055 545500 LIDC	**$35,550.00)**

COUNTY OF OSWEGO
Department of Social Services

Stacy Alvord, MSW
Commissioner

P.O. Box 1320 • Mexico, NY 13114
Phone: 315-963-5000 • Fax: 315-963-5477

TO: **Oswego County Legislature**

FROM: **Stacy Alvord, Department of Social Services Commissioner**

DATE: **6/13/2024**

RE: **Budget Modification – DAY CARE – OTHER SUPPLIES & EXPENSES - TADC**

INFORMATIONAL MEMORANDUM

SUBJECT: Budget modification to cover the increase in Temporary Assistance Day Care expenses.

BACKGROUND: Social Services districts are required to provide child care assistance to eligible Temporary Assistance (TA) recipients. Aside from employment, TA recipients may be eligible for child care assistance to remain compliant with the state mandated employment requirements such as substance use treatment appointments and educational and training enrollments. However, during the COVID pandemic, the state issued activity waivers that significantly reduced the need to provide childcare payments for TA recipients. In turn, the amount budgeted to the Temporary Assistance Day Care budget line was reduced. As of 3/31/2024 the expense for Temporary Assistance Daycare has increased 291% as compared to the YTD cost on 3/31/2023. The previous years totals were:

YEAR	Total Expense
2018	$72,049.03
2019	$39,665.68
2020	$26,279.13
2021	$5,515.64
2022	$6,398.00
2023	$6,362.00

FISCAL IMPACT: Increase DAYCARE A6055 545500 OTHER SUPPLIES & EXPENSE TADC budget line $35,550 and decrease DAYCARE A6055 545500 OTHER SUPPLIES & EXPENSE LIDC budget line $35,550. Both budget lines are funded by the ChildCare Block Grant (CCBG), so there will be no change in reimbursement. This request is for a local share of $0 and has no fiscal impact on the 2025 budget.

RECOMMENDATION: The Department of Social Services recommends that the Human Services Committee, Finance and Personnel Committee and the Legislature approve this budget modification to transfer funds from DAYCARE A6055 545500 OTHER SUPPLIES & EXPENSE LIDC to DAYCARE A6055 545500 OTHER SUPPLIES & EXPENSE TADC.

COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST

2024
6/13/2024

ACCOUNT NUMBER			ACCOUNT NUMBER				
ORG	OBJECT	PROJ	ORG	OBJECT	PROJ	DESCRIPTION	DOLLAR AMOUNT
A6055	545500	TADC				DAY CARE - OTHER SUPPLIES & EXPENSE - TADC	$ 35,550
			A6055	545500	LIDC	DAY CARE - OTHER SUPPLIES & EXPENSE - LIDC	$ (35,550)
						To cover the increase in the mandatory Temporary Assistance Day Care expenses.	
							$ -

DEPARTMENT HEAD — DATE 6/3/24

*DIRECTOR OF HUMAN RESOURCES — DATE

*If Personnel Services are impacted

COUNTY ADMINISTRATOR — DATE 6/3/24

CHAIRPERSON — DATE 6/3/24

COUNTY TREASURER — DATE

Ver. 7.18.23

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 166

RESOLUTION AUTHORIZING BUDGETARY MODIFICATION DEPARTMENT OF SOCIAL SERVICES SALARY AND WAGES TO OTHER FEES AND SERVICES

By Legislator Roy Reehil:

WHEREAS, the Department of Social Services was informed that Northwoods has changed their billing procedure for support and maintenance of the subscribed Traverse program from a flat fee to a per active user fee creating an increase in cost; and

NOW, upon recommendation of the Human Services Committee and Finance & Personnel Committee; be it

RESOLVED, that the County Treasurer be, and he is, authorized to transfer the funds from A6070-511000 Salary and Wages Line to A6070-543800 Other Fees and Services Line as shown on the attached budget modification request; and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer shall be his authority to affect such transfer and make such adjustments.

ADOPTED BY VOICE VOTE ON JUNE 13, 2024:
YES: 21 NO: 0 ABSENT: 4 ABSTAIN: 0

Authorized Budget Modification	**Res. 166 of 2024**
A6070 543800	**$38,140.00**
A6070 511000	**($38,140)**

COUNTY OF OSWEGO
Department of Social Services

Stacy Alvord, MSW
Commissioner

P.O. Box 1320 • Mexico, NY 13114
Phone: 315-963-5000 • Fax: 315-963-5477

TO: **Human Services Committee, Oswego County Legislature**

FROM: **Stacy Alvord, Department of Social Services Commissioner**

DATE: **June 13, 2024**

RE: **Budget Modification – AFS – OTHER FEES & SERVICES**

INFORMATIONAL MEMORANDUM

SUBJECT: Budget Modification to cover the increase in the Northwoods subscription.

BACKGROUND: Northwoods has changed their billing process for support & maintenance of Traverse from a flat fee to a per active user fee. This has resulted in an increase in cost for continued support. Traverse continues to be central to the activities of Services staff in their case management and documentation, so it is necessary to continue the support & maintenance. Increased number of form creation and revision has increased the forms time from 40 hours to 80 hours per year contributing to this increase.

This Services subscription is reimbursed at 62% State, and 38% Local. The local portion for this budget modification is being moved from underspent salaries and wages. **This will be budget neutral.**

FISCAL IMPACT: Increase the A6070.543800 OTHER FEES & SERVICES budget line $38,140.00 and decrease the A6070.511000 SALARIES & WAGES REG budget line $38,140.00.

RECOMMENDATION: Approve this budget modification to transfer $38,140.00 to cover the increase in the Northwoods annual subscription.

COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST

2024
6/13/2024

ACCOUNT NUMBER			ACCOUNT NUMBER				
ORG	OBJECT	PROJ	ORG	OBJECT	PROJ	DESCRIPTION	DOLLAR AMOUNT
A6070	543800					AFS - OTHER FEES & SERVICES	$ 38,140
			A6070	511000		AFS - SALARY & WAGES	$ (38,140)
				To fund the renewal of the Northwoods annual subscription			

W S Babcock 6/3/24
DEPARTMENT HEAD DATE

*DIRECTOR OF HUMAN RESOURCES DATE

*If Personnel Services are impacted

COUNTY ADMINISTRATOR 6 3 24 DATE

CHAIRPERSON 6/3/24 DATE

COUNTY TREASURER DATE

Ver. 7.18.23

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 167

RESOLUTION AUTHORIZING BUDGETARY MODIFICATION DEPARTMENT OF SOCIAL SERVICES JD CARE OTHER SUPPLIES AND EXPENSE

By Legislator Roy Reehil:

WHEREAS, the Department of Social Services is mandated to pay the Office of Children and Family Services fifty percent of the non-federal share of the cost of care for youth placed by probation and the County Attorney's office in OCFS facilities; and

WHEREAS, the 2022 calendar year local district rate increased and was released February 2024 creating the need for an increase within that budget line; and

NOW, upon recommendation of the Human Services Committee and Finance & Personnel Committee; be it

RESOLVED, that the County Treasurer be, and he is, authorized to transfer the funds by decreasing A6010.5111 Salaries and Wages line, increasing A6129.545500 JD Care Other Supplies & Expense line, decreasing A6010-436100 State Aid Social Services Admin Line and decreasing A6010-446100 Federal Aid Social Services Admin Line as shown on the attached budget modification request; and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer shall be his authority to affect such transfer and make such adjustments.

ADOPTED BY CONSENT VOTE ON JUNE 13, 2024:
YES: 21 NO: 0 ABSENT: 4 ABSTAIN: 0

Authorized Budget Modification **Res. 167 of 2024**

A6129 545500	**$6,000**
A6010 511000	**($24,000)**
A6010 436100	**$6,000**
A6010 446100	**$12,000**

COUNTY OF OSWEGO
Department of Social Services

Stacy Alvord, MSW
Commissioner

P.O. Box 1320 • Mexico, NY 13114
Phone: 315-963-5000 • Fax: 315-963-5477

TO: **Human Services Committee, Finance & Personnel Committee, Legislative Board**

FROM: **Stacy Alvord, Department of Social Services Commissioner**

DATE: **6/13/2024**

RE: **Budget Modification – JDCARE – OTHER SUPPLIES & EXPENSES**

INFORMATIONAL MEMORANDUM

SUBJECT: Budget modification to cover the CY2022 NYS OCFS Care & Maintenance chargeback.

BACKGROUND: Counties are required to pay the Office of Children and Family Services 50% of the non-federal share of the cost of care for youth placed in OCFS facilities. DSS does not place children in OCFS facilities. Probation and the County Attorney's office request placement in OCFS custody. Only children in OCFS custody can be placed in OCFS facilities. For the 2022 calendar year, Oswego County was required to pay $203,803. This amount represents the local district share of $766.18 per day for 4 children for a total of 266 care days. The CY2022 local district rate increased from the CY2021 rate of $641.17 per day and was released in February 2024.

FISCAL IMPACT: Increase A6129.545500 OTHER SUPPLIES & EXPENSE budget line $6,000; decrease A6010.511000 SALARIES AND WAGES REG $24,000; decrease A6010.436100 ST AID SOCIAL SERVICES ADMIN $6,000; decrease A6010.446100 FED AID SOC SERV ADMIN $12,000. There will not be any anticipated revenue for the increased expense line as this expense is paid via a chargeback by NY State. The local share will be transferred from wage vacancy funds and will have no fiscal impact on the 2025 budget.

RECOMMENDATION: **A**pprove this budget modification to transfer funds from unspent wages to JDCARE A6129 545500 OTHER SUPPLIES & EXPENSE.

COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST

2024
6/13/2024

ACCOUNT NUMBER			ACCOUNT NUMBER				
ORG	OBJECT	PROJ	ORG	OBJECT	PROJ	DESCRIPTION	DOLLAR AMOUNT
A6129	545500					JDCARE - OTHER SUPPLIES & EXPENSE	$ 6,000
			A6010	511000		SSADMIN - SALARIES & WAGES REG	$ (24,000)
			A6010	436100		SSADMIN - ST AID SOCIAL SERVICES ADMIN	$ 6,000
			A6010	446100		SSADMIN - FED AID SOC SERV ADMIN	$ 12,000
						Increase funding to cover the 2022 NYS OCFS Care & Maintenance chargeback	
							$ -

M S Babcock 6/3/24
DEPARTMENT HEAD DATE

*DIRECTOR OF HUMAN RESOURCES DATE

*If Personnel Services are impacted

6 3 24
COUNTY ADMINISTRATOR DATE

6/3/24
CHAIRPERSON DATE

COUNTY TREASURER DATE

Ver. 7.18.23

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 168

RESOLUTION AUTHORIZING BUDGETARY MODIFICATION- ADDITIONAL FUNDING FROM THE ALZHEIMER'S ASSOCIATION OF CNY – OFFICE FOR THE AGING

By Legislator Reehil:

Upon recommendation of the Human Services Committee and Finance & Personnel Committee; be it

RESOLVED, that the County Treasurer be, and he is, authorized to transfer the funds from and to the accounts as shown on the attached budget modification request; and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer shall be his authority to affect such transfer and make such adjustments.

ADOPTED BY CONSENT VOTE ON JUNE 13, 2024:
YES: 21 NO: 0 ABSENT: 4 ABSTAIN: 0

Authorized Budget Modification	**Res. 168 of 2024**
A6772 543800 MGALZ	**$763.09**
A6772 427701 MGALZ	**($763.09)**

County of Oswego
OFFICE FOR THE AGING

(315) 349-3484

Sara Sunday
Aging Services Administrator
www.oswegocounty.com/ofa

County Office Complex
70 Bunner Street
Oswego, NY 13126

INFORMATIONAL MEMORANDUM

Date: May 21, 2024

Subject: Budget Modification Request – Alzheimer's Association

Purpose: To amend the Office for the Aging 2024 Operating Budget to include revenues and expenses to purchase life-like dolls for persons suffering from Alzheimer's and Dementia related disease.

Background: OFA has received $763.09 from the Alzheimer's Association of CNY to purchase life-like baby dolls. Doll Therapy is appropriate for mid-late stages of Alzheimer's disease. It addresses the strong need to nurture and is reminiscent of an earlier time. This will require an increase the OFA 2024 operating budget revenue line A6772.427701.MGALZ by $763.09 as well as expense line A6772.543800.MGALZ - Other Fees and Services by $763.09 to cover the expenses.

Fiscal Impact: There will be fiscal impact to the budget.

Recommended Action: The Office for the Aging respectfully recommends the Human Services Committee, the Personnel and Finance Committee, and the Oswego County Legislature authorize the inclusion of the additional revenue funding to the operating account as listed.

COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST

ACCOUNT NUMBER			ACCOUNT NUMBER				
ORG	OBJECT	PROJ	ORG	OBJECT	PROJ	DESCRIPTION	DOLLAR AMOUNT
A6772	543800	MGALZ				OTHER FEES AND SERVICES	763.09
			A6772	427701	MGALZ	ALZHEIMERS LOCAL	(763.09)
						To accept funds from the Alzheimer's Association, creating an	
						revenue and expenditure line to purchase caregiver items.	

DEPARTMENT HEAD — DATE 6-3-24

*DIRECTOR OF HUMAN RESOURCES — DATE

COUNTY ADMINISTRATOR — DATE 6 3 24

CHAIRPERSON — DATE 6/3/24

COUNTY TREASURER — DATE

*If Personnel Services are impacted

Ver. 7.18.23

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 169

RESOLUTION ESTABLISHING CAPITAL PROJECT NO. E0324 DEPARTMENT OF SOCIAL SERVICES – 2024 VEHICLE PURCHASE

By Legislator Roy Reehil:

WHEREAS, the Department of Social Services has identified the need to purchase 6 additional vehicles for child welfare transportation at a cost $206,618; and

WHEREAS, the department has $47,661 available in their automobile rental line that can be utilized for this purchase; and

WHEREAS, the department will receive $128,103 in State Revenue from the purchase thereby leaving a balance of $60,403 and respectively requesting these funds come from Capital Reserve No. 146; and

NOW, upon recommendation of the Human Services Committee and Finance & Personnel Committee; be it

RESOLVED, that the County Treasurer be, and he is, authorized to transfer the funds from and to the accounts shown on the attached budget modification request; and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer shall be his authority to affect such transfer and make such adjustments.

ADOPTED BY CONSENT VOTE ON JUNE 13, 2024:
YES: 21 NO: 0 ABSENT: 4 ABSTAIN: 0

COUNTY OF OSWEGO
Department of Social Services

Stacy Alvord, MSW
Commissioner

P.O. Box 1320 • Mexico, NY 13114
Phone: 315-963-5000 • Fax: 315-963-5477

TO: **Human Services Committee, Oswego County Legislature**

FROM: **Stacy Alvord, Department of Social Services Commissioner**

DATE: **June 13, 2024**

RE: **Establish Capital Project E0324 for DSS Transport Fleet Vehicles**

INFORMATIONAL MEMORANDUM

SUBJECT: Budget Modification to cover the cost of six (6) vehicles for the transport of children in care.

BACKGROUND: DSS has 12 Caseworker Aides whose primary function is the transport of children that are in care to supervised visitation, appointments, etc. They are also often responsible for the supervision of the visits between the children and their families. Currently, we have 6 vehicles that all CWAs share as efficiently as possible, but CWAs are often having to use their own personal vehicles. Use of personal vehicles for this purpose is not the best option as the department has no control over how the vehicles are maintained, nor whether they are appropriate for transporting children. Vehicles may also become unexpectedly damaged or require internal detailing to no fault of the CWA.

DSS attempted to lease these vehicles and had begun the process prior to the end of 2023, however the delivery of those vehicles fell through and the lease pricing went up considerably in the meantime. In collaboration with Purchasing, it was decided to put out a bid to purchase the vehicles instead.

	MINI BID #14479 (1/2024)	DEALER LEASE QUOTE (3/2024)	DIRECT PURCHASE BID (5/2024)
Vehicle	Jeep Grand Cherokee (6)	Jeep Grand Cherokee (6)	Subaru Accent (6)
Monthly Cost Per Vehicle	$799.17 (avg)	$1,250 (avg)	$572.55 (avg)
Annual Cost Per Vehicle	$9,590.04	$15,000	$6,870.60
5 Year Cost Per Vehicle	$47,950.20	$75,000	$34,353
Terms	20,000 miles/YR @ 54 months	20,000 miles/YR @ 60 months	3 YR/36,000 miles basic warranty, Drivetrain- 5YR/60,000 miles
Based on the most recent lease quote, the county would save $8,129.40 per vehicle annually by purchasing directly for a total annual savings of ($8,129.40 X 6 Vehicles) = **$48,776.40**			

The purchase of transport fleet vehicles would be reimbursed at 62% State, and 38% Local. The local portion for this budget modification will be paid from CP E0224 Interfund Transfer.

FISCAL IMPACT: Increase H-529000- E0324 Establish CP Line $206,618, decrease A6060-544300 AFS Automotive $47,661, decrease A6070-436090 State Aid $29,549, increase H-436090-E0324 State Aid $128,103 and H-450310-E0324 Interfund Transfer $60,403.

RECOMMENDATION: Approve this budget modification to transfer $206,618 to establish capital project and cover the purchase of six vehicles for the purpose of transporting children in care.

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 170

RESOLUTION APPOINTING ACTING COMMISSIONER OF SOCIAL SERVICES

By Legislator Roy Reehil:

WHEREAS, Oswego County's Commissioner of Social Services is retiring June 21, 2024, creating a vacancy in that office; and

WHEREAS, Deputy Commissioner Martha Babcock is both willing and qualified to serve as Acting Commissioner of Social Services for the County of Oswego; and

NOW, upon recommendation of the County Administrator and the Human Services Committee and Finance and Personnel Committee of this body; be it

RESOLVED, that Martha Babcock of Oswego, NY be, and hereby is, appointed Acting Commissioner of Social Services for the County of Oswego, commencing June 22, 2024, until such time as the Legislature appoints a Commissioner; and be it further

RESOLVED, that the Acting Commissioner of Social Services shall be compensated at SG 80 Step 15, $115,052 and in accordance with the Management Compensation Plan.

ADOPTED BY VOICE VOTE ON JUNE 13, 2024:
YES: 21 NO: 0 ABSENT: 4 ABSTAIN: 0

Authorized Budget Modification **Res. 170 of 2024**

H 529000	**$206,618**
A6070 544300	**($47,661)**
A6070 436090	**$29,549**
H 436090 E0324	**($128,103)**
H 450310 E0324	**($60,403)**

COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST

ACCOUNT NUMBER			ACCOUNT NUMBER				
ORG	OBJECT	PROJ	ORG	OBJECT	PROJ	DESCRIPTION	DOLLAR AMOUNT
H	529000	E0324				Establish CP E0324	$206,618
			A6070	544300		AFS- Automotive Rental	($47,661)
			A6070	436090		State Aid	$29,549
			H	436090	E0324	State Aid	($128,103)
			H	450310	E0324	Interfund Transfer-CP# E0324	($60,403)
						This capital project is being established using	
						Capital Reserve 146	
							-

DEPARTMENT HEAD DATE 6/3/24

COUNTY ADMINISTRATOR DATE 6/5/24

*DIRECTOR OF HUMAN RESOURCES DATE

CHAIRPERSON DATE

COUNTY TREASURER DATE

*If Personnel Services are impacted

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 171

RESOLUTION AUTHORIZING BUDGETARY MODIFICATION DEPARTMENT OF WORKFORCE DEVELOPMENT – ACCEPT PRIVATE DONATIONS FOR JOB FAIR SUPPORT

By Legislator Mary Ellen Chesbro:

WHEREAS, the Department of Workforce Development was offered donations from two private business to support the Oswego County Workforce New York (OCWNY) Annual Spring Job Fair; and

NOW, upon recommendation of the Economic Development & Planning Committee and Finance & Personnel Committee; be it

RESOLVED, that the County Treasurer be, and he is, authorized to accept revenue from CD6300.427700 Miscellaneous Revenue line and to the CD6300.543600 Advertising line as shown on the attached budget modification request; and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer shall be his authority to affect such transfer and make such adjustments.

ADOPTED BY CONSENT VOTE ON JUNE 13, 2024:
YES: 21 NO: 0 ABSENT: 4 ABSTAIN: 0

Authorized Budget Modification **Res. 171 of 2024**

CD6300 427700	**($1,450.00)**
CD6300 543600	**$1,450.00**

NEW YORK STATE | Oswego County Workforce New York Career Center
A proud partner of the AmericanJobCenter network

200 North Second Street
Fulton, New York 13069
(315) 591-9000
(315) 591-9047 fax or (315) 591-9009 fax
ocwny@oswegocounty.com

TO: Oswego County Legislature
FROM: Rachel Pierce, Director of Department of Workforce Development
DATE: June 13, 2024
RE: Budget Modification – Accept Donations for Job Fair Expenses

INFORMATIONAL MEMORANDUM

SUBJECT: Budget modification to accept donations from local businesses to support Job Fair.

BACKGROUND: The Department of Workforce Development received donations from two local, private businesses to support the OCWNY Annual Spring Fair on May 9, 2024, held at the Lake Ontario Event & Conference Center. 60 local employers were welcome to attend the event that was open to all community members, including a special invite to Oswego County High School Seniors graduating soon into the workforce.

FISCAL IMPACT: Acceptance of $1,450.00 to Miscellaneous Revenue CD6300.427700 and increase expenses Advertising CD6300.543600 by $1,450.00. This is an acceptance of private donations. ***Impact to local share of $0.00***.

RECOMMENDATION: The Department of Workforce Development recommends that the Economic Development & Planning Committee, Finance and Personnel Committee and the Legislature approve this budget modification to accept donation revenue.

COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST

6/13/2024

ACCOUNT NUMBER			ACCOUNT NUMBER				
ORG	OBJECT	PROJ	ORG	OBJECT	PROJ	DESCRIPTION	DOLLAR AMOUNT
CD6300	427700					Miscellaneous Revenue	(1,450.00)
			CD6300	543600		Advertising	1,450.00
						To accept private donations to support OCWNY Job Fair.	
						Total Amount	-

DEPARTMENT HEAD — DATE 6/4/24

*DIRECTOR OF HUMAN RESOURCES — DATE

COUNTY ADMINISTRATOR — DATE 6/7/24

CHAIRPERSON — DATE 6/4/24

COUNTY TREASURER — DATE

*If Personnel Services are impacted

Ver. 7.18.23

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 172

RESOLUTION AUTHORIZING BUDGETARY MODIFICATION DEPARTMENT OF WORKFORCE DEVELOPMENT – ACCEPT PAYMENT FOR METRIX E-LEARNING TRAINING ACCOUNTS

By Legislator Mary Ellen Chesbro:

WHEREAS, the Department of Workforce Development contracted with Pathfinder Bank to provide opportunities for Professional Development training; and

WHEREAS, Pathfinder Bank purchased Metrix e-Learning accounts for 51 current employees; and

WHEREAS, Department of Workforce Development staff continue to monitor usage and completion of said accounts to report to Pathfinder Bank HR and Training staff; and

NOW, upon recommendation of the Economic Development & Planning Committee and Finance & Personnel Committee; be it

RESOLVED, that the County Treasurer be, and he is, authorized to accept revenue from CD6300.427700 Miscellaneous Revenue line and to the CD6300.549600 Other Intensive Services line as shown on the attached budget modification request; and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer shall be his authority to affect such transfer and make such adjustments.

ADOPTED BY CONSENT VOTE ON JUNE 13, 2024:
YES: 21 NO: 0 ABSENT: 4 ABSTAIN: 0

Authorized Budget Modification **Res. 172 of 2024**

CD6300 427700	**($6,839.10)**
CD6300 549600	**$6,839.10**

NEW YORK STATE | Oswego County Workforce New York Career Center
A proud partner of the AmericanJobCenter network

200 North Second Street
Fulton, New York 13069
(315) 591-9000
(315) 591-9047 fax or (315) 591-9009 fax
ocwny@oswegocounty.com

TO: Oswego County Legislature
FROM: Rachel Pierce, Director of Department of Workforce Development
DATE: June 13, 2024
RE: Budget Modification – Accept Payment for Training

INFORMATIONAL MEMORANDUM

SUBJECT: Budget modification to accept payment from local business for professional development training.

BACKGROUND: The Department of Workforce Development contracted with Pathfinder Bank to provide opportunities for Professional Development for over 50 current staff. OCWNY collaborated with Pathfinder Bank HR and Training staff to build appropriate curricula for users. OCWNY created and monitors accounts for all users for up to 6 months.

FISCAL IMPACT: Acceptance of $6,839.10 to Miscellaneous Revenue CD6300.427700 and increase expenses Other Intensive Services CD6300.549600 by $6,839.10. This is an acceptance of payment for training. ***Impact to local share of $0.00***.

RECOMMENDATION: The Department of Workforce Development recommends that the Economic Development & Planning Committee, Finance and Personnel Committee and the Legislature approve this budget modification to accept payment.

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200 North Second Street
Fulton, New York 13069
(315) 591-9000
(315) 591-9047 fax or (315) 591-9009 fax
ocwny@oswegocounty.com

Purchase Requisition
Metrix Online Learning Account(s)

Business Name: Pathfinder Bank
Address: 34 East Bridge St.
City, State, Zip Code: Oswego NY 13126
Contact Person: Mary Snyder
Phone Number: —
Fax Number: —
Email Address: marysnyder@pathfinderbank.com

Pathfinder Bank would like to purchase a Metrix Online Learning Account(s) for the staff person(s) listed below:
(Business Name)

Name	Email Address

Please list below the areas that the individuals listed above would like to study using the Metrix Online Learning system:
Communications, MS office Suite 2016, Professionlism, Sales trainings, Business etiquette, HR related topics.

10% Discount per account to be applied, please.

We agree to purchase these accounts at a rate of **$149.00 per account**. Each account will be available for 180 days from the date of activation and is to be used by the designated staff person only. Accounts will be automatically inactivated if a course is not launched within fourteen days. Upon activation of the accounts, an invoice will be sent to the address above.

Mary M Snyder Corporate Trainer 3-27-24
Signature Title Date

COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST

6/13/2024

ACCOUNT NUMBER			ACCOUNT NUMBER				
ORG	OBJECT	PROJ	ORG	OBJECT	PROJ	DESCRIPTION	DOLLAR AMOUNT
CD6300	427700					Miscellaneous Revenue	(6,839.10)
			CD6300	549600		Other Intentive Services	6,839.10
						To accept payment for training.	
						Total Amount	-

6/4/24
DEPARTMENT HEAD DATE

*DIRECTOR OF HUMAN RESOURCES DATE

*If Personnel Services are impacted

6/24
COUNTY ADMINISTRATOR DATE

6/4/24
CHAIRPERSON DATE

COUNTY TREASURER DATE

Ver. 7.18.23

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 173

RESOLUTION AUTHORIZING BUDGETARY MODIFICATION DEPARTMENT OF WORKFORCE DEVELOPMENT FOR INDIVIDUAL TRAINING ACCOUNTS (ITA) SCHOLARSHIPS

By Legislator Mary Ellen Chesbro:

WHEREAS, under the Workforce Innovation and Opportunities Act federal funding, the Department of Workforce Development provides ITA tuition for scholarships to customers enrolled in vocational training; and

WHEREAS, the Department of Workforce Development has issued more ITA scholarships than originally budgeted for; and

NOW, upon recommendation of the Economic Development & Planning Committee and Finance & Personnel Committee; be it

RESOLVED, that the County Treasurer be, and he is, authorized to transfer the funds from CD6300.549100 On the Job Training Expense line to the CD6300.549500 ITA Tuition Payments line as shown on the attached budget modification request; and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer shall be his authority to affect such transfer and make such adjustments.

ADOPTED BY CONSENT VOTE ON JUNE 13, 2024:
YES: 21 NO: 0 ABSENT: 4 ABSTAIN: 0

Authorized Budget Modification **Res. 173 of 2024**

CD6300 549100	**($70,000.00)**
CD6300 549500	**$70,000.00**

NEW YORK STATE | Oswego County Workforce New York Career Center
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200 North Second Street
Fulton, New York 13069
(315) 591-9000
(315) 591-9047 fax or (315) 591-9009 fax
ocwny@oswegocounty.com

TO: Oswego County Legislature
FROM: Rachel Pierce, Director of Department of Workforce Development
DATE: June 13, 2024
RE: Budget Modification – Transfer of Funds from On-the-Job Training to ITA Tuition

INFORMATIONAL MEMORANDUM

SUBJECT: Budget modification to transfer funds from On-the-Job training line to ITA tuition line

BACKGROUND: Under the Workforce Innovation and Opportunities Act (WIOA) federal funding, the Department of Workforce Development offers funding for training services to jobseekers and business customers. These services include On-the-Job Training with reimbursement of new hire wages to local employers and ITA Tuition for scholarships to customers enrolled in vocational training. The Department has issued more ITA scholarships than originally budgeted for and less OJT requests. Therefore, this is a shift in WIOA funding for planned services. Workforce Development services are offered under the NYS Department of Labor determined allocation of funding in response to the local labor market demand, which is difficult to predict. This shift in funding for services promotes the growth of a skilled workforce in response to Oswego County economic development.

FISCAL IMPACT: Increase ITA Tuition budget line 549500 by $70,000.00 and decrease On-the-Job Training line 549100 by $70,000.00. Reimbursement is as follows: This is a shift of WIOA program funding from one service line to another. ***Impact to local share of $0.00***.

RECOMMENDATION: The Department of Workforce Development recommends that the Economic Development & Planning Committee, Finance and Personnel Committee and the Legislature approve this budget modification to transfer funds from On-the-Job Training line 549100 to ITA Tuition budget line 549500.

COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST

6/13/2024

ACCOUNT NUMBER			ACCOUNT NUMBER				
ORG	OBJECT	PROJ	ORG	OBJECT	PROJ	DESCRIPTION	DOLLAR AMOUNT
CD6300	549100					On the Job Training Expense	$ (70,000.00)
			CD6300	549500		ITA Tuition Payments	$ 70,000.00
						To increase the ITA Tuition Payments line within the	
						Workforce Development Budget.	

6/4/24
DEPARTMENT HEAD DATE

*DIRECTOR OF HUMAN RESOURCES DATE

*If Personnel Services are impacted

6724
COUNTY ADMINISTRATOR DATE

CHAIRPERSON 6/4/24 DATE

COUNTY TREASURER DATE

Ver. 7.18.23

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 174

RESOLUTION AUTHORIZING BUDGETARY MODIFICATION DEPARTMENT OF WORKFORCE DEVELOPMENT – ACCEPT EXTENSION OF CONTRACTED FUNDING FROM CENTERSTATE CORPORATION FOR ECONOMIC OPPORTUNITY (CEO)

By Legislator Mary Ellen Chesbro:

WHEREAS, this Legislative body resolved to accept the initial contracted funding per Resolution 178 of 2023; and

WHEREAS, the Department of Workforce Development will continue work as a consultant for Centerstate CEO on CDL training initiative for the CNY Region; and

WHEREAS, the extension of this contract is through December 31, 2024, to meet contract deliverables; and

NOW, upon recommendation of the Economic Development & Planning Committee and Finance & Personnel Committee; be it

RESOLVED, that the County Treasurer be, and he is, authorized to accept revenue from CD6300.427700 Miscellaneous Revenue line and to the CD6300.549500 ITA Tuition Payments line as shown on the attached budget modification request; and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer shall be his authority to affect such transfer and make such adjustments.

ADOPTED BY CONSENT VOTE ON JUNE 13, 2024:
YES: 21 NO: 0 ABSENT: 4 ABSTAIN: 0

Authorized Budget Modification	**Res. 174 of 2024**
CD6300 427700	**($43,418.00)**
CD6300 549500	**$43,418.00**

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200 North Second Street
Fulton, New York 13069
(315) 591-9000
(315) 591-9047 fax or (315) 591-9009 fax
ocwny@oswegocounty.com

TO: Oswego County Legislators
FROM: Rachel Pierce, Director of Workforce Development
DATE: June 13, 2024
RE: Budget 2024 Modification – Contract Extension

INFORMATIONAL MEMORANDUM

SUBJECT: **Modifications to 2024 Budget for the Department of Workforce Development (WDB)**

BACKGROUND:
To extend contracted funding from Centerstate Corporation for Economic Development as the Regional Commercial Drivers' License Workforce Strategy Consultant through December 31, 2024.

The WDB, Centerstate CEO, and partners are working to establish industry partnerships which will align a strategy to add more CDL training slots to the region. This strategy will be designed specifically to attract and retain diverse talent in CDL-related careers and include paid training with local providers and work-based learning with local employers.

The consultant's (WDB) role is to help establish and staff a 2-county industry partnership with Oswego and Onondaga County CDL trainers and employers, to utilize the WDB infrastructure and implement CDL training in the region to target un/underemployed individuals to transition to higher-wage jobs with a CDL, but who can not afford to stop working to do so.

FISCAL IMPACT: Acceptance of contract extension to Miscellaneous Revenue CD6300.427700 for $43,418.00 additional revenue. This will in turn increase CD6300.549500 ITA Tuition Payments. Department of Workforce Development received the initial $20,431.00 in 2023, totaling contract to $63,849.00. The attached budget modification reflects this request. ***Impact to local share of $0.00***.

RECOMMENDATION:
The Department recommends the Economic Development & Planning Committee, the Finance & Personnel Committee and the Oswego County Legislature authorize the Department of Workforce Development to accept the budget modification in response to the extended contract with Centerstate CEO.

COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST

6/13/2024

ACCOUNT NUMBER			ACCOUNT NUMBER				
ORG	OBJECT	PROJ	ORG	OBJECT	PROJ	DESCRIPTION	DOLLAR AMOUNT
CD6300	427700					Miscellaneous Revenue	(43,418.00)
			CD6300	549500		ITA Tuition Payments	43,418.00
						To accept funding under contract extension with Centerstate	
						CEO for CDL Training Initiative for additional revenue.	
						Total Amount	-

6/4/24
DEPARTMENT HEAD DATE

*DIRECTOR OF HUMAN RESOURCES DATE

*If Personnel Services are impacted

6724
COUNTY ADMINISTRATOR DATE

CHAIRPERSON 6/4/24 DATE

COUNTY TREASURER DATE

Ver. 7.18.23

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 175

RESOLUTION AUTHORIZING BUDGET MODIFICATION TO MOVE FROM LEGISLATURE ACCOUNT STATE AID BUS AND OTHER MASS TRANS TO MOBILITY MANAGEMENT

By Legislator Mary Ellen Chesbro:

WHEREAS the current payments for State Aid Bus and Other Mass Transportation is currently under and the Oswego County Legislature; and

WHEREAS, the Oswego County Legislature formed a Mobility Management Department to oversee transportation for the county; and

NOW THERFORE, upon recommendation of the Economic Development and Planning Committee and the approval of the Finance & Personnel Committee; be it

RESOLVED, that the County Treasurer be, and he hereby is, authorized to transfer the funds from and to the accounts as shown on the attached budget modification request; and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer shall be his authority to affect such transfer and make such adjustments.

ADOPTED BY CONSENT VOTE ON JUNE 13, 2024:
YES: 21 NO: 0 ABSENT: 4 ABSTAIN: 0

Authorized Budget Modification	**Res. 175 of 2024**
A1010 435940 OCOBO	**$615,064.07**
A8021 435940 OCOBO	**($615,064.07)**
A1010 546500 OCOBO	**($922,6343.25)**
A8021 546500 OCOBO	**$922,643.25**
A1010 445890 OCOBO	**$150,000.00**
A8021 445890 OCOBO	**$(150,000.00)**

OFFICE OF THE CHAIRMAN
OSWEGO COUNTY LEGISLATURE

Phone (315) 349-8230
Fax (315) 349-8237

COUNTY OFFICE BUILDING - 46 EAST BRIDGE STREET OSWEGO, NEW YORK 13126

JIM WEATHERUP
CHAIRMAN
EMAIL: james.weatherup@oswegocounty.com

BETSY SHERMAN-SAUNDERS
CLERK OF THE LEGISLATURE
EMAIL: betsy.saunders@oswegocounty.com

INFORMATIONAL MEMORANDUM

Subject: Request to move State Aid Bus and Other Mass Transit money from the Legislative Account to Mobility Management.

Purpose: This is a request to move the Mass Transit Money from the Oswego County Legislative Accounts to the Mobility Management Accounts.

Summary: The current payments for State Aid Bus and Other Mass Transportation is currently under and the Oswego County Legislature. The Oswego County Legislature formed a Mobility Management Department to oversee transportation for the county, therefore we are requesting to move the accounts to Mobility Management.

Recommended To move all mass transportation funds from the Oswego County Legislative Budget Lines to the Mobility Management Budget Lines.

Fiscal Impact: None

COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST

2024

ACCOUNT NUMBER			ACCOUNT NUMBER				
ORG	OBJECT	PROJ	ORG	OBJECT	PROJ	DESCRIPTION	DOLLAR AMOUNT
A1010	435940	OCOBO				State Aid Bus and Other Mass Transit	$ 615,064.07
			A8021	435940	OCOBO	State Aid Bus and Other Mass Transit	$ (615,064.07)
			A1010	546500	OCOBO	Other payments	$ (922,643.25)
A8021	546500	OCOBO				Other payments	$ 922,643.25
A1010	445890	OCOBO				Fed Aid other Trans	$ 150,000.00
			A8021	445890	OCOBO	Fed Aid other Trans	$ (150,000.00)

6/4/24
DEPARTMENT HEAD DATE

6724
COUNTY ADMINISTRATOR DATE

*DIRECTOR OF HUMAN RESOURCES DATE

6/4/24
CHAIRPERSON DATE

COUNTY TREASURER DATE

*If Personnel Services are impacted

Ver. 7.18.23

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 176

RESOLUTION AUTHORIZING THE EXECUTION OF AN AMENDED AGREEMENT WITH OSWEGO COUNTY OPPORTUNITIES, INC.- BID 22-CDPT-006 OSWEGO COUNTY PUBLIC TRANSPORTATION

By Legislator Mary Ellen Chesbro:

WHEREAS, the County and Vendor have, heretofore, entered into an agreement pursuant to Bid Award 22-CDPT-006 for Oswego County Public Transportation Services dated December 15, 2022; and

WHEREAS, all Oswego County Public Transportation routes daily mileage increased from 1,288 miles in 2021 to 1,330 miles in 2023; and

WHEREAS, Route OPT 12 was restructured in October of 2022 at the behest of the County and the new route added 35 miles per day resulting in an additional 8,890 miles for 2023; and

WHEREAS, there were also route deviations from Selkirk Landing until Route OPT 14 was revised in November of 2023 to include Selkirk Landing as an official stop at the behest of the County which also increased contract mileage; and

WHEREAS, both of these changes (OPT 12 and Selkirk Landing) resulted in an increase from the total contract mileage in 2023 as there were an additional 10,443 miles run due to changes agreed upon by the county; and

WHEREAS, an amended agreement is both necessary and desirable.

NOW, THEREFORE, upon recommendation of the Economic Development & Planning Committee of this body, it is hereby

RESOLVED, that this body hereby amends the total sum not to exceed to be paid to Oswego County Opportunities, Inc. as follows: All Fixed Routes- Year #1, Price per Mile $4.54, Total Route Price: $1,400,076.00 be and is hereby AMENDED AND INCREASED by $47,411.22 (to reflect an additional 10,443 miles) for a TOTAL AMENDED AUTHORIZED SUM NOT TO EXCEED to be paid for mileage in 2023 of :$1,447,87.22;

WHEREAS, All Fixed Routes- Year #2 Price per Mile $4.85, Total Route Price: $1,494,464 be and is hereby AMENDED AND INCREASED for a TOTAL AMENDED AUTHORIZED SUM NOT TO EXCEED to be paid for mileage in 2024 of $1,600,500.00; and,

WHEREAS, All Fixed Routes- Year #3 Price per Mile $5.19, Total Route Price: $1,599,076 be and is hereby AMENDED AND INCREASED for a TOTAL AMENDED AUTHORIZED SUM NOT TO EXCEED to be paid for mileage in 2025 of $1,712,700.00; the above changes in pricing reflect a total annual not to exceed mileage for all routes of 330,000 miles per year; and it is further

RESOLVED, that the Chair of the Legislature be and is hereby authorized to execute an amended agreement with Oswego County Opportunities, Inc. in acceptable form to the County Attorney to implement same.

ADOPTED BY CONSENT VOTE ON JUNE 13, 2024:
YES: 21 NO: 0 ABSENT: 4 ABSTAIN: 0

OSWEGO COUNTY LEGISLATURE

DRAFT - FOR DISCUSSION ONLY

FIRST AMENDMENT TO OSWEGO COUNTY PURCHASING DEPARTMENT VENDOR AGREEMENT
BID 22-CDPT-006
Oswego County Public Transportation

THIS AMENDED AGREEMENT is entered into as of this ____ day of JUNE, 2024 by and between the **COUNTY OF OSWEGO**, a municipal corporation by and of the State of New York, hereinafter referred to as the "**COUNTY**," with principal offices at the Oswego County Legislative Office Building, 46 East Bridge Street, Oswego, New York 13126; and **OSWEGO COUNTY OPPORUNITIES, INC.**, a domestic not-for-profit corporation organized and existing under the laws of the State of New York with principal business offices located at 239 Oneida Street, Fulton, New York, hereinafter referred to as "**VENDOR**."

WITNESSETH:

Whereas, the County and Vendor have, heretofore, entered into an agreement pursuant to Bid Award 22-CDPT-006 for Oswego County Public Transportation Services; and

Whereas, all Oswego County Public Transportation routes daily mileage increased from 1,288 miles in 2021 to 1,330 miles in 2023; and

Whereas, Route OPT 12 was restructured in October of 2022 at the behest of the County and the new route added 35 miles per day resulting in an additional 8,890 miles for 2023; and

Whereas, there were also route deviations from Selkirk Landing until Route OPT 14 was revised in November of 2023 to include Selkirk Landing as an official stop at the behest of the County which also increased contract mileage; and

Whereas, both of these changes (OPT 12 and Selkirk Landing) resulted in an increase from the total contract mileage in 2023 as there were an additional 10,443 miles run due to changes agreed upon by the county; and

Whereas, this Amended Agreement has been authorized by resolution of the Oswego County Legislature; and

Whereas, a contract amendment is both necessary and desirable,

NOW, THEREFORE, it is mutually agreed upon as follows:

1. **ARTICLE 3, Compensation, Schedule B** of the Agreement dated December 15 of 2022 be and is hereby AMENDED as follows:

All Fixed Routes- Year #1, Price per Mile $4.54, Total Route Price: $1,400,076.00 be and is hereby **AMENDED AND INCREASED** by $47,411.22 (to reflect an additional 10,443 miles) for a **TOTAL AMENDED AUTHORIZED SUM NOT TO EXCEED** to be paid for mileage in 2023 of :**$1,447,87.22**;

All Fixed Routes- Year #2 Price per Mile $4.85, Total Route Price: $1,494,464 be and is hereby **AMENDED AND INCREASED** for a **TOTAL AMENDED AUTHORIZED SUM NOT TO EXCEED** to be paid for mileage in 2024 of **$1,600,500.00;** and,

All Fixed Routes- Year #3 Price per Mile $5.19, Total Route Price: $1,599,076 be and is hereby **AMENDED AND INCREASED** for a **TOTAL AMENDED AUTHORIZED SUM NOT TO EXCEED** to be paid for mileage in 2025 of **$1,712,700.00**; and

The above changes in pricing reflect a total annual not to exceed mileage for all routes of 330,000 miles per year.

2. The rest and remainder of the underlying agreement shall remain in full force and effect except as amended herein.

WHEREFORE, the parties have executed this **AMENDED AGREEMENT** as of the date and year first above written.

COUNTY OF OSWEGO

By: _____
Hon. James S. Weatherup, Chair
Oswego County Legislature

VENDOR

By: _____
Name signed to be printed beneath.

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 177

RESOLUTION AUTHORIZING CREATION OF A TRANSPORTATION LINE IN EARLY INTERVENTION AND TRANSFER FUNDS

By Legislator Karasek:

WHEREAS, Oswego County is responsible to provide transportation and other related costs that are necessary to enable an eligible child and the child's family to receive early intervention services; and

WHEREAS, transportation is anticipated to be provided primarily in the form of parent mileage support, other forms of support will be determined on an as needed basis; and

WHEREAS, the Health Department is requesting the creation of an Early Intervention Transportation line at the amount of $35,698, funded by 49% State Reimbursement of $17,492 and the remainder of $18,206 from a vacant position; and

NOW, upon recommendation of the Finance and Personnel Committee of this Legislature; be it

RESOLVED, that the County Treasurer be, and he is, authorized to transfer the funds from and to the accounts as shown on the attached budget modification request; and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer shall be his authority to affect such transfer and make such adjustments.

ADOPTED BY CONSENT VOTE ON JUNE 13, 2024:
YES: 21 NO: 0 ABSENT: 4 ABSTAIN: 0

Authorized Budget Modification **Res. 177 of 2024**

A4059 434490	**$17,492.00**
A4059 511000	**($18,206.00)**
A4059 543900	**$35,698.00**

OSWEGO COUNTY HEALTH DEPARTMENT

VERA DUNSMOOR, DIRECTOR OF PUBLIC HEALTH
PHONE 315.349.3545

70 BUNNER STREET, OSWEGO, NEW YORK 13126-3357
FAX 315.349.3435

To: **Oswego County Legislature**
From: **Vera Dunsmoor, Director of Public Health**
Date: **June 13, 2024**
Re: **Budget Modification – Early Intervention Transportation**

SUBJECT:
Budget Modification creating a Transportation line in the Early Intervention budget.

BACKGROUND:
Early Intervention Program (EIP) services are defined to include transportation and other related costs that are necessary to enable an eligible child and the child's family to receive early intervention services. If the parent has demonstrated an inability to provide or access transportation, the municipality in which an eligible child resides shall arrange and provide payment for suitable transportation services necessary for the child's and parent's participation in early intervention services contained within the Individualized Family Service Plan (IFSP). The municipality shall ensure that transportation is available beginning the first day of service as agreed upon in the IFSP when transportation is necessary to enable the child and the child's family to receive early intervention services. This is a mandated service.

Transportation is anticipated to be provided primarily in the form of parent mileage support at the Federal rates. Other forms of support will be determined on an as needed basis. The funding request for 2024 is based on 30 children receiving services, 2 days per week, using a 74 mile round-trip average.

Health is requesting the creation of an Early Intervention Transportation line, funded by 49% State Reimbursement and the remainder from a vacant position.

FISCAL IMPACT: Increase the Transportation line by $35,698. The increase will be offset by State Aid of $17,492 and $18,206 from vacancies.

RECOMMENDATION:
Approve this budget modification creating Transportation line A4059-543900 $35,698, increasing A4059-434490 by $17,492 and decreasing A4059-511000 by $18,206.

COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST

ACCOUNT NUMBER			ACCOUNT NUMBER				
ORG	OBJECT	PROJ	ORG	OBJECT	PROJ	DESCRIPTION	DOLLAR AMOUNT
A4059	434490					EI: State Aid	17,492.00
A4059	511000					EI: Salaries	(18,206.00)
			A4059	543900		EI: Transportation	35,698.00
						Create transportation line in Early Intervention budget	

Kristin Thomas 6-4-24
DEPARTMENT HEAD DATE

*DIRECTOR OF HUMAN RESOURCES DATE

*If Personnel Services are impacted

6/7/24
COUNTY ADMINISTRATOR DATE

Michael Selway 6/4/24
CHAIRPERSON DATE

COUNTY TREASURER DATE

Ver. 7.18.23

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 178

RESOLUTION AUTHORIZING BUDGET MODIFICATION TO ADD ARPA FUNDS FOR ACCREDITATION

By Legislator Karasek:

WHEREAS, in 2023 ARPA funds were approved for Accreditation; and

WHEREAS, the Health Department has received approval to submit their application for Accreditation and are requesting to add ARPA funds to the budget from the Internal ARPA fund; and

WHEREAS, the Health Department is requesting to increase the Fed Aid Other-ARPA line by $8,400, increase the Other Fees & Services-ARPA line by $8,400, and decrease the Internal APRA fund by $8,400; and

NOW, upon recommendation of the Finance and Personnel Committee of this Legislature; be it

RESOLVED, that the County Treasurer be, and he is, authorized to transfer the funds from and to the accounts as shown on the attached budget modification request; and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer shall be his authority to affect such transfer and make such adjustments.

ADOPTED BY CONSENT VOTE ON JUNE 13, 2024:
YES: 21 NO: 0 ABSENT: 4 ABSTAIN: 0

Authorized Budget Modification	**Res. 178 of 2024**
A 268805	**($8,400.00)**
A4010 444890 ARPA	**($8,400.00)**
A4010 543800	**$8,400.00**

OSWEGO COUNTY HEALTH DEPARTMENT

VERA DUNSMOOR, DIRECTOR OF PUBLIC HEALTH
PHONE 315.349.3545

70 BUNNER STREET, OSWEGO, NEW YORK 13126-3357
FAX 315.349.3435

To: **Oswego County Legislature**
From: **Vera Dunsmoor, Director of Public Health**
Date: **June 13, 2024**
Re: **Budget Modification – Add ARPA Funds to Health Administration Budget**

SUBJECT:
Budget Modification adding ARPA funds in the Health Administration budget.

BACKGROUND:
In 2023 ARPA funds were approved for the Health Department to apply for Accreditation through the Public Health Accreditation Board (PHAB). The process began in 2023 by going through the Readiness & Training program. In 2024 that program was completed and OCHD has received approval to submit their application for Accreditation. Health is requesting to add the ARPA funds for the application from the Internal ARPA fund.

FISCAL IMPACT: Increase the Fed Aid Other-ARPA line by $8,400, increase the Other Fees & Services-ARPA line by $8,400, and decrease the Internal APRA fund by $8,400.

RECOMMENDATION:
Approve this budget modification, increasing A4010-444890-ARPA by $8,400, increasing A4010-543800-APRPA and decreasing A-268805 by $8,400.

COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST

ACCOUNT NUMBER			ACCOUNT NUMBER				
ORG	OBJECT	PROJ	ORG	OBJECT	PROJ	DESCRIPTION	DOLLAR AMOUNT
A	268805					ARPA-Internal	(8,400.00)
A4010	444890	ARPA				Admin: Fed Aid Other-ARPA	(8,400.00)
			A4010	543800		Admin: Other Fees & Services	8,400.00
						Add ARPA funds for accreditation	

Yvonne Donnor 6-4-24
DEPARTMENT HEAD DATE

*DIRECTOR OF HUMAN RESOURCES DATE

*If Personnel Services are impacted

COUNTY ADMINISTRATOR 6/24/24 DATE

Michael Lafave 6/4/24
CHAIRPERSON DATE

COUNTY TREASURER DATE

Ver. 7.18.23

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 179

RESOLUTION AUTHORIZING INCREASE TO CAPITAL PROJECT #134 SILK ROAD REMEDIATION RESERVE

By Legislator Karasek:

WHEREAS, anticipated 2024 maintenance needs for Capital Project #134 total $129,000; and

WHEREAS, the current balance of Capital Project #134 is $48,277; and

WHEREAS, the Health Department is requesting a transfer of $80,277 from the CR #195, Silk Road Remediation Reserve, to cover 2024 anticipated costs, and

NOW, upon recommendation of the Finance and Personnel Committee of this Legislature; be it

RESOLVED, that the County Treasurer be, and he is, authorized to transfer the funds from and to the accounts as shown on the attached budget modification request; and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer shall be his authority to affect such transfer and make such adjustments.

ADOPTED BY CONSENT VOTE ON JUNE 13, 2024:
YES: 21 NO: 0 ABSENT: 4 ABSTAIN: 0

Authorized Budget Modification **Res. 179 of 2024**

H 450310 134	**($80,277.00)**
H 529000 134	**$80,277.00**
A 599014 195	**$80,277.00**

OSWEGO COUNTY HEALTH DEPARTMENT

VERA DUNSMOOR, DIRECTOR OF PUBLIC HEALTH
PHONE 315.349.3545

70 BUNNER STREET, OSWEGO, NEW YORK 13126-3357
FAX 315.349.3435

To: **Oswego County Legislature**
From: **Vera Dunsmoor, Director of Public Health**
Date: **June 13, 2024**
Re: **Budget Modification – Silk Road Landfill**

SUBJECT:
To increase the authorization level of Silk Road Landfill CP #134.

BACKGROUND:
The Silk Road Landfill falls under the jurisdiction of the USEPA. Maintenance is needed for the site to stay compliant with the EPA O&M guidelines.

Itemized tasks below with detailed cost estimates in the attached:

1. Annual engineering contract for reviewing monitoring data, quarterly site inspections, drafting reports to the EPA, RFP/contract development, etc.
2. Well sampling materials, equipment, and lab testing.
3. Leachate monitoring and disposal.
4. EPA fees.
5. Site maintenance for mowing, drainage/erosion repairs, vector/vermin control, fence repairs and parts, etc.

The estimated total cost of the above is $129,000 while CP#134 currently has $48,277 available in the account.

FISCAL IMPACT: CP #134 will be increased by $80,277 using a transfer from CR #195, Silk Road Remediation Reserve. This is done annually based on the anticipated maintenance.

RECOMMENDATION:
Approve this budget modification increasing CP #134 by $80,277 using a transfer from CR #195, Silk Road Remediation Reserve.

Task	Task Description	Cost
Engineering	Review site monitoring data, write reports, quarterly site inspections, RFP/contract development, Project Coordinator, EPA liaison, etc.	Barton & Loguidice, D.P.C. 2023 Contract = $37,500
EPA Fees	Annual charge for oversight	$10,000
Sampling	Collect all necessary samples, prep for shipment **Material/equipment for sampling **Includes all sampling**	Laboratory Services under 2023 contract $26,000 *Supplies $3,000
Leachate	Leachate pumping & treatment	$5,000
Site Maintenance	All on-site structures, flares, pumps & pumping systems (including monitoring wells), mowing, drainage/erosion repairs, vector/vermin control, fence repairs as needed, etc.	***$47,500
	Total	**$129,000**

*Various supplies typically required include:

Paper towels	Water/Distilled Water
Ice	Soap
Gloves	Batteries

*Equipment & maintenance needs typically include:

- Small engine repairs (Honda compressor & control units)
- UTV (Mule) maintenance such as oil change, filters etc.
- John Deere tractor upkeep/maintenance
- General building upkeep
- Replacement batteries for sampling units or flare controllers as needed

***In 2024:

The EPA required seep pumping system installed in 2014 on the west slope of the landfill situation remains unchanged. The system is still not operational and if EPA requires it to be brought back on-line it will need upgrades to system components. These upgrades will require an RFP etc. These costs do not appear in the chart above. Also in 2024 we will be performing maintenance on the recovery well pumping system. At least at the present time the repairs a minor & can be covered in-house at minimal cost.

05/15/2024

COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST

ACCOUNT NUMBER			ACCOUNT NUMBER				
ORG	OBJECT	PROJ	ORG	OBJECT	PROJ	DESCRIPTION	DOLLAR AMOUNT
H	450310	134				Interfund Transfers	(80,277.00)
			H	529000	134	Equipment Cap Proj 134	80,277.00
			A	599014	195	CR #195 Silk Road Remediation Reserve	80,277.00
						Increase authorization of CP#134-RD/RA Silk Road Action	
						by $80,277 in order to cover the cost of various 2024 maintenance	
						projects at the Silk Road Landfill. Funded through a	
						transfer from CR#195 - Silk Road Remediation Reserve.	

6-4-24
DEPARTMENT HEAD DATE

*DIRECTOR OF HUMAN RESOURCES DATE

*If Personnel Services are impacted

6724
COUNTY ADMINISTRATOR DATE

6/4/24
CHAIRPERSON DATE

COUNTY TREASURER DATE

Ver. 7.18.23

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 180

RESOLUTION AUTHORIZING INCREASE TO HEALTH ADMINISTRATION OVERTIME BUDGET

By Legislator Karasek:

WHEREAS, due to the retirement of their Senior Accountant, the Principal Accountant has been working overtime to meet the demands of the increased workload caused by the vacancy; and

WHEREAS, the budgeted Overtime funds have been depleted and 2024 cost reports, State Aid Article 6 and 2025 operational budget preparations still need to be completed; and

WHEREAS, the Health Department is requesting an increase to the Health Administration Overtime budget of $5,000, offset by $4,205 budgeted for a Temporary Senior Accountant position that was unable to be filled and $795 from vacancies; and

NOW, upon recommendation of the Finance and Personnel Committee of this Legislature; be it

RESOLVED, that the County Treasurer be, and he is, authorized to transfer the funds from and to the accounts as shown on the attached budget modification request; and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer shall be his authority to affect such transfer and make such adjustments.

ADOPTED BY CONSENT VOTE ON JUNE 13, 2024:
YES: 21 NO: 0 ABSENT: 4 ABSTAIN: 0

Authorized Budget Modification	**Res. 180 of 2024**
A4010 511000	**($5,000.00)**
A4010 512000	**$5,000.00**

OSWEGO COUNTY
VERA DUNSMOOR, DIRECTOR OF PUBLIC HEALTH
PHONE 315.349.3545

HEALTH DEPARTMENT
70 BUNNER STREET, OSWEGO, NEW YORK 13126-3357
FAX 315.349.3435

To: **Oswego County Legislature**
From: **Vera Dunsmoor, Director of Public Health**
Date: **June 13, 2024**
Re: **Budget Modification – Increase Health Administration Overtime**

SUBJECT:
Budget Modification increasing Overtime in the Health Administration budget.

BACKGROUND:
The Health Administration division utilizes Overtime in their Finance division throughout the year for the preparation of cost reports, Article 6 State Aid and operational budget. Due to the retirement of their Senior Accountant, the Principal Accountant has been working overtime to meet the demands of the increased workload caused by the vacancy. The budgeted Overtime funds have been depleted and 2024 cost reports, State Aid Article 6 and 2025 operational budget preparations still need to be completed.

Health is requesting to increase Overtime $5,000 by utilizing $4,205 budgeted for a Temporary Senior Accountant position that was unable to be filled. This position was intended to train with former Senior Accountant prior to retirement and is no longer needed. The remainder of $795 will come from vacancies.

FISCAL IMPACT: Increase the Overtime line by $5,000 and decrease the salary line by $5,000. Overtime funds will remain eligible for Article 6 reimbursement.

RECOMMENDATION:
Approve this budget modification, increasing A4010-512000 by $5,000 and decreasing A4010-511000 by $5,000.

COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST

ACCOUNT NUMBER			ACCOUNT NUMBER				
ORG	OBJECT	PROJ	ORG	OBJECT	PROJ	DESCRIPTION	DOLLAR AMOUNT
A4010	511000					Admin: Salaries	(5,000.00)
			A4010	512000		Admin: Overtime	5,000.00
						Increase Overtime due to retirement of Senior Accoutnant	

Luisa Ingraco 4-6-24
DEPARTMENT HEAD DATE

*DIRECTOR OF HUMAN RESOURCES DATE

*If Personnel Services are impacted

6724
COUNTY ADMINISTRATOR DATE

Michael Lahey 6/4/24
CHAIRPERSON DATE

COUNTY TREASURER DATE

Ver. 7.18.23

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 181

RESOLUTION AUTHORIZING BUDGET MODIFICATION OF ADDITIONAL HOURS IN HEALTH ADMINISTRATION BUDGET

By Legislator Karasek:

WHEREAS, funding for additional hours was inadvertently left off in the transition between the 2024 draft and adopted budget; and

WHEREAS, Health is requesting to add this funding back into the budget, utilizing funds from vacancies; and

WHEREAS, the Health Department is requesting an increase to the Health Administration Additional Hours budget of $4,000, offset by $4,000 in vacancies. Associated Article 6 State Aid reimbursement is already included in the 2024 budget; and

NOW, upon recommendation of the Finance and Personnel Committee of this Legislature; be it

RESOLVED, that the County Treasurer be, and he is, authorized to transfer the funds from and to the accounts as shown on the attached budget modification request; and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer shall be his authority to affect such transfer and make such adjustments.

ADOPTED BY CONSENT VOTE ON JUNE 13, 2024:
YES: 21 NO: 0 ABSENT: 4 ABSTAIN: 0

Authorized Budget Modification **Res. 181 of 2024**

A4010 511000	**($4,000.00)**
A4010 514300	**$4,000.00**

OSWEGO COUNTY HEALTH DEPARTMENT

VERA DUNSMOOR, DIRECTOR OF PUBLIC HEALTH
PHONE 315.349.3545

70 BUNNER STREET, OSWEGO, NEW YORK 13126-3357
FAX 315.349.3435

To: **Oswego County Legislature**
From: **Vera Dunsmoor, Director of Public Health**
Date: **June 13, 2024**
Re: **Budget Modification – Health Administration Additional Hours**

SUBJECT:
Budget Modification adding Additional Hours in the Health Administration budget.

BACKGROUND:
The Health Administration division utilizes Additional Hours throughout the year for the preparation of cost reports, Article 6 State Aid and operational budget. The $4,000 requested by Health during the 2024 budget process was inadvertently left off during the transition between the 2024 draft and adopted budget. Health is requesting to add this back into the budget, using funds from vacancies.

FISCAL IMPACT: Increase the Additional Hours line by $4,000 and decrease the salary line by $4,000. The related Article 6 State Aid reimbursement is already included in the 2024 Budget.

RECOMMENDATION:
Approve this budget modification, increasing A4010-514300 by $4,000 and decreasing A4010-511000 by $4,000.

COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST

ACCOUNT NUMBER			ACCOUNT NUMBER				
ORG	OBJECT	PROJ	ORG	OBJECT	PROJ	DESCRIPTION	DOLLAR AMOUNT
A4010	511000					Admin: Salaries	(4,000.00)
			A4010	514300		Admin: Additonal Hours	4,000.00
						Add additonal hours back into the 2024 budget	

Susan Damon 6-4-24
DEPARTMENT HEAD DATE

*DIRECTOR OF HUMAN RESOURCES DATE

*If Personnel Services are impacted

6/7/24
COUNTY ADMINISTRATOR DATE

Michael Selsky 6/4/24
CHAIRPERSON DATE

COUNTY TREASURER DATE

Ver. 7.18.23

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 182

RESOLUTION AUTHORIZING INCREASE A4059 ADDITIONAL HOURS FOR SPECIAL EDUCATION PROGRAM – HEALTH DEPARTMENT

By Legislator Karasek:

WHEREAS, the Children With Special Needs Director retired and a new Director was appointed from within, thus leaving the Special Education Program Coordinator position vacant; and

WHEREAS, The CSN Director has been filling the needs of both positions, utilizing Additional Hours to complete the needed tasks. The Coordinator position has since been filled but the need for Additional Hours still exists until they are fully trained; and

WHEREAS, the Health Department is requesting an increase to the Early Intervention Additional Hours budget of $2,000, offset by excess salary due to the retirement of the prior Director of CSN; and

NOW, upon recommendation of the Finance and Personnel Committee of this Legislature; be it

RESOLVED, that the County Treasurer be, and he is, authorized to transfer the funds from and to the accounts as shown on the attached budget modification request; and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer shall be his authority to affect such transfer and make such adjustments.

ADOPTED BY CONSENT VOTE ON JUNE 13, 2024:
YES: 21 NO: 0 ABSENT: 4 ABSTAIN: 0

Authorized Budget Modification **Res. 182 of 2024**

A4059 511000	**($2,000.00)**
A4059 514300	**$2,000.00**

OSWEGO COUNTY
VERA DUNSMOOR, DIRECTOR OF PUBLIC HEALTH
PHONE 315.349.3545

HEALTH DEPARTMENT
70 BUNNER STREET, OSWEGO, NEW YORK 13126-3357
FAX 315.349.3435

To: **Oswego County Legislature**
From: **Vera Dunsmoor, Director of Public Health**
Date: **June 13, 2024**
Re: **Budget Modification – Children With Special Needs Additional Hours**

SUBJECT:
Budget Modification increasing Additional Hours in the Children With Special Needs budget.

BACKGROUND:
The Children With Special Needs Division (CSN) is comprised of the Preschool, Early Intervention, Child Find and Children and Youth With Special Health Care Needs programs. In January 2024, the long-time CSN Director retired and a new Director was appointed from within, thus leaving the Special Education Program Coordinator position vacant. The CSN Director has been filling the needs of both positions, utilizing Additional Hours to complete the needed tasks. The Coordinator position has since been filled but the need for Additional Hours still exists until they are fully trained.

Health is requesting an increase to the Early Intervention Additional Hours budget, offset by excess salary due to the retirement of the prior Director of CSN.

FISCAL IMPACT: Increase the Additional Hours line by $2,000 and decrease the salary line by $2,000.

RECOMMENDATION:
Approve this budget modification, increasing A4059-514300 by $2,000 and decreasing A4059-511000 by $2,000.

COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST

ACCOUNT NUMBER			ACCOUNT NUMBER				
ORG	OBJECT	PROJ	ORG	OBJECT	PROJ	DESCRIPTION	DOLLAR AMOUNT
A4059	511000					EI: Salaries	(2,000.00)
			A4059	514300		EI: Additonal Hours	2,000.00
						Increase Additional Hours due to Director retirement	

Lisa A Simmons 6-4-24
DEPARTMENT HEAD DATE

*DIRECTOR OF HUMAN RESOURCES DATE

*If Personnel Services are impacted

6724
COUNTY ADMINISTRATOR DATE

Michael Selvaggi 6/4/24
CHAIRPERSON DATE

COUNTY TREASURER DATE

Ver. 7.18.23

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 183

RESOLUTION AUTHORIZING BUDGETARY MODIFICATION DEPARTMENT OF SOLID WASTE- ADDITIONAL FUNDING FOR CAPITAL PROJECT 0422

By Legislator Paul House:

WHEREAS, The Department of Solid Waste Landfill and Transfers requests the transfer of funds from the Solid Waste unappropriated fund balance into the capital project 0422; and

NOW, upon recommendation of the Infrastructure, Facilities and Technology Committee of this body, with the approval of the Finance and Personnel Committee, be it

RESOLVED, that the County Treasurer be, and hereby is, authorized to transfer the funds from and to the accounts shown on the attached budget modification request; and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer shall be his authority to affect such transfer and make such adjustments.

ADOPTED BY CONSENT VOTE ON JUNE 13, 2024:
YES: 21 NO: 0 ABSENT: 4 ABSTAIN: 0

Authorized Budget Modification **Res. 183 of 2024**

H 529000 0422	**$391.00**
H 450310 0422	**($391.00)**

Oswego County Department of Solid Waste

TO: Legislator Paul House, Chairman
Infrastructure, Facilities and Technology Committee
Legislator Stephen Walpole, Chairman
Finance & Personnel Committee

FROM: Michael J. Lutestanski II, Director of Solid Waste Programs

RE: Additional Funds for CP #0422

DATE: April 30,2024

After an accounting review of CP #0422, there is a $391.00 shortage, we have one outstanding encumbrance in this capital project that we are withholding from the vendor until we are satisfied that the equipment they provided will operate to its specifications. The capital project will be closed upon final payment.

May-24

COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST

ACCOUNT NUMBER			ACCOUNT NUMBER				
ORG	OBJECT	PROJ	ORG	OBJECT	PROJ	DESCRIPTION	DOLLAR AMOUNT
H	529000	0422				CP #0422 additional funding	391.00
			H	450310	0422		(391.00)
						Fund transfer from Solid Waste unappropriated fund balance	
						CL 159900	

6/4/2024
DEPARTMENT HEAD DATE

*DIRECTOR OF HUMAN RESOURCES DATE

*If Personnel Services are impacted

6724
COUNTY ADMINISTRATOR DATE

6-4-24
CHAIRPERSON DATE

COUNTY TREASURER DATE

Ver. 7.18.23

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 184

RESOLUTION AUTHORIZING BUDGETARY MODIFICATION INSURANCE RECOVERY TO DEPARTMENT OF SOLID WASTE ENERGY RECOVERY FACILITY – AUTOMOTIVE SUPPLIES AND REPAIR ACCOUNT

By Legislator Paul House:

WHEREAS, The Dept of Solid waste Energy Recovery Facility had an engine failure in dump truck E 69; and

WHEREAS, insurance recovery funds were received for engine repairs April 19, 2024, these funds were placed in the insurance recovery fund, and these funds need to be placed in the Energy Recovery Facility Automotive Supplies and Repair fund; and

NOW, Upon recommendation of the Infrastructure, Facilities and Technology Committee of this body, with the approval of the Finance and Personnel Committee, be it

RESOLVED, that the County Treasurer be, and hereby is, authorized to transfer the funds from and to the accounts shown on the attached budget modification request; and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer shall be his authority to affect such transfer and make such adjustments.

ADOPTED BY CONSENT VOTE ON JUNE 13, 2024:
YES: 21 NO: 0 ABSENT: 4 ABSTAIN: 0

Authorized Budget Modification **Res. 184 of 2024**

A1325 426800	**($56,419.43)**
CL8161 544100	**$56,419.43**

Oswego County Department of Solid Waste

Michael Lutestanski II, Director of Solid Waste Programs

TO: Legislator Paul House, Chairman
Infrastructure, Facilities and Technology Committee
Legislator Stephen Walpole, Chairman
Finance & Personnel Committee

FROM: Michael J. Lutestanski II, Director of Solid Waste Programs

RE: Budget Mod for Insurance Recovery to ERF Automotive Supplies and Repair

DATE: May 21, 2024

The Department of Solid Waste requests a budget modification to transfer fifty six thousand four hundred nineteen dollars and forty three cents ($56,419.43) dollars, from the insurance recovery fund per the attached budget mod request.

An insurance payment was made for repairs to the ERF dump truck E 69 in April. The monies were placed in the insurance recovery fund. This money needs to be moved to the ERF Automotive Supplies and Repair Account, CL8161-544100.

Jun-24

COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST

ACCOUNT NUMBER			ACCOUNT NUMBER				
ORG	OBJECT	PROJ	ORG	OBJECT	PROJ	DESCRIPTION	DOLLAR AMOUNT
A1325	426800					Insurance Recovery Fund	(56,419.43)
			CL8161	544100		Automotive Supplies and Repair	56,419.43
						Insurance recovery to replace money spent from automotive	
						supplies and repair for ERF dump truck E69	

M. Rutsky 6/4/2024
DEPARTMENT HEAD DATE

*DIRECTOR OF HUMAN RESOURCES DATE

*If Personnel Services are impacted

6/7/24
COUNTY ADMINISTRATOR DATE

Paul E. Kwasnik 6-4-24
CHAIRPERSON DATE

COUNTY TREASURER DATE

Ver. 7.18.23

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 185

RESOLUTION AUTHORIZING BUDGETARY MODIFICATION DEPARTMENT OF SOLID WASTE LANDFILL AND TRANSFER STATIONS OTHER FEES AND SERVICES E WASTE AND CFS TO REPAIRS BUILDING AND PROPERTY

By Legislator Paul House:

WHEREAS, The Dept of Solid waste Landfill and transfer stations has depleted the repairs Building and property account for 2024 with multiple building repairs; and

WHEREAS, the Other Fees and Services account for E-waste, compost feasibility study funds can be utilized elsewhere for 2024; and

NOW, Upon recommendation of the Infrastructure, Facilities and Technology Committee of this body, with the approval of the Finance and Personnel Committee, be it

RESOLVED, that the County Treasurer be, and hereby is, authorized to transfer the funds from and to the accounts shown on the attached budget modification request; and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer shall be his authority to affect such transfer and make such adjustments.

ADOPTED BY CONSENT VOTE ON JUNE 13, 2024:
YES: 21 NO: 0 ABSENT: 4 ABSTAIN: 0

Authorized Budget Modification	**Res. 185 of 2024**
CL8160 543800 EWASTE	**($20,000.00)**
CL8160 543800 CFS	**($20,000.00)**
CL8160 541200	**$40,000.00**

Oswego County Department of Solid Waste

Michael Lutestanski II, Director of Solid Waste Programs

TO: Legislator Paul House, Chairman
Infrastructure, Facilities and Technology Committee
Legislator Stephen Walpole, Chairman
Finance & Personnel Committee

FROM: Michael J. Lutestanski II, Director of Solid Waste Programs

RE: Budget Mod for Dept of Solid Waste Landfill and Transfer Stations E-waste Acct to Repairs Building and Property

DATE: May 21, 2024

The Department of Solid Waste requests a budget modification to transfer twenty thousand dollars ($20,000.00) dollars, from Other Fees and Services E-waste, and twenty thousand ($20,000.00) dollars form Other Fees and Services CFS, to Repairs Building and Property Acct per the attached budget mod request.

The Department is currently having multiple issues with garage doors, and other repairs at various transfer stations. We have exhausted the current budget line CL8160-541200 for repairs, this money will replenish that account, currently there are minimal fees for E waste, and the Compost Feasibility Study has been done, CL8160-3800 E-waste, CFS, this is money we can utilize elsewhere.

Jun-24

COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST

ACCOUNT NUMBER			ACCOUNT NUMBER				
ORG	OBJECT	PROJ	ORG	OBJECT	PROJ	DESCRIPTION	DOLLAR AMOUNT
CL8160	543800	Ewaste				Other Fees and Services Ewaste	(20,000.00)
CL8160	543800	CFS				Other Fees and Services CFS	(20,000.00)
			CL8160	541200		Repairs Building and Property	40,000.00
						Budget transfer to cover Repairs Buildings and Property	

M. [illegible] 6/4/2024
DEPARTMENT HEAD DATE

*DIRECTOR OF HUMAN RESOURCES DATE

*If Personnel Services are impacted

[illegible] 6724
COUNTY ADMINISTRATOR DATE

Paul E. 6-4-24
CHAIRPERSON DATE

COUNTY TREASURER DATE

Ver. 7.18.23

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 186

RESOLUTION AUTHORIZING EXPENDITURE FROM CAPITAL RESERVE NO. 21 – BUILDINGS RENOVATIONS TO CAPITAL PROJECT # C0124 - DSS FENCING

By Legislator Paul House:

Upon recommendation of the Infrastructure and Facilities Committee of this body, with the approval of the Finance and Personnel Committee, be it

RESOLVED, that the County Treasurer is hereby authorized to transfer $ 30,000 from Capital Reserve fund to Capital Project No. C0124 – DSS Fencing that the following project is hereby authorized for the maximum expenditure as indicated; and

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer shall be his authority to affect such transfer and make such adjustments.

Capital Project # C0124	**Total Authorization**
DSS Fencing	$ 30,000

ADOPTED BY CONSENT VOTE ON JUNE 13, 2024:
YES: 21 NO: 0 ABSENT: 4 ABSTAIN: 0

Authorized Budget Modification **Res. 186 of 2024**

H 529000 C0124	**$30,000.00**
H 450310 C0124	**($30,000.00)**
A 599014 21	

COUNTY OF OSWEGO
BUILDINGS AND GROUNDS DEPARTMENT

111 East Eleventh Street
Oswego, New York 13126

Phone: (315) 349-8233
Fax: (315) 342-2481

Rick Doten
Director

INFORMATIONAL MEMORANDUM

SUBJECT:	To establish a capital project C0124 for fencing at the Department of Social Service.
PURPOSE:	This project is to remove the existing fencing around the property of the Department of Social Services and replace it with 6-foot Stockade fencing.
SUMMARY:	The existing fencing has deteriorated beyond repair and needs to be replaced.
RECOMMENDED:	I respectfully request $ 30,000 for the project be transferred from Capital Reserve Fund to Capital Project # C0124 DSS Fencing
ACTION:	To transfer $ 30,000 from the Capital Reserve Fund to Capital Project No. # C0124 DSS Fencing.

COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST

ACCOUNT NUMBER			ACCOUNT NUMBER				
ORG	OBJECT	PROJ	ORG	OBJECT	PROJ	DESCRIPTION	DOLLAR AMOUNT
H	529000	C0124				Establish CP# C0124 - DSS Fencing	30,000.00
			H	450310	C0124	Interfund Transfer - CP#C0124	(30,000.00)
A	599014	21				CR#21 Reserves - Building Renovation	
						This capital project is being established using Capital Reserve 21	

6-3-24
DEPARTMENT HEAD DATE

*DIRECTOR OF HUMAN RESOURCES DATE

*If Personnel Services are impacted

6724
COUNTY ADMINISTRATOR DATE

6-4-24
CHAIRPERSON DATE

COUNTY TREASURER DATE

Ver 7.18.23

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 187

RESOLUTION AUTHORIZING BUDGETARY MODIFICATION ACCEPTING FY2021 DHSES CYBERSECURITY GRANT AWARD TO BUDGET OF DEPARTMENT OF INFORMATION TECHNOLOGY

By Legislator Paul House:

WHEREAS, the Information Technology Department administers cybersecurity for Oswego County; and

WHEREAS, Oswego County Information Technology Department has been awarded a $50,000 FY2021 DHSES Cybersecurity grant to support Oswego County cybersecurity initiatives; and

NOW, upon recommendation of the Infrastructure and Technology Committee and Finance & Personnel Committee; be it

RESOLVED, that the County Treasurer be, and is, authorized to transfer the funds from and to the accounts as shown on the attached budget modification request; and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer shall be his authority to affect such transfer and make such adjustments.

ADOPTED BY CONSENT VOTE ON JUNE 13, 2024:
YES: 21 NO: 0 ABSENT: 4 ABSTAIN: 0

Authorized Budget Modification	**Res. 187 of 2024**
A1680 542200 CYBER	**$50,000.00**
A1680 43100 CYBER	**($50,000.00)**

COUNTY OF OSWEGO
DEPARTMENT OF INFORMATION TECHNOLOGY

39 Churchill Road
Oswego, New York 13126

Phone: (315) 349-3526
Fax: (315) 343-3599

Greg Powlin
Director

To: **Phil Church, County Administrator**
Paul House, Chairman – Infrastructure and Technology Committee
From: **Greg Powlin, IT Director**
Date: **May 14, 2024**
Re: **$50,000 DHSES FY2021Cybersecurity Grant**

SUBJECT:

Accept $50,000 DHSES FY2021 Cybersecurity Grant award.

BACKGROUD:

The DHSES Cybersecurity Grant Program is offered every two years. Oswego County IT has been awarded the grant for the third time. For this latest grant application cycle, County IT requested funding to support the second year of funding for a software tool used for several cybersecurity related functions to protect servers and end-user workstations.

Year two software subscription renewal occurs in August.

FISCAL IMPACT:

Acceptance of the award requires the funds be used specifically for year two renewal of the specified software. Operational budget impact is approximately 40-45% of the annual subscription fee is covered.

RECOMMENDATION:

Accept the DHSES FY2021 Cybersecurity Grant award of $50,000.

COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST

ACCOUNT NUMBER			ACCOUNT NUMBER				
ORG	OBJECT	PROJ	ORG	OBJECT	PROJ	DESCRIPTION	DOLLAR AMOUNT
A1680	542200	CYBER				Repairs & Maint Equip	50,000.00
			A1680	438100	CYBER	State Aid - Cyber Project	(50,000.00)
						To accept additional State Aid	

6/5/24
DEPARTMENT HEAD DATE

*DIRECTOR OF HUMAN RESOURCES DATE

*If Personnel Services are impacted

6724
COUNTY ADMINISTRATOR DATE

6-4-24
CHAIRPERSON DATE

COUNTY TREASURER DATE

Ver. 7.18.23

RESOLUTION NO. 188

RESOLUTION ADOPTING AMENDED HAZARD COMMUNICATION PROGRAM POLICY

By Legislator Stephen Walpole:

WHEREAS, employee safety is of paramount importance; and

WHEREAS, the county's prior policies regarding the county's Hazard Communication Program were obsolete and outdated; and

WHEREAS, an amended policy to ensure that Oswego County is in compliance with the OSHA Hazard Communication Standard (HCS) 29 CFR 1910.1200 and NYS "Right to Know" law is both necessary and desirable; and

NOW, THEREFORE, upon recommendation of the Finance & Personnel Committee of this body, it is hereby

RESOLVED, that the annexed Hazard Communication Program policy be and is hereby adopted to be effective June 13, 2024.

ADOPTED BY CONSENT VOTE ON JUNE 13, 2024:
YES: 21 NO: 0 ABSENT: 4 ABSTAIN: 0

OSWEGO COUNTY LEGISLATURE

OSWEGO COUNTY OPERATING POLICIES, REGULATIONS & PROCEDURES

SUBJECT: Hazard Communication Program

NUMBER: PRP 202417

TYPE: Operating

EFFECTIVE: June 13, 2024

HISTORY: This PRP replaces ADM 82-3, PRP 2006-17, and PRP 2021-17 which are herby rescinded.

SCOPE: All county officials and employees

DEFINITIONS:

POLICY:
The purpose of this program is to ensure that Oswego County is in compliance with the OSHA Hazard Communication Standard (HCS) 29 CFR 1910.1200 and NYS "Right-to-Know" law

The **County Human Resources Department** is the overall coordinator of the program.

In general, each employee of the County will be apprised of the substance of the HCS, the hazardous properties of chemicals they work with, and measures to take to protect themselves from these chemicals. Employees are also allowed to request access to any records kept by the employer detailing exposure to such substances and medical effects, if any, of such exposure.

LIST OF HAZARDOUS CHEMICALS

The **County Buildings and Grounds Department,** in conjunction with Right-to-Know Officers in each department, will maintain a list of all hazardous chemicals used in each County Department and update the list as necessary, such as when new chemical products are received . The list will be made to correspond to the Product Name on the Safety Data Sheets and the order in which they are organized. This list also serves as an index for the Safety Data Sheets (SDS). This information can also be found on-line at https://chemmanagement.ehs.com/9/ebinder.

SAFETY DATA SHEETS (SDS)

The County Buildings and Grounds Department will maintain a SDS for every substance on the list of hazardous chemicals at the County. SDS will be organized to correspond with the chemical list so they can be located quickly. The Department Head or Right-to-Know Officer will ensure that each department maintains an SDS for hazardous materials used in that area. SDS will be readily available to all employees via the internet at https://chemmanagement.ehs.com/9/ebinder, or through the Right-to-Know Officer in their department (List Attached).
The Department Head or Right-to-Know Officer purchasing the hazardous material is responsible for uploading the SDS into the ChemManagement online system.

LABELS AND OTHER FORMS OF WARNING

The Department Head or designee is to ensure that all hazardous chemicals in each department are properly labeled. Labels should list at least the product identity, appropriate hazard warnings, and the name and address of the manufacturer, importer or other responsible party. Labels on containers shipped after December 1, 2015 must conform to the updated label requirements, which are detailed in the attached fact sheets. The Department Head or designee will refer to the corresponding SDS to verify label information. Immediate use containers, small containers into which materials are drained for use on that shift by the employee drawing the material, do not require labeling. To meet the labeling requirements of HCS for other in-house containers, refer to the label supplied by the manufacturer. All labels for in-house containers will be approved by the Department Head or designee prior to their use.

The Department Head or designee will check on a monthly basis to ensure that all containers in the facility are labeled and that the labels are up-to-date.

TRAINING

All employees of Oswego County will be provided with Right-to-Know training within the first 3 weeks of employment as well as annually. Training will be provided by OneGroup in a digital, interactive format. Additional training will be provided for employees who work with or are potentially exposed to hazardous chemicals or whenever a new hazard is introduced into their work areas.

Records of employee training will be monitored and maintained through OneGroup. The Department Head or Right-to-Know Officer will advise the facility manager of any further training needs.

CONTRACT EMPLOYERS

The Department Head or designee responsible for hiring the contractor will advise outside contractors of any chemical hazards which may be encountered in the normal course of their work on the premises.

NON-ROUTINE TASKS

Any employee contemplating a non-routine task, e.g., boiler repair, will consult with the **Department Head or designee** and will ensure that employees are informed of chemical hazards associated with the performance of these tasks and appropriate protective measures. This will be accomplished by a meeting of supervisors with affected employees before such work has begun.

EMPLOYEE RECORDS MAINTENANCE AND ACCESS TO RECORDS

The Human Resource Department will maintain all required records and information for a duration of time established by law.

An employee who believes he/she was exposed to a toxic substance and wishes to obtain access to his/her medical records, exposure records, or analysis based on such records as specified by law, may do so by contacting their Director or Right-to-Know Officer, or contacting the Human Resources Department.

PROCEDURES

The Right-To-Know Employee Request Form (attachment A) establishes a mechanism to comply with the Occupational Safety and Health Administration (OSHA) and Public Employees Safety and Health (PESH) guidelines related the Hazard Communication Rule, 29(CFR), Part 1910. It serves as a means of tracking requests by substance, material or department to identify any trends or patterns which may require additional safety training or safety precautions.

The Right-To-Know Employee Request Form will be used by any employee of the County of Oswego as an accepted method of the employee obtaining information about hazardous materials or substances in his/her workplace. The employee has a right to receive requested information within a maximum period of 72 hours after he/she has requested such information.

The Right-To-Know Request Form is pre-printed with instructions for the employee to ensure that all workers know how to obtain SDS information 24 hours a day.

1. Information Request - An employee who desires information about a substance which is used in the work place may obtain such information by going on-line to https://chemmanagement.ehs.com/9/ebinder, or completing the Right-To-Know Request Form. The form may be obtained from the Human Resources Department or the Right-to-Know Officer in a department and all requests shall be filed with the Human Resources Department. The Human Resources Department must contract with a company to provide 24 hour access to Safety Data Sheets (SDS).

a. An employee who wishes to obtain a safety data sheet (SDS) related to a substance or material in his/her workplace will present the request to his/her designated contact person after completing the Right-To-Know Employee Request Form in the following manner:
    i. Print full name, department, worksite/location, and work and home phone numbers.
    ii. Complete all known substance information related to its common, trade, or chemical name and manufacturer's name and address. Include UPC # and product item number (e.g., many paints have a product number related to the paint color) if known/available.
    iii. Indicate by checkmark if the substance has a label. If "Yes", attach a copy of the label to the request.
    iv. Indicate by checkmark the best description of the form of the substance. If "Other" is checked, specify.
    v. Complete a description of the conditions under which you were exposed and concerns you may have which are related to the substance.
    vi. Enter any specific questions regarding the substance.
    vii. Signature of employee and date of request.

b. Once the request form has been completed, it is immediately forwarded to the Right-to-Know Officer who continues to process the request in the following manner:
    i. Signature of department contact person (Right-To-Know Officer)
    ii. Complete date (month, day, year) and time (AM or PM) request was received.

c. The contact person will immediately forward the request, via fax (349-8254 or inter-office mail to Oswego County Human Resources Department, attention Right-To-Know. If fax capability is not available to the contact person and inter-office mail will require more than 48 hours for delivery, the contact person will phone in the request ahead of forwarding the hard copy to Human Resources.

d. If request is being made during weekend, holiday, or evening hours, employees will call 315-341-0086, ask to speak with environmental staff and identify themselves as an Oswego County employee who is requesting SDS information. Phone requests do not preclude the need to complete the written request by the end of the next regular business day.

e. The designated Environmental Health Department staff member will forward a copy of the requested SDS via fax or inter-office mail according to the same guidelines referred to in the above section, including provision of information via phone if the SDS hard copy cannot be made available to the employee within 72 hours of his/her request. The designated staff member in the County Human Resources Department will complete the bottom portion of the request, sign and date the "Response" section, and maintain the Right-To-Know Employee Request Form on file.

f. Files will be maintained by the Human Resources Department with cross-references to materials and substances and departments in order to determine any trends or patterns of exposure which may indicate a need for safety training or other special precautions.

2. Substance Identification - Any department using substances identified as toxic or assumed to potentially contain a toxic substance shall make sure chemical inventories are updated yearly along with the intended use of each product, and; each department shall obtain a copy of an SDS prior to purchasing a new chemical product; and then contact the Buildings and Grounds Department at 315-349-3491with any questions or concerns they might have from the information provided, or the County Human Resources, at 315-349-8209, for anyrelated concerns or the Health department at 315-349-3540 for health related concerns .

3. Incidents - In the event of a spill, leak, objectionable odor or other such incident, the County Buildings and Grounds Department should be contacted immediately if the incident is on a county campus. 911 should be called if appropriate.

    a. Buildings and Grounds personnel will immediately report to the scene of the incident, evaluate the situation and notify appropriate county administrators.

    b. Operating department personnel are not to take any action which would mask or alter the original odor, spill or leakage to ensure the accuracy of the environmental testing. If the situation may adversely affect employees, employees are to be provided an alternate work site until the situation is fully assessed and cleared

    c. A decision, if required, to evacuate and close a building will be made by the Chairman of the Legislature, or his designee. In the absence of same, the County Health Director shall have full authority to initiate any and all such protective action as they deem appropriate and necessary

    d. Complete records of all related activities, test results, protective actions, etc., shall be maintained on permanent record with the County Human Resources Department.

ADDITIONAL INFORMATION

Further information on this written program, the hazard communication standard, and applicable Safety Data Sheets is available at the County Human Resources Department, 315-349-8209.

COUNTY OF OSWEGO

Right-To-Know Employee Request Form

This form is provided to assist Oswego County employees in requesting information (safety data sheets, SDS) concerning the health and safety hazards of various substances found in the workplace.

Instructions for Obtaining Information:
During regular business hours and days, complete the request form and submit to your Right-To-Know Officer.

If your Right-To-Know Officer is not available, submit the request to the Human Resources Department by inter-department mail, fax (315-349-8254), or phone (315-349-8209) with request and/or other needs for assistance.

If you need MSDS information on weekends, holidays, or evening hours, call 315-341-0086, ask to speak with environmental staff and identify yourself as an employee of Oswego County who is requesting SDS information.

Please Print All Information:
Employee Name_____Department_____
Worksite/location_____Phone_____(w)_____(h)

Briefly describe the substance to which you are/were exposed (provide as much information as possible):
Common name or trade name_____
Chemical name or ingredients_____
Manufacturer name/address_____
UPC#_____Product Item Number
Does substance have a label? ☐ No ☐ Yes (If yes, attach the label or a copy of label.)
Physical form of substance: ☐ Gas ☐ Liquid ☐ Solid ☐ Dust ☐ Other ☐ Describe conditions under which you are/were exposed and your concerns:_____
_____
_____

Other specific questions:_____
_____
_____

Signature _____ Date of request _____

Received by Right-To-Know Officer (name) _____

Date_____Time_____AM/PM

RESPONSE (Action taken or recommendations)_____
_____
_____
_____

Signature of respondent_____Date _____

Safety Data Sheets

The Hazard Communication Standard (HCS) requires chemical manufacturers, distributors, or importers to provide Safety Data Sheets (SDSs) (formerly known as Material Safety Data Sheets or MSDSs) to communicate the hazards of hazardous chemical products. As of June 1, 2015, the HCS will require new SDSs to be in a uniform format, and include the section numbers, the headings, and associated information under the headings below:

Section 1, Identification includes product identifier; manufacturer or distributor name, address, phone number; emergency phone number; recommended use; restrictions on use.

Section 2, Hazard(s) identification includes all hazards regarding the chemical; required label elements.

Section 3, Composition/information on ingredients includes information on chemical ingredients; trade secret claims.

Section 4, First-aid measures includes important symptoms/effects, acute, delayed; required treatment.

Section 5, Fire-fighting measures lists suitable extinguishing techniques, equipment; chemical hazards from fire.

Section 6, Accidental release measures lists emergency procedures; protective equipment; proper methods of containment and cleanup.

Section 7, Handling and storage lists precautions for safe handling and storage, including incompatibilities.

Section 8, Exposure controls/personal protection lists OSHA's Permissible Exposure Limits (PELs); Threshold Limit Values (TLVs); appropriate engineering controls; personal protective equipment (PPE).

Section 9, Physical and chemical properties lists the chemical's characteristics.

Section 10, Stability and reactivity lists chemical stability and possibility of hazardous reactions.

Section 11, Toxicological information includes routes of exposure; related symptoms, acute and chronic effects; numerical measures of toxicity.

Section 12, Ecological information*

Section 13, Disposal considerations*

Section 14, Transport information*

Section 15, Regulatory information*

Section 16, Other information, includes the date of preparation or last revision.

*Note: Since other Agencies regulate this information, OSHA will not be enforcing Sections 12 through 15(29 CFR 1910.1200(g)(2)).

Employers must ensure that SDSs are readily accessible to employees.
See Appendix D of 1910.1200 for a detailed description of SDS contents.

Pictograms

Health Hazard  ▪ Carcinogen ▪ Mutagenicity ▪ Reproductive Toxicity ▪ Respiratory Sensitizer ▪ Target Organ Toxicity ▪ Aspiration Toxicity	**Flame**  ▪ Flammables ▪ Pyrophorics ▪ Self-Heating ▪ Emits Flammable Gas ▪ Self-Reactives ▪ Organic Peroxides	**Exclamation Mark**  ▪ Irritant (skin and eye) ▪ Skin Sensitizer ▪ Acute Toxicity ▪ Narcotic Effects ▪ Respiratory Tract Irritant ▪ Hazardous to Ozone Layer (Non-Mandatory)
Gas Cylinder  ▪ Gases Under Pressure	**Corrosion**  ▪ Skin Corrosion/Burns ▪ Eye Damage ▪ Corrosive to Metals	**Exploding Bomb**  ▪ Explosives ▪ Self-Reactives ▪ Organic Peroxides
Flame Over Circle  ▪ Oxidizers	**Environment** **(Non-Mandatory)**  ▪ Aquatic Toxicity	**Skull and Crossbones**  ▪ Acute Toxicity (fatal or toxic)

Sample Label

Product Identifier
CODE _____
Product Name _____

Supplier Identification
Company Name_____
Street Address _____
City_____State_____
Postal Code_____Country_____
Emergency Phone Number _____

Precautionary Statements
Keep container tightly closed. Store in cool, well ventilated place that is locked.
Keep away from heat/sparks/open flame. No smoking.
Only use non-sparking tools.
Use explosion-proof electrical equipment.
Take precautionary measure against static discharge.
Ground and bond container and receiving equipment.
Do not breathe vapors.
Wear Protective gloves.

Do not eat, drink or smoke when using this product.
Wash hands thoroughly after handling.
Dispose of in accordance with local, regional, national, international regulations as specified.

In Case of Fire: use dry chemical (BC) or Carbon dioxide (CO_2) fire extinguisher to extinguish.Fill weight:_____Lot Number ___
Gross weight:_____Fill Date: _____
Expiration Date: _

First Aid
If exposed call Poison Center.
If on skin (on hair): Take off immediately any contaminated clothing. Rinse skin with water.

Hazard Pictograms



Signal Word
Danger

Hazard Statement
Highly flammable liquid and vapor.
May cause liver and kidney damage.

Supplemental Information
Directions for use
_____

_____
_____

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 189

RESOLUTION FIXING TIME AND PLACE FOR A PUBLIC HEARING RELATIVE TO A PROPOSED TAX AGREEMENT UNDER REAL PROPERTY TAX LAW §485 AND §490 REGARDING THE JAMES A. FITZPATRICK CLEAN ENERGY CENTER, A NUCLEAR POWERED ELECTRIC GENERATING FACILITY

By Legislator David Holst:

WHEREAS, the Tax District of the County of Oswego has proposed to enter into a tax agreement concerning the James A. FitzPatrick Clean Energy Center, a Nuclear Powered Electric Generating Facility; and

WHEREAS, a public hearing is required on the proposed agreement under Real Property Tax Law §485(4),

NOW, THEREFORE, the recommendation of this body, be it

RESOLVED, that the Oswego County Legislature shall hold a Public Hearing RELATIVE TO A PROPOSED TAX AGREEMENT UNDER REAL PROPERTY TAX LAW §485 AND §490 REGARDING THE JAMES A. FITZPATRICK CLEAN ENERGY CENTER, A NUCLEAR POWERED ELECTRIC GENERATING FACILITY, on the 11th day of July, 2024, at 2:00 o'clock, in the afternoon of said day at the Oswego County Legislative Chambers, Legislative Office Building, 46 E. Bridge Street, Oswego, NY 13126 copies of said agreement are available for public inspection at the Office of the Clerk of the Legislature, and be it further

RESOLVED, that the Clerk of the Oswego County Legislature cause notice of such Public Hearing to be published in the Official Newspapers of the County and post the same as required by law.

ADOPTED BY VOICE VOTE ON JUNE 13, 2024:
YES: 21 NO: 0 ABSENT: 4 ABSTAIN: 0

BD DRAFT 6.7.24

DRAFT

TOWN OF SCRIBA,
MEXICO ACADEMY & CENTRAL SCHOOL DISTRICT
AND COUNTY OF OSWEGO

AND

EXELON FITZPATRICK, LLC

PAYMENT IN LIEU OF TAX AGREEMENT

FOR THE

JAMES A. FITZPATRICK CLEAN ENERGY CENTER

DATED AS OF JULY 1, 2024

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JAMES A. FITZPATRICK CLEAN ENERGY CENTER

PAYMENT IN LIEU OF TAX AGREEMENT

This **PAYMENT IN LIEU OF TAX AGREEMENT**, dated as of the 1st day of July, 2024, by and between the **TOWN OF SCRIBA**, a municipal corporation organized and existing under the laws of the State of New York, the **MEXICO ACADEMY & CENTRAL SCHOOL DISTRICT**, a public school district organized and existing under the laws of the State of New York, the **COUNTY OF OSWEGO**, a municipal corporation organized and existing under the laws of the State of New York, and **CONSTELLATION FITZPATRICK, LLC**, a limited liability company duly organized and validly existing under the laws of the State of Delaware and authorized to conduct business in the state of New York,

W I T N E S S E T H:

THAT, WHEREAS, the James A. FitzPatrick Clean Energy Center has a nameplate rated capacity of 882.0 megawatts[1] and is located in the Town on land described on Exhibit A attached hereto and is currently identified by the tax parcel identification numbers listed on Exhibit B attached hereto; and

WHEREAS, New York Real Property Tax Law Section 485 ("*Section 485*", as hereinafter defined) permits the exemption from taxation of a Nuclear Powered Electric Generating Facility, such as the Facility, upon the adoption of a local law or resolution by the tax jurisdictions in which such facility is located to confer the exemption and to authorize such tax jurisdictions to enter into payment in lieu of tax agreements such as this Agreement with the owner of such facility; and

WHEREAS, the Tax Jurisdictions and the Company had previously entered into a PILOT agreement for assessment roll years 2019-2023. The Company and the Tax Jurisdictions have agreed to enter into a new PILOT agreement covering payments for the 2024-2028 assessment roll years with respect to the Facility based on the Section 485 exemption; and

WHEREAS, pursuant to Section 485, the Town conducted a public hearing on this Agreement, adopted Local Law No. [__] of 2024 on [June 19, 2024], a copy of which is attached hereto as Exhibit C, providing for exemption of the Facility from Taxation, Special *Ad Valorem* Levies and Special Assessments imposed by or within the Town commencing on January 1, 2025 and expiring on December 31, 2029, and adopted a resolution dated [June 19, 2024] authorizing the execution of this Agreement by the Town Supervisor, a copy of which is also attached hereto as Exhibit C; and

WHEREAS, pursuant to Section 485, the Legislature of the County conducted a public hearing on this Agreement, adopted Local Law No. [__] of 20249 on [July 11, 2024], a copy of which is attached hereto as Exhibit D, providing for exemption of the Facility from Taxation, Special *Ad Valorem* Levies and Special Assessments imposed by or within the County commencing on January 1, 2025 and expiring on December 31, 2029, and adopted a resolution

[1] Based on the 2023 "Name Plate Rating" set forth in the New York Independent System Operator's *2023 Load & Capacity Data* report released in April 2023.

dated [July 11, 2024] the execution of this Agreement by the Chairperson of the Oswego County Legislature, a copy of which is also attached hereto as Exhibit D; and

WHEREAS, pursuant to Section 485, the Board of Education of the School District conducted a public hearing on this Agreement, adopted a resolution dated [June 20, 2024], a copy of which is attached hereto as Exhibit E, providing for exemption of the Facility from Taxation, Special *Ad Valorem* Levies and Special Assessments imposed by or within the School District commencing on, July 1, 2024 and expiring on June 30, 2029, and adopted a resolution dated [June 20, 2024] authorizing the execution of this Agreement by the Superintendent of the School District or the President of its Board of Education, a copy of which is also attached hereto as Exhibit E;

NOW, THEREFORE, in consideration of the matters recited above and the mutual covenants hereinafter contained, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

ARTICLE I

DEFINITIONS

Section 1. Definitions

For all purposes of this Agreement, defined terms indicated by the capitalization of the first letter of such term shall have the meanings specified in this Section.

"*Affiliate*" means an "affiliate" of, or a Person "affiliated" with, a specified Person, and is a Person that directly, or indirectly through one or more intermediaries, controls, or is controlled by, or is under common control with, the Person specified.

"*Agreement*" means this payment in lieu of tax agreement by and among the Parties dated as of the first date written above.

"*Assessment Roll Year*" means the year in which an assessment roll is established by the Town and is related to the Tax Jurisdictions' respective fiscal years tied to a specific assessment roll. For example, the 2024 Assessment Roll Year is tied to the School District's 2024-2025 fiscal year and the Town's and the County's 2025 fiscal years, and covers the period commencing on July 1, 2024 and terminating on June 30, 2025 for the School District, and the 2025 calendar year for the Town and the County. Unless earlier terminated, this Agreement covers the 2024, 2025, 2026, 2027, and 2028 Assessment Roll Years.

"*Board of Education*" means the Board of Education of the School District.

"*Commissioner*" means the Commissioner of the New York State Department of Taxation and Finance, of which the Office of Real Property Tax Services is a division.

"*Company*" means Constellation FitzPatrick, LLC, a limited liability company duly organized and validly existing under the laws of the State of Delaware and authorized to conduct business in New York, and its successors and assigns.

"*Constellation Energy*" means Constellation Energy Generation, LLC.

"*County*" means the County of Oswego, New York, a municipal corporation organized and existing under the laws of the State of New York.

"*County Legislature*" means the County Legislature of the County.

"*County Local Law*" means Local Law No. [__] of 2024 adopted by the County on [July 11, 2024], pursuant to Section 485, to provide for exemption of the Facility from Taxation, Special *Ad Valorem* Levies and Special Assessments imposed by or within the County.

"*Court*" means the New York State Supreme Court, Oswego County.

"*Cure Period*" means thirty (30) days after each Payment due date.

"*Electric Transmission System*" means the regulated utility-owned transmission lines and equipment dedicated to the bulk transfer of high voltage electrical energy between electric generating stations and power purchasers.

"*Equipment*" means any machinery and/or equipment that is or was used in the generation of electricity from nuclear power, any equipment used in the storage or handling of spent nuclear fuel or related materials and any equipment and generation tie lines leading from the Facility to an interconnection with any Electric Transmission System, but does not include any equipment in the Electric Transmission System.

"*Facility*" means the James A. FitzPatrick Clean Energy Center located in the jurisdictional boundaries of the Tax Jurisdictions, which has a nameplate rated capacity of 882.0 MW, including any property, machinery, equipment, buildings, and improvements currently located, and to be located, on the Land. The Facility is currently identified on the assessment roll of the Town by the Tax Parcels.

"*Fire District*" means the Town of Scriba Fire District.

"*Force Majeure Event*" means an event for which the Company is not responsible or act of God, either of which results in damage or destruction to greater than fifty-one percent (51%) of the Facility.

"*Guaranty*" means a parent guaranty provided by the Company's parent as security for Payments.

"*ISFSI*" means the Facility's Independent Spent Fuel Storage Installation.

"*Land*" means the land located in the Town underlying the Facility described on Exhibit A attached hereto and currently identified by the Tax Parcels.

"*Library*" means the library for the School District.

"*MW*" means megawatt.

"*NRC*" means the United States Nuclear Regulatory Commission.

"*Non-Nuclear Electric Generating Facilities*" means all electric generating facilities which generate electricity from non-nuclear power for sale, directly or indirectly, to the public, including the land upon which such facilities are located, but excluding any back-up generating facilities or generators that are or become part of the Facility.

"*Notice of Termination*" means a written notice provided by either the Tax Jurisdictions or the Company to the other regarding its election to terminate this Agreement.

"*Nuclear Powered Electric Generating Facility*" shall have the meaning set forth in Section 485.

"*NYSERDA*" means the New York State Energy Research and Development Authority.

"*Parties*" means the Town, the School District, the County, and the Company.

"*Payments*" means the payments to be made with respect to the Facility, determined in accordance with Article III of this Agreement.

"*Person*" means an individual, partnership, limited liability company, corporation, trust, unincorporated organization or governmental authority.

"*PILOT*" means payment in lieu of Taxes.

"*RPTL*" means the Real Property Tax Law of the State, as amended from time to time.

"*School District*" means the Mexico Academy and Central School District, a public school district organized and existing under the laws of the State of New York and located in Oswego County, New York.

"*School District Resolution*" means the resolution [June 20, 2024] adopted by the Board of Education pursuant to Section 485, to provide for exemption of the Facility from Taxation, Special *Ad Valorem* Levies and Special Assessments imposed by or within the School District.

"*Section 485*" means RPTL Section 485, as amended from time to time, providing for exemption of a Nuclear Powered Electric Generating Facility from Taxation, Special *Ad Valorem* Levies and Special Assessments, except as limited by Section 490.

"*Section 490*" means RPTL Section 490, as amended from time to time, extending the Section 485 exemption to cover Special *Ad Valorem* Levies and Special Assessments, but excepting certain of those.

"*Special Assessment*" shall have the meaning set forth in RPTL Section 102(15), as amended from time to time.

"*Special Ad Valorem Levy*" shall have the meaning set forth in RPTL Section 102(14), as amended from time to time.

"*Special District*" shall have the meaning set forth in RPTL Section 102(16), as amended from time to time.

"*State*" means the State of New York.

"*Taxes*" and "*Taxation*" shall have the meaning set forth in RPTL Section 102(20), as amended from time to time.

"*Tax Jurisdictions*" means the Town, School District, and County.

"*Tax Parcels*" means all tax parcels listed on Exhibit B attached hereto.

"*Term*" means five (5) payment years covering the 2024, 2025, 2026, 2027, and 2028 Assessment Roll Years, or such reduced period of time created by an earlier termination pursuant to Article III Section 8, Article III Section 11, or Article IV Section 2 of this Agreement.

"*Town*" means the Town of Scriba, New York, a municipal corporation organized and existing under the laws of the State of New York and located within the County of Oswego.

"*Town Board*" means the Town Board of the Town.

"*Town Local Law*" means Local Law No. [__] of 2024 adopted by the Town on [June 19, 2024], pursuant to Section 485, to provide for exemption of the Facility from Taxation, Special *Ad Valorem* Levies and Special Assessments imposed by or within the Town.

"*Triggering Event*" means an event giving rise to the right of either the Tax Jurisdictions or the Company to terminate this Agreement.

"*ZEC*" means Zero Emissions Credit that are available through NYSERDA.

Section 2. Interpretation

In this Agreement, unless the context otherwise requires:

a. The terms "hereby," "hereof," "herein," "hereunder," and any similar terms as used in this Agreement refer to this Agreement, the term "heretofore" shall mean before, and the term "hereafter" shall mean after, the date of this Agreement;

b. Words of masculine gender shall mean and include correlative words of feminine and neuter genders; and

c. Any certificates, letters, or opinions required to be given pursuant to this Agreement shall mean a signed document attesting to or acknowledging the circumstances, representations, opinions of law, or other matters therein stated or set forth or setting forth matters to be determined pursuant to this Agreement.

ARTICLE II

REPRESENTATIONS AND WARRANTIES

Section 1. Representations of all Parties

Each of the Parties executing this Agreement hereby represents that, as of the date of this Agreement:

a. it is duly organized, validly existing, and in good standing under the laws of the State in which it is formed as set forth in the first paragraph of this Agreement and has requisite authority to own its property and assets and conduct its business as presently conducted or proposed to be conducted under this Agreement;

b. it has the power and authority to execute, deliver, and carry out all applicable terms and provisions of this Agreement;

c. all necessary action has been taken to authorize its execution, delivery, and performance of this Agreement, and this Agreement constitutes its legal, valid, and binding obligation enforceable against it in accordance with its terms;

d. with respect to its signatory hereto, such signatory has been duly authorized to execute this Agreement in her or his official or corporate capacity and has the power to bind her or his respective Party to this Agreement;

e. no governmental approval by or with any government authority is required for the valid execution, delivery, and performance under this Agreement by such Party except such as have been duly or will be obtained or made and, in the case of the Company, except such as are required for the operation or maintenance of the Facility, and the Company has no reason to believe that any such government approval will not be made or obtained as required for the Company's performance hereunder;

f. none of the execution or delivery of this Agreement, the performance of the obligations in connection with the transaction contemplated hereby, or the fulfillment of the terms and conditions hereof will (i) conflict with or violate any provision of its charter, certificate of organization, limited liability company agreement, or bylaws; (ii) conflict with, violate, or result in a breach of any applicable law; or (iii) conflict with, violate, or result in a breach of or constitute a default under or result in the imposition or creation of any mortgage, pledge, lien, security interest, or other encumbrance under this Agreement or under any term or condition of any mortgage, indenture, or any other agreement or instrument to which it is a party or by which it or any of its properties or assets are bound;

g. there is no action, suit, or proceeding, at law or in equity, or official investigation before or by any government authority pending or, to its knowledge, threatened against it, wherein an anticipated decision, ruling, or finding would result in a material adverse effect on its ability to perform its obligations under this Agreement or on the validity or enforceability of this Agreement;

h. the conduct of its business is in compliance with all applicable governmental approvals with which a failure to comply, in any case or in the aggregate,

would result in a material adverse effect on its ability to perform its obligations under this Agreement or on the validity or enforceability of this Agreement; and

i. the Facility constitutes a Nuclear Powered Electric Generating Facility for purposes of Section 485.

Section 2. Tax Jurisdiction Representations

a. The Town represents that the Town Local Law remains in full force and effect and has not been modified, rescinded, or revoked as of the date of execution and delivery of this Agreement by the Town and that all actions on the part of the Town necessary or appropriate for the effectiveness of the Town Local Law and the execution and delivery of this Agreement have occurred and been satisfied. The Town further represents that the Town Local Law and a copy of this Agreement were or will be filed with the Commissioner and the Town Clerk within thirty (30) days of its adoption (in the case of the Town Local Law) and execution (in the case of this Agreement).

b. The County represents that the County Local Law remains in full force and effect and has not been modified, rescinded, or revoked as of the date of execution and delivery of this Agreement by the County and that all actions on the part of the County necessary or appropriate for the effectiveness of the County Local Law and the execution and delivery of this Agreement have occurred and been satisfied. The County further represents that the County Local Law and a copy of this Agreement were or will be filed with the Commissioner and the County Clerk within thirty (30) days of its adoption (in the case of the County Local Law) and execution (in the case of this Agreement).

c. The School District represents that the Section 485 Resolution remains in full force and effect and has not been modified, rescinded, or revoked as of the date of execution and delivery of this Agreement by the School District and that all actions on the part of the School District necessary or appropriate for the effectiveness of the Section 485 Resolution and the execution and delivery of this Agreement have occurred and been satisfied. The School District further represents that the Section 485 Resolution and a copy of this Agreement were or will be filed with the Commissioner and the School District Clerk within thirty (30) days of its adoption (in the case of the Section 485 Resolution) and execution (in the case of this Agreement).

Section 3. Company Representations

The Company represents that all actions necessary or appropriate for the execution and delivery of this Agreement have occurred and been satisfied.

ARTICLE III

PAYMENTS

Section 1. Payment Amount

a. Payment Amount. The Company will make annual Payments to the Tax Jurisdictions in the total amounts set forth below for Assessment Roll Years 2024-2028.

Assessment Roll Year	Town Payment Share ($) (includes Fire District)	School District Payment Share ($) (includes Library)	County Payment Share ($) (includes all County taxes)	Payments ($)
2024	969,600	9.039,000	4,226,850	14,235,450
2025	969,600	10,182,188	4,226,850	15,378,638
2026	969,600	10,182,188	4,226,850	15,378,638
2027	969,600	10,182,188	4,226,850	15,378,638
2028	969,600	10,182,188	4,226,850	15,378,638
Payment Total	4,848,000	49,767,750	21,134,250	75,750,000

Payments shall cover Taxes, Special *Ad Valorem* Levies and Special Assessments currently imposed on the Facility by the Tax Jurisdictions, including Town general and highway taxes and Fire District taxes, School District general and Library taxes, and County general, Community College, and Workers Compensation taxes, and any other future Taxes, Special *Ad Valorem* Levies and Special Assessments covered by Section 485 imposed by the Tax Jurisdictions or a Special District.

b. Payment Split. The Tax Jurisdictions have agreed that annual Payments shall be split as follows:

Tax Jurisdiction	Share
Town	6.4%
School District	65.7%
County	27.9%
Combined	100.0%

c. Capacity Changes. Payments shall not be increased or decreased if the nameplate rated generating capacity of the Facility changes during the Term.

d. ISFSI. Payments shall not be increased or decreased relative to the ISFSI, so-called dry cask storage units, or any related spent fuel storage property or Equipment, regardless of change in law during the Term. The Company shall have the option, in its sole discretion and at any time during the Term, of attributing a portion of annual Payments to the ISFSI and reflecting such attribution in this Agreement. Unless altered by the Company during the Term, $490,000 of each total annual Payment shall be attributable to the ISFSI.[2]

[2] Payment allocation to ISFSI based on total ISFSI construction cost of $18,237,971 and 5-year average full value combined property tax rate.

Section 2. All Property Taxes, Levies and Assessments Covered

To the extent provided for in Section 485, the Payments are inclusive of all Taxes, Special Assessments, Special *Ad Valorem* Levies, and other similar charges by any of the Tax Jurisdictions or any Special District which would have been or are assessed against the Facility during the Term. The Company will remain responsible for any water or sewer usage charges lawfully and properly levied on the Facility, and such usage charges will be paid by the Company in addition to Payments hereunder.

Section 3. Payment Due Dates

The Company will make Payments to (a) the School District on or before October 1 of each School District fiscal year during the Term, and (b) the Town and the County on or before January 31 of each calendar year during the Term.

Assessment Roll Year	School District Tax Year	Town/County Tax Year	School District Payment Installment Due Dates	Town/County Payment Due Date
2024	2024-2025	2024	October 1, 2024	January 31, 2025
2025	2025-2026	2025	October 1, 2025	January 31, 2026
2026	2026-2027	2026	October 1, 2026	January 31, 2027
2027	2027-2028	2027	October 1, 2027	January 31, 2028
2028	2028-2029	2028	October 1, 2028	January 31, 2029

Section 4. Invoices; Payee

a. Invoices. The Tax Jurisdictions will prepare invoices pursuant to this Agreement and deliver them to the Company at least thirty (30) days in advance of each of the Payment due dates described in Section 3 of this Article. The failure of a Tax Jurisdiction to issue an invoice does not waive the due date or the Company's responsibility to make the Payment on or before the date specified in Article III Section 3 hereof. Invoices shall be sent to the following address:

Constellation FitzPatrick, LLC
c/o Constellation Energy Generation, LLC
100 N. Riverside Plaza, Ste 900
Chicago, Illinois 60606
Attention: Tax Department
Telephone No.: (779) 231-5602

b. Payee. Unless otherwise directed by the Tax Jurisdictions, Payments shall be made payable to the following:

If to the Town, payable to the "Town of Scriba" and mailed or delivered to:

Town of Scriba
Municipal Building
42 Creamery Road
Oswego, New York 13216
Attention: Tax Collector

If to the School District, payable to the "Mexico Academy & Central School District" and mailed or delivered to:

Mexico Academy & Central School District
40 Academy Street
Mexico, New York 13114
Attention: Assistant Superintendent for Business

If to the County, payable to the "County of Oswego" and mailed or delivered to:

County of Oswego
County Office Building
46 East Bridge Street
Oswego, New York 13216
Attention: County Treasurer

Section 5. Credits for Taxes, Special *Ad Valorem* Levies, and Special Assessments

Any Taxation, Special *Ad Valorem* Levies, or Special Assessments resulting in payments made or to be made by the Company to a Tax Jurisdiction or to a Special District with respect to the Facility or any portion thereof, during an Assessment Roll Year to which this Agreement applies, will be applied as a credit against the Payment share due to that respective Tax Jurisdiction in that Assessment Roll Year (and future Assessment Roll Years to the extent taxes paid exceed the Payment for that Assessment Roll Year), to the extent such payments are not timely refunded to the Company. Should the Company, under any subsequently adopted State or local law, pay to any Tax Jurisdiction in any Assessment Roll Year any amounts for Taxes, Special Assessments or Special *Ad Valorem* Levies charged, levied, and/or assessed upon the Facility, then the Company's obligation hereunder to make Payment to that Tax Jurisdiction in such Assessment Roll Year will be reduced by the amount which the Company so paid or is obligated to pay to such Tax Jurisdiction in such Assessment Roll Year (and future Assessment Roll Years to the extent Taxes, Special *Ad Valorem* Levies and Special Assessments paid exceed the Payment for that Assessment Roll Year). If the Company desires to claim a credit against any particular Payment due hereunder, the Company will give the respective Tax Jurisdiction prior written notice of its intention to claim any credit pursuant to the provisions of this Section, with such notice to be given by the Company at least ten (10) days prior to the final date on which such Payment is due pursuant to the provisions of Article III Section 3 of this Agreement. Notwithstanding anything to the contrary herein, for any Assessment Roll Year during which this Agreement applies, the sum of Taxes, Special *Ad Valorem* Levies and Special Assessments paid or owed and the Payments paid or owed (after application of the credit/reduction for Taxes, Special *Ad Valorem* Levies and Special Assessments) shall in no event be less or more than the total Payments for such Assessment Roll Year calculated pursuant to Article III Section 1 of this Agreement. Notwithstanding anything herein to the

contrary, the Company shall not be entitled to a credit for any payments made other than payments made to the Tax Jurisdiction(s) for Taxes, Special *Ad Valorem* Levies, and Special Assessments.

Section 6. Late Payments; Default; Penalties and Interest

Payments not made on or before the date due shall be considered in default of this Agreement. Upon the failure of the Company to make a Payment when due, the Tax Jurisdictions owed payment shall provide writing notice of default to the Company. The Company shall have thirty (30) days to cure any such default (the "*Cure Period*"). Payments not made to any of the Tax Jurisdictions on or before the date due shall be subject to the same interest and penalties as unpaid real property taxes, calculated from the date due; *provided, however*, that interest and penalties shall not be due and owing with respect to any such Payment if the Tax Jurisdictions fail to issue an invoice to the Company pursuant to Article III Section 4(a) hereof at least two (2) weeks prior to the date due. The officer collecting Payments for the Tax Jurisdictions hereunder shall be entitled to present to the County a statement to the effect that Payments, if any, remain unpaid. The County shall be entitled, upon receipt of such statement, to levy against the Facility for any unpaid Payments set forth in such statement, together with all applicable interest and penalties, and collect and enforce such levy in the same manner and to the same extent as provided by law for the collection of real property taxes, notwithstanding the fact that the Facility is otherwise wholly exempt from Taxation, Special *Ad Valorem* Levies and Special Assessments. Crediting pursuant to Article III Section 5 hereof, supported by tax bills paid, shall not constitute a default hereunder.

Section 7. Payment Security

The Company will provide a guaranty by its parent company, Constellation Energy Generation, LLC , in a form acceptable to the Company, Constellation Energy, and the Tax Jurisdictions as security for Payments (the "*Guaranty*").

Section 8. Default and Remedies

In the event Payments, together with any interest due, are not received by any of the Tax Jurisdictions within the Cure Period, such Tax Jurisdiction(s) may exercise its rights under the Guaranty.

Section 9. Payments After Expiration or Early Termination of Term

At the expiration or early termination of the Term, the assessment, levy, and collection of Taxes related to the Facility shall be made pursuant to then-current law. The Company shall have the right to challenge any assessments relating to the Facility for the period following the expiration or early termination of this Agreement.

Section 10. Additional Property and Improvements

Future improvements or modifications to the Facility and property and any Equipment that becomes located on the Land during the Term shall be covered by this Agreement and shall not cause any increase in the Payments; *provided, however*, that this Agreement shall exclude any Non-Nuclear Electric Generating Facilities that are constructed on the Land.

Section 11. Damage

In the event the Facility is substantially damaged or destroyed by a Force Majeure Event, this Agreement may be terminated by the Company in its entirety. Termination pursuant to this Section shall be first effective for the first Assessment Roll Year tied to the first taxable status date following the date upon which damage first occurs to the Facility. The Company shall provide written notice to the Tax Jurisdictions of its decision to terminate this Agreement pursuant to this Section within ninety (90) days after the date upon which damage first occurs to the Facility. The assessment, levy, and collection of Taxes related to the damaged Facility for that Assessment Roll Year shall be made pursuant to then-current law. The Company shall have the right to challenge any assessments relating to such Taxes payable on the Facility following such termination.

Section 12. No Effect of Final Payments on Facility Value

The Payments under this Agreement shall have no bearing relative to Facility value following expiration or termination of this Agreement.

ARTICLE IV

TERM AND TERMINATION RIGHTS

Section 1. Term and Effective Dates

The Term will be five (5) payment years covering the 2024, 2025, 2026, 2027, and 2028 Assessment Roll Years, as illustrated in the schedule below, or such reduced period of time created by an earlier termination pursuant to Article III Section 11 or Article IV Section 2. For the School District, this Agreement is effective upon July 1, 2024 and continues through 11:59 p.m. on June 30, 2028. For the Town and the County, this Agreement is effective upon January 1, 2025 and continues through 11:59 p.m. on December 31, 2029.

Assessment Roll Year	School District Tax Year	Town / County Tax Year
2024	2024-2025	2025
2025	2025-2026	2026
2026	2026-2027	2027
2027	2027-2028	2028
2028	2028-2029	2029

Section 2. Termination; Triggering Events

Either the Tax Jurisdictions or the Company may terminate this Agreement upon the occurrence of any of the following events (each a "*Triggering Event*"):

a. The NRC orders a shutdown or revokes, terminates, or otherwise cancels the license to operate to generate electricity or refuses to approve resumption of operations to generate electricity.

b. The New York State ZEC program is terminated or discontinued by legislative, regulatory or administrative action, or is struck down by a non-appealable decision of a court, during the Term and is not replaced with a comparable program.

c. Any new or amended New York State or Federal legislation (excluding Federal Production Tax Credits) is passed which directly increases the annual revenue the Facility receives during the Term through the ZEC program, carbon pricing or any other program that provides payments related to the environmental attributes of the Facility.

d. The Company adds generating capacity to the Facility or the Land on which the Facility is located.

e. The Company decides to permanently shut down the Facility for reasons other than those covered above and notice of shut-down is provided to the NRC.

Upon the occurrence of any such Triggering Event, the Tax Jurisdictions or the Company may at any time thereafter elect to terminate this Agreement by providing written notice of termination (the "*Notice of Termination*").

Section 3. Effect of Election to Terminate

Upon the occurrence of a Triggering Event, if either the Tax Jurisdictions or the Company elect to terminate this Agreement, such termination will be first effective for the set of fiscal years tied to the second final assessment roll following the date of the Notice of Termination. If either the Tax Jurisdictions or the Company do not elect to terminate this Agreement in connection with a Triggering Event, the Payments will continue to be as specified in Article III hereof.

ARTICLE V

ASSESSMENT CHALLENGES

Section 1. 2023 and 2024 Assessment Challenges

Within thirty (30) days following execution and delivery of this Agreement by all Tax Jurisdictions, the Company shall withdraw and discontinue with prejudice all administrative and judicial assessment challenges to the 2023 and 2024 assessments on the Facility for the 2023 and 2024 Assessment Roll Years.

Section 2. Assessment Challenges During the Term

a. 2025-2027 Assessment Challenges. Except as otherwise provided in this Agreement, the Company agrees not to challenge the assessments on the Facility for the 2025, 2026 or 2027 Assessment Roll Years. The Company may challenge the assessment for the final year of this Agreement (the 2028 Assessment Roll Year).

b. No Implied Agreement to Assessed Value. Neither the Company's agreement not to challenge the assessments on the Facility nor its failure to do so in the final year of the Agreement shall constitute an acceptance of or agreement to such assessments.

ARTICLE VI

ASSIGNMENT

Section 1. Assignment

a. The Company may assign this Agreement to any Affiliate without the prior written consent of the Tax Jurisdictions provided such Affiliate assumes and agrees to be bound by this Agreement. In such event, the Company shall have no further obligations hereunder.

b. In the event the Facility is sold to a third party, this Agreement shall be assigned to and assumed by such third party, including the obligations articulated in Section 4 of the Guaranty. In such event, the Company shall have no further obligations hereunder; provided, however, that if such third party does not assume and agree to be bound by this Agreement and provide a parent guaranty if such is needed to assure payment ability, the Company shall not be released from its obligations hereunder. The Company shall provide written notice to the Tax Jurisdictions of any such impending sale of the Facility within thirty (30) days following the date of submission of the Company's application to the NRC for transfer of the Facility's operating license.

c. The Company may also, without the consent of any Tax Jurisdiction, sell, transfer, assign, pledge, mortgage, hypothecate, or otherwise dispose of and encumber all or any of its rights, title, and interests in, to, and under this Agreement to any lender as security for the performance of its obligations under any loan agreement with such lender. The Tax Jurisdictions agree to execute, deliver, and furnish such consents, documents, certificates, opinions of counsel, and other instruments and information which any lender may reasonably request as a condition to the financing or refinancing provided in relation to the Facility.

ARTICLE VII

LIMITED OBLIGATION OF THE PARTIES

All obligations of the Parties contained in this Agreement shall be deemed to be the corporate obligations of the respective Parties and not obligations of any member, officer, agent, servant, employee, or affiliate of the Parties. No recourse upon any obligation contained in this Agreement, or otherwise based on or in respect of this Agreement, shall be had against any past, present, or future member, officer, agent, servant, employee, or affiliate of the Parties.

ARTICLE VIII

NOTICES

All notices, demands, requests, consents, or other communications provided for or permitted to be given pursuant to this Agreement shall be in writing and shall be mailed, communicated by electronic mail, or delivered to the Parties at the respective address set forth below:

If to the Town:

Town of Scriba
Municipal Building
42 Creamery Road
Oswego, New York 13216
Attention: Supervisor
Telephone No.: (315) 343-3019

with a copy to:

Caraccioli Law, PLLC
175 East Seventh Street
Oswego, New York 13126
Attention: Kevin C. Caraccioli, Esq., Scriba Town Attorney
Telephone No.: (315) 343-1939

If to the County:

County of Oswego
County Office Building
46 East Bridge Street
Oswego, New York 13216
Attention: Philip R. Church, County Administrator
Telephone No.: (315) 349-8235

with a copy to:

County of Oswego
County Office Building
46 East Bridge Street
Oswego, New York 13216
Attention: Richard C. Mitchell, County Attorney
Telephone No.: (315) 349-8296

If to the School District:

Mexico Academy & Central School District
40 Academy Street
Mexico, New York 13114
Attention: Superintendent
Telephone No.: (315) 963-8400

with a copy to:

Ferrara Fiorenza P.C.
5010 Campuswood Drive
East Syracuse, New York 13057
Attention: Joseph G. Shields, Esq.
Telephone No.: (315) 437-7600

If to the Company:

Constellation FitzPatrick, LLC
c/o Constellation Energy Generation, LLC
100 N. Riverside Plaza, Ste 900
Chicago, Illinois 60606
Attention: Tax Department
Telephone No.: (779) 231-5602

with a copy to:

Barclay Damon LLP
125 East Jefferson Street
Syracuse, New York 13202
Attention: Matthew S. Moses, Esq.
Telephone No.: (315) 425-2726

All such notices, demands, requests, consents, or other communications will be deemed to have been duly given when transmitted by electronic copy, or personally delivered, or, in the case of a mailed notice, upon receipt, in each case addressed as aforesaid. Each of the Parties may from time to time change its address for notices by written notice of such change to the other Parties given in accordance with this Section.

ARTICLE IX

MISCELLANEOUS

Section 1. Governing Law; Venue

This Agreement will be governed by and construed in accordance with the laws of the State without giving effect to the conflict of laws principles thereof. All disputes arising out of or in connection with this Agreement will be decided in the first instance by the New York State Supreme Court, County of Oswego, to the exclusion of all other courts, except that the Parties shall have all appeal rights allowed by State law. The Parties hereby submit to the jurisdiction of the New York State Supreme Court, County of Oswego, for purposes of all such suits.

Section 2. Severability

In the event any provision of this Agreement is held to be unenforceable or invalid by any court or regulatory authority of competent jurisdiction, the validity and enforceability of the remaining provisions shall not be affected; *provided, however*, that the Parties shall renegotiate in

good faith the unenforceable or invalid provision(s) in order to accomplish the goals and intent of this Agreement consistent with Section 485.

Section 3. Amendment

This Agreement may not be amended except by an instrument in writing signed by the Parties hereto.

Section 4. Binding Effect

This Agreement will inure to the benefit of and be binding upon each of the Parties and, as permitted by this Agreement, their respective successors and permitted assigns.

Section 5. Execution in Counterparts

This Agreement may be executed by the Parties hereto in several counterparts, and each such counterpart will be deemed to be an original and all of which together constitute but one and the same agreement.

Section 6. Table of Contents and Section Headings Not Controlling

The Table of Contents and the Section headings in this Agreement have been prepared for convenience of reference only and will not control, affect the meaning of, or be taken as an interpretation of any provision of this Agreement.

Section 7. Effective Date; Effectiveness

This Agreement will be effective as of the dates set forth in Article IV Section 1 hereof. This Agreement shall be effective and enforceable against any Tax Jurisdictions executing and delivering it regardless of whether any of the other Tax Jurisdictions executes and delivers this Agreement.

Section 8. Filing with the Commissioner

The Tax Jurisdictions will file copies of this Agreement within thirty (30) days after the execution hereof by the Parties with the Commissioner and with the Clerks of the Town, School District, and County. Copies of the Town Local Law, County Local Law, and School District Resolution shall be included in such filings with the Town Clerk, County Clerk, and School District Clerk, respectively.

Section 9. Change of Tax Identification Numbers; Creation of New Tax Parcels

The change or amendment of the, or increase or decrease in the number of, Tax Identification or parcel numbers currently used by the Town to identify or classify all or any part of the Facility, or the creation of new or additional tax parcels for future facilities and property, Equipment, buildings, and improvements located on, above, or under the Land, will not in their totality cause the Payments and/or computations agreed to, or upon which this Agreement is based, to change; *provided, however*, this provision shall not apply to tax parcels created in connection with a sale or transfer of a portion or portions of the Land to a third party or parties that identify such sold or transferred portion(s) of the Land.

IN WITNESS WHEREOF, the undersigned have caused this Agreement to be executed as of the day and year first above written.

TOWN OF SCRIBA

By: _____
Kelly Lagoe
Town Supervisor

COUNTY OF OSWEGO

By: _____
James Weatherup
Chairman, Oswego County Legislature

MEXICO ACADEMY & CENTRAL SCHOOL DISTRICT

By: _____
Donna Runner
Superintendent of Schools

CONSTELLATION FITZPATRICK, LLC

By: _____
Alexander D. Sterio
Site Vice President

DRAFT

LIST OF EXHIBITS

Exhibit A	LEGAL DESCRIPTION OF THE FACILITY	A-1
Exhibit B	TAX PARCELS	B-1
Exhibit C	TOWN LOCAL LAW AND AUTHORIZING RESOLUTION	C-1
Exhibit D	COUNTY LOCAL LAW AND AUTHORIZING RESOLUTION	D-1
Exhibit E	SCHOOL DISTRICT RESOLUTIONS	E-1

Exhibit A

Legal Description of the Facility

Tax ID# 095.00-01-14.200 (FitzPatrick Facility), and
Tax ID# 095.00-01-50 (Wellness Center)

ALL THAT TRACT OR PARCEL OF LAND, situate in the Town of Scriba, County of Oswego, State of New York, including all of Lots #7, #8, #9 and #42, and part of Lots #6, #10, and #41 in the 18th Township of Scriba's Patent, bounded and described as follows:

Beginning at the southerly mean low water mark (elevation 245 U.S. Lake Survey Datum) of Lake Ontario; Thence S. 07° 07' 00" W. passing through the southerly water's edge (1999) of Lake Ontario and two iron pins set at 56.84 feet 99.84 feet and 2846.38 feet, respectively, and continuing a total distance of 2871.27 feet to a nail set at the center of Lake Road;

Thence N. 88° 29' 00" W. along the center of Lake Road a distance of 371.04 feet to a nail set at the intersection with the centerline of Lake Road and County Route 29;

Thence S. 06° 48' 13" W. along the center of County Route 29 a distance of 1152.12 feet to a nail set;

Thence S. 07° 18' 13" W. along the centerline of County Route 29 a distance of 1775.22 feet to a nail set;

Thence S. 07° 54' 13" W. along the centerline of County Route 29 a distance of 1173.66 feet to a nail set;

Thence S. 07° 58' 13" W. along the centerline of County Route 29 a distance of 1109.42 feet to a nail set;

Thence N. 82° 34' 00" W. passing through an iron pin set at 25.00 feet and continuing a total distance of 3930.06 feet to an iron pin set at the point where the southerly line of Lot #41 intersects the E. 548.300 coordinate line at central zone (N.Y. coordinate system);

Thence N. 10° 01' 00" E. along the coordinate line, passing through an iron pin set at 7890.93 feet said iron pin being situate S. 65° 15' 54" W. 278.69 feet from U.S. Lake Survey Monument "Camp" and continuing a total distance of 7935.93 feet to the southerly water's edge (1999) of Lake Ontario;

Thence N. 10° 01' 00" E. a distance of 50 feet more or less to the mean low water line of Lake Ontario at elevation 245 (U.S. Lake Survey Datum);

Thence along the mean low water line a distance of 4093.63 feet to the point of beginning, being situate S 84° 44' 27" E. 3929.81 feet from the end of the last course.

Containing 720.738 acres of land more or less.

Together with a right-of-way and easement for the purposes of ingress and egress on foot or with vehicles over so much of said former County Route 29 (Lake Road) extending from the westerly boundary of the above described premises in a generally westerly direction across the premises of Niagara Mohawk Power Corporation to the westerly boundary of the premises of Niagara Mohawk Power Corporation, said westerly boundary being coincident with the centerline of Lakeview Road (so-called) at its point of intersection with said former County Route 29.

Tax ID# 095.00-10-01 (Railroad Spur)

ALL THAT CERTAIN portion of right of way of railroad of Consolidated Rail Corporation, formerly Penn Central Transportation Company, known as the Fulton Secondary and identified as Line Code 4748 in the records of the United States Railway Association, situate in the Town of Scriba, County of Oswego and State of New York.

BEGINNING at the Mile Post 38.35 which is about 792 feet east of the southwest line of Four Mile Crossing (aka County Route IA); and extending from said Beginning thence in an easterly direction to about Mile Post 39.8 and Station 95+543 which is at the end of Consolidated Rail Corporation's ownership, all as indicated by "PS" on the Consolidated Rail Corporation's Case Plan No. 68652, sheets 1 of 2, which sheets are attached to the Parcel B Deed and made a part thereof.

BEING a part of portion of the same premises which Robert W. Blanchette, Richard C. Bond and John H. McArthur, as Trustees of the Property of Penn Central Transportation Company, Debtor, by Conveyance Document No. PC-CRC-RP-128, dated March 30, 1976 and recorded on September 20, 1978, in the Recorder's Office of Oswego County, New York, in Liber 821 at Page 3&c., granted and conveyed the aforesaid property unto Consolidated Rail Corporation.

Exhibit B

List of Tax Parcels comprising the Facility

1. Tax ID# 095.00-01-14.200 (FitzPatrick Facility)
2. Tax ID# 095.00-01-50 (Wellness Center)
3. Tax ID# 095.00-10-01 (Railroad Spur)

Exhibit C

Town Local Law and Authorizing Resolution

Exhibit D

County Local Law and Authorizing Resolution

Exhibit E

School District Resolutions

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 190

A RESOLUTION FIXING TIME AND PLACE FOR A PUBLIC HEARING RELATIVE TO PROPOSED COUNTY OF OSWEGO LOCAL LAW NO. 6 OF THE YEAR 2024, ENTITLED, A LOCAL LAW GRANTING AN EXEMPTION FROM GENERAL AD VALOREM TAXATION, SPECIAL AD VALOREM LEVIES, AND SPECIAL ASSESSMENTS AS PROVIDED FOR UNDER REAL PROPERTY TAX LAW §485 AND §490 REGARDING THE JAMES A. FITZPATRICK CLEAN ENERGY CENTER, A NUCLEAR POWERED ELECTRIC GENERATING FACILITY

By Legislator David Holst:

UPON the recommendation of this body, be it

RESOLVED, that the Oswego County Legislature shall hold a Public Hearing on the proposed County of Oswego Local Law Number 6 of 2024 entitled A LOCAL LAW GRANTING AN EXEMPTION FROM GENERAL AD VALOREM TAXATION, SPECIAL AD VALOREM LEVIES, AND SPECIAL ASSESSMENTS AS PROVIDED FOR UNDER REAL PROPERTY TAX LAW §485 AND §490 REGARDING THE JAMES A. FITZPATRICK CLEAN ENERGY CENTER, A NUCLEAR POWERED ELECTRIC GENERATING FACILITY, on the 11th day of July, 2024, at 2:00 o'clock, in the afternoon of said day at the Oswego County Legislative Chambers, County Office Building, 46 E. Bridge Street, Oswego, NY 13126; and be it further

RESOLVED, that the Clerk of the Oswego County Legislature cause notice of such Public Hearing to be published in the Official Newspapers of the County and post the same as required by law.

ADOPTED BY VOICE VOTE ON JUNE 13, 2024:
YES: 21 NO: 0 ABSENT: 4 ABSTAIN: 0

COUNTY OF OSWEGO
LOCAL LAW NUMBER 6 OF 2024

A LOCAL LAW GRANTING AN EXEMPTION FROM GENERAL AD VALOREM TAXATION, SPECIAL AD VALOREM LEVIES, AND SPECIAL ASSESSMENTSAS PROVIDED FOR UNDER REAL PROPERTY TAX LAW §485 AND §490 REGARDING THE JAMES A. FITZPATRICK CLEAN ENERGY CENTER

BE IT ENACTED BY THE LEGISLATURE OF THE COUNTY OF OSWEGO AS FOLLOWS:

1. **Purpose and Intent**. The County of Oswego, by and through its Legislature, hereby finds and determines that it is in the best interests of the County as a tax district to enter into a tax agreement with, and to grant a real property tax exemption under law for, the James A. FitzPatrick Clean Energy Center, a nuclear power plant located within the Town of Scriba. The purpose of this local law is to provide for an exemption from general *ad valorem* taxation, special *ad valorem* levies, and special assessments as provided for under New York State Real Property Tax Law §§485 and 490 regarding the James A. FitzPatrick Clean Energy Center owned by Constellation FitzPatrick, LLC, a limited liability company duly organized and validly existing under the laws of the State of Delaware and authorized to conduct business within the State of New York, being a nuclear powered electric generating facility located in the Town of Scriba, County of Oswego and State of New York, for the purpose of entering into a tax agreement to become effective July 1, 2024 with such exemption commencing for County tax purposes on January 1st, 2025 at 12:01 a.m. and expiring at 11:59 p.m. on December 31st, 2029.

2. **Property Affected**: The nuclear powered electric generating facility covered by this local law shall include Tax Parcel ID Numbers: 095.00-10-01.000 (*non-ceiling railroad*); 095.00-01-14.200 (*Nuclear Plant*); 095.00-01-50 (*Wellness Center*) together with any associated equipment, improvements, or land comprising the facility, being and intending to cover the facility for the period of this local law, notwithstanding any subsequent changes in Tax Map ID numbers, if any.

3. **Tax District**: This local law only covers taxes issued by the County of Oswego, the taxing district.

4. **Rights Reserved**: Notwithstanding the exemption granted hereunder for the tax roll section of the property as of the March 1st, 2024 taxable status date, the County expressly reserves the right to issue a county real property tax bill for the year 2025 and thereafter if the contemplated tax agreement is not executed and delivered by Constellation FitzPatrick, LLC and the County, no other exemption is subsequently granted by local law or no other agreement is struck regarding the property affected herein.

5. **Effective Date**; **Exemption Granted**. This law shall become effective upon its adoption. The exemption granted hereunder to the nuclear powered electric generating facility, however, shall commence on at January 1st, 2025 at 12:01 a.m. and shall expire at 11:59 p.m. on

December 31st, 2029. This local law and the exemptions granted hereunder shall only become effective if, and when, a tax agreement for payment in lieu of taxes is agreed upon and executed by the County of Oswego. For the purposes of convenience, the County may enter into a joint tax agreement together with other taxing jurisdictions regarding the property affected herein or the county may execute same individually.

6. **Termination**: This local law, and the exemptions granted hereunder, shall terminate on December 31st, 2029 at 11:59 p.m.

7. **SEQRA Determination:** This Legislature, being the lead agency under the State Environmental Quality Review Act ("SEQRA"), N.Y. Environmental Conservation Law Article 8, hereby finds and determines that this resolution constitutes a Type II action pursuant to Section 617.5(c)(26) of Title 6 of the New York Code of Rules and Regulations in that the action constitutes routine or continuing agency administration and management, not including new programs or major reordering of priorities that may affect the environment. The Clerk of the Oswego County Legislature is hereby directed to circulate any appropriate SEQRA notices of determination of non-applicability or non-significance in accordance with this local law.

8. **Severability**: If any portion of this local law is found to be invalid by a court of competent jurisdiction, or because of intervening changes in New York State or Federal Law, the rest and remainder thereof shall not be affected thereby and shall remain in full force and effect.

9. **Filing**. A copy of this local law shall be filed with the New York State Secretary of State, the Clerk of the County of Oswego, the Clerk of the Town of Scriba, the Clerk of the Mexico Academy and Central School District, and the NYS Commissioner of Taxation and Finance no later than thirty (30) days after its adoption.

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 191

RESOLUTION AUTHORIZING THE EXECUTION OF SETTLEMENT CERTIFICATIONS IN THE MATTER OF THE STATE OF NEW YORK ET AL V. JUUL LABS, INC. ET AL, SUPREME COURT, COUNTY OF NEW YORK INDEX NUMBER: 452168/2019

By Legislator Holst:

WHEREAS, the County of Oswego has been informed the State of New York secured a settlement with JUUL Labs Inc. last year for $112,749,633.37 million to be paid in eight installments; and

WHEREAS, the majority of these settlement funds are to be distributed to the counties, the City of New York, certain school districts, and Boards of Cooperative Education Services; and

WHEREAS, the New York State Office of the Attorney General has required the County of Oswego to complete certain forms to certify that the funds received will be used for abatement as well as provide payment information; and

WHEREAS, the county is required to complete the certification form annually and this year's certification will cover the first two (2) annual distributions; and

WHEREAS, the total payment anticipated to be received by the County of Oswego from this settlement is $582,809.54; and

WHEREAS, these settlement monies are only to be used for approved uses under the settlement which include the following e-cigarette treatment, recovery, and enforcement efforts: Preventing Youth and Young Adults from Initiating Vaping; Supporting Community, School, College, and University Based Anti-Vaping Programs; Helping People Quit Vaping; Enforcing Vaping Laws and Regulations; and, Research and Surveillance; and

WHEREAS, the county must further certify the funds it receives shall be used for the sole purposes of remediating the harm caused by JUUL consistent with the approved uses in the settlement agreement and shall not supplant existing local, state, or federal funding; and

WHEREAS, a resolution is both necessary and desirable,

NOW, THEREFORE, upon recommendation of this body, it is hereby

RESOLVED, that the County Administrator be and is hereby authorized to complete and certify the required distribution forms and certification forms as required under this

settlement; and, it is further

RESOLVED, that the County Administrator be, and is hereby, authorized to delegate the completion of the distribution and certification forms as may be necessary or convenient.

ADOPTED BY VOICE VOTE ON JUNE 13, 2024:
YES: 21 NO: 0 ABSENT: 4 ABSTAIN: 0

OSWEGO COUNTY LEGISLATURE

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 192

A RESOLUTION ESTABLISHING CAPITAL PROJECT NO. 1324 CAMP HOLLIS POOL MAINTENANCE & REPAIR

By Legislator Roy Reehil:

WHEREAS, Camp Hollis located in the Town of Oswego on Health Camp Road, in Oswego County, New York needs pool maintenance & repair; and

WHEREAS, this project is necessary because 85-90% of the marcite in the pool was either cracked, bubbled, or worn away; and

WHEREAS, the estimated cost of the project is $43,000.00; and

NOW, THEREFORE, Upon recommendation of the Human Services Committee of this Legislature, with the approval of the Finance and Personnel Committee; it is hereby

RESOLVED, that the County Treasurer is hereby authorized to execute the funds to the accounts shown on the attached budget modification request establishing Capital Project 1324 Camp Hollis Pool Maintenance and Repair using Internal American Rescue Plan Act revenue loss funds for the maximum expenditure as indicated.

Capital Project	**Total Authorization**
CP#1324 Camp Hollis Pool Maintenance & Repair	$43,000.00

ADOPTED BY VOICE VOTE ON JUNE 13, 2024:
YES: 21 NO: 0 ABSENT: 4 ABSTAIN: 0

Authorized Budget Modification	**Res. 192 of 2024**
H 453010 1324	**($43,000.00)**
H 529000 1324	**$43,000.00**

Oswego City-County Youth Bureau

OSWEGO COUNTY COMPLEX
70 BUNNER STREET
OSWEGO, NY 13126

(315) 349-3452
FAX (315)-349-3231



Brian Chetney Executive Director
brian.chetney@oswegocounty.com

June 13, 2024

Informational Memorandum

Purpose: To authorize and establish Capital Project #1324 Camp Hollis Pool Maintenance & Repair with an authorization of $43,000.00

Summary: The pool was built in 1974, and certainly an integral part of Camp Hollis. While opening the pool this year it was discovered that the water level had dropped significantly over the winter. The water level was filled with hoses to no avail. Each day the water level dropped by approximately an inch (about 700 gallons). It was clear the pool had a leak. After the water was drained, it was noted that about 85-90% of the marcite was either cracked, bubbled, or worn away. This protective layer of the pool acts like the skin of the pool structure that holds in the water. Through the cracks water was leaking into the concrete underneath the marcite, absorbed, and ultimately leaked out into the surrounding soil.

Recommended Action: The department recommends the Human Services Committee; the Finance & Personnel Committee; and the Oswego County Legislature authorize the establishment of Capital Project #1324 using Internal American Rescue Plan Act revenue loss funds.

COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST

ACCOUNT NUMBER			ACCOUNT NUMBER				
ORG	OBJECT	PROJ	ORG	OBJECT	PROJ	DESCRIPTION	DOLLAR AMOUNT
H	453010	1324				Establish CP#1324 Camp Hollis Pool Repair	(43,000.00)
			H	529000	1324	Capital Project#1324 Camp Hollis Pool Repair	43,000.00
						This CP is established using Internal ARPA Funds A268805	
						Establish funds for the Camp Hollis Pool Repair Capital Project.	

DEPARTMENT HEAD — DATE 6/15/24

*DIRECTOR OF HUMAN RESOURCES — DATE

*If Personnel Services are impacted

COUNTY ADMINISTRATOR — DATE 6/13/24

CHAIRPERSON — DATE 6-13-24

COUNTY TREASURER — DATE

Ver. 7.18.23