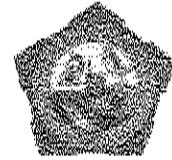


OSWEGO COUNTY LEGISLATIVE AGENDA



AGENDA - REGULAR MEETING

OSWEGO COUNTY, NEW YORK

Date/ Time: March 14, 2024 at 2:00pm

Location: Chambers - Legislative Office Building 46 East Bridge Street Oswego, New York 13126

2:00pm – CALL TO ORDER

Roll Call

Clerk of the Legislature, Betsy Sherman-Saunders

Invocation

Clerk of the Legislature, Betsy Sherman-Saunders

Pledge of Allegiance

Chairman of the Legislature, James Weatherup

APPROVAL OF MINUTES

- Minutes of the Oswego County Legislature Regular Meeting on **February 15, 2024**

PROCLAMATIONS/RECOGNITIONS

- **Proclamation** – Women's History Month

INTRODUCTION OF VISITORS

PUBLIC SPEAKERS ON RESOLUTIONS OF THE DAY

REPORTS

- Reports of County Officials
- Reports of Standing Committees
- Reports of Special Committees

RESOLUTIONS AND MOTIONS

GOVERNMENT, COURTS & CONSUMER AFFAIRS COMMITTEE

- GC-1** A Resolution Fixing Time and Place for Public Hearing Relative to Proposed County of Oswego Local Law No. 1 of The Year 2024, Entitled "A Local Law Creating the Department of Information Technology for The County Of Oswego"
- GC-2** A Resolution Requesting the Approval of the Commissioner of the New York State Department of Taxation and Finance Regarding Additional Mortgage Tax Monies to be Retained by the County Under Tax Law §262
- GC-3** Resolution Appointing Acting Assigned Counsel Plan Administrator for The County of Oswego

- GC-4** Resolution Appointing A Certain Individuals to The Oswego County Industrial Development Agency

PUBLIC SAFETY COMMITTEE

- PS-1** Resolution Authorizing Budgetary Modification Sheriff's Office Transfer From Insurance Recovery (Treasurer's Office) to Automotive Supplies and Repair (Road Division)
- PS-2** Resolution Authorizing the Approval of Oswego County's 2024 STOP-DWI Plan and The Chairman of the Legislature Be Authorized to Execute Any Related Documents
- PS-3** A Resolution Fixing Time and Place for Public Hearing Relative to Proposed County of Oswego Local Law No. 2 of the Year 2024 Authorizing Administrative DWI Supervision Fees Pursuant to New York State Executive Law §257-c
- PS-4** A Resolution Fixing Time and Place for Public Hearing Relative to Proposed County of Oswego Local Law No. 3 of the Year 2024 Oswego County Traffic Diversion Program Local Law
- PS-5** Resolution Authorizing Budgetary Modification Creating One Fulltime Position and Deleting One Part Time Position in The Office Of Emergency Management
- PS-6** Resolution Authorizing The Deletion of Two Positions Sheriff's Office (Drug Task Force)
- PS-7** Resolution Authorizing The Creation of Two Positions in the Office of the District Attorney

HUMAN SERVICES COMMITTEE

- HS-1** Resolution Authorizing Budgetary Modification – Department of Social Services to Fund Eligibility Verification Assistant Automated System and Award Professional Services Contract
- HS-2** Resolution Authorizing Budgetary Modification Department of Social Services to Accept State Funds for the Rental Supplement Program
- HS-3** Resolution Authorizing Budgetary Modification Department of Social Services to Accept Federal Funds for Non-Residential Domestic Violence Services
- HS-4** Resolution Authorizing Budgetary Modification Department of Social Services for Laserfiche Rio Upgrade
- HS-5** Resolution Authorizing Budgetary Modification Department of Social Services - Overtime
- HS-6** Resolution Authorizing Budgetary Modification Department of Social Services to Accept State Funds for the Safe Harbor Program

ECONOMIC DEVELOPMENT AND PLANNING COMMITTEE

- EP-1** Resolution Authorizing Budgetary Modification Capital Project No. 95- Department of Community Development, Tourism and Planning Public Transit Capital Funds- Mobility Management
- EP-2** Resolution Appointing members to the Oswego County Soil and Water Conservation District Board of Directors

HEALTH COMMITTEE

- HE-1** Resolution Adding New York State Healthcare Worker Bonus Funds to the Oswego County Health Department Preventative Health Budget

INFRASTRUCTURE, FACILITIES & TECHNOLOGY COMMITTEE

- IT-1** Resolution Authorizing Budgetary Modification – Central Services Supplement Existing Capital Project to Fund Audio/Visual Upgrades
- IT-2** Resolution Approving the Execution of a Memorandum of Agreement with the United States Department of Transportation Federal Aviation Administration Concerning the Oswego County Airport (FAA Contract No.: 69435Z-22-L-00090)
- IT-3** Resolution Authorizing Budgetary Modification Department of Solid Waste- to Establish a Capital Project No. 0324 for The Bristol Hill Landfill Cell #5 Expansion- Solid Waste Unappropriated Fund Balance to Capital Project No. 0324

FINANCE & PERSONNEL COMMITTEE

- FP-1** Resolution Closing Capital Project 0822 of 2022 and Authorizing \$7200 of the Remaining Funds to Be Transferred to Purchasing Department's Operating Budget
- FP-2** Resolution Authorizing Capital Project Closures and Transfer of Project Balances

UNFINISHED BUSINESS

MISCELLANEOUS BUSINESS

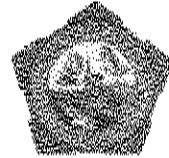
EXECUTIVE SESSION

- Discussions regarding pending or current litigation re: Attis Ethanol/Highscore

ADJOURNMENT

PUBLIC COMMENT PERIOD

OSWEGO COUNTY LEGISLATIVE MEETING



MINUTES - REGULAR MEETING

OSWEGO COUNTY, NEW YORK

Date/ Time: February 15, 2024, at 2:00 p.m.

Location: Chambers - Legislative Office Building 46 East Bridge Street Oswego, New York 13126

CALL TO ORDER

A Regular Meeting of the Oswego County Legislature was called to order at 2:06 pm by Chairman James Weatherup with the Clerk of the Legislature present.

Roll Call was taken with all legislator's present except Leg. Scanlon and District 17 is vacant.

The invocation was given by the Clerk of the Legislature Betsy Sherman-Saunders, followed by the Pledge of Allegiance led by Chairman James Weatherup.

GC-4 Legislator Holst offered a resolution entitled, **RESOLUTION APPOINTING A AN INDIVIDUL TO FILL A VACANCY IN THE OFFICE OF COUNTY LEGISLATOR IN AND FOR THE 17TH LEGISLATIVE DISTRICT**

Resolution 026 of 2024 adopted by a voice vote: Yes: 23 No: 0 Absent: 1 Vacant: 1

Leg. Charles Burger was sworn in by S.C.J. Gregory Gilbert.

APPROVAL OF THE MINUTES

Minutes of the Oswego County Legislature Organizational Meeting on **January 4, 2024** were approved.

PROCLAMATIONS/RECOGNITIONS

Recognition -- Tammy Thompson-Director of Special Childrens Services, Health -- 30 years retirement

INTRODUCTION OF VISITORS

None.

PUBLIC SPEAKERS ON RESOLUTIONS OF THE DAY

Maryann Hartman – Spoke on resolution GC-2, asked that the Legislature put the exemption back in place for her property.

REPORTS

Reports of County Officials – Leg. Reehil gave update on the Anti-Poverty Task Force.

Reports of Standing Committees – None.

Reports of Special Committees – None.

Leg. House made a motion to have a brief recess, multiple seconds.

Unanimous, Motion carried.

Recess at 2:25 p.m.

Out of Recess at 2:36 p.m.

RESOLUTIONS AND MOTIONS

GC-1 Legislator Holst offered a resolution entitled, **RESOLUTION AUTHORIZING THE EXECUTION OF A JOINT DEFENSE AGREEMENT BY AND BETWEEN THE CITY OF OSWEGO, THE OSWEGO CITY SCHOOL DISTRICT CONCERNING THE OSWEGO HARBOR POWER, LLC TAX CERTIORARI LITIGATION**

Resolution 027 of 2024 adopted by a voice vote: Yes: 24 No: 0 Absent: 1

GC-2 Legislator Holst offered a resolution entitled, **RESOLUTION DENYING ADMINISTRATIVE CORRECTION AND TAX REFUND OR CREDIT PURSUANT TO NEW YORK STATE REAL PROPERTY TAX LAW §554 AND §556 REGARDING REAL PROPERTY LOCATED AT 865 COUNTY ROUTE 7 IN THE TOWN OF HANNIBAL**

Leg. Castiglia asked for a roll call vote.

Resolution 028 of 2024 adopted by a roll call vote: Yes: 20 No: 4 Absent: 1
(Leg. Schadt, Salmonsens, Karasek and Castiglia in opposition)

GC-3 Legislator Holst offered a resolution entitled, **RESOLUTION AUTHORIZING BUDGETARY MODIFICATION DEPARTMENT OF THE PUBLIC DEFENDER – HOLIDAY PREMIUM**

Resolution 029 of 2024 adopted by a voice vote: Yes: 22 No: 2 Absent: 1
(Leg. Castiglia and Schadt in opposition)

GC-5 Legislator Holst offered a resolution entitled, **RESOLUTION AMENDING THE MEDICAID COMPLIANCE PLAN AND RELATED POLICIES FOR OSWEGO COUNTY**

Leg. Holst made a motion to amend the resolution when referring to the Ethics Local Law, it should be "Local Law #4 of 1990 as amended", Leg. Gilson seconds.

Motion passed by a voice vote: Yes: 24 No: 0 Absent: 1

~~Amended Resolution 030 of 2024~~ adopted by a voice vote: Yes: 24 No: 0 Absent: 1

PS-1 Legislator Greco offered a resolution entitled, **RESOLUTION ESTABLISHING A CRIMINAL LAW ASSOCIATE (CLA) POSITION WITHIN THE OSWEGO COUNTY DISTRICT ATTORNEY'S OFFICE**

Resolution 031 of 2024 adopted by a voice vote: Yes: 24 No: 0 Absent: 1

PS-2 Legislator Greco offered a resolution entitled, **RESOLUTION AUTHORIZING BUDGETARY MODIFICATION - SHERIFF'S OFFICE TRANSFER FROM INSURANCE RECOVERY (TREASURER'S OFFICE) TO AUTOMOTIVE EQUIPMENT (ROAD DIVISION)**

Resolution 032 of 2024 adopted by a voice vote: Yes: 24 No: 0 Absent: 1

PS-3 Legislator Greco offered a resolution entitled, **RESOLUTION INCREASING PROBATION REVENUE BUDGET LINE ALTERNATIVES TO INCARCERATION-STATE AID PROBATION SERVICES AND INCREASING EXPENDITURE LINE ADDITIONAL HOURS**

Resolution 033 of 2024 adopted by a voice vote: Yes: 24 No: 0 Absent: 1

PS-4 Legislator Greco offered a resolution entitled, **RESOLUTION AUTHORIZING BUDGETARY MODIFICATION TO TRANSFER FUNDS FROM THE COUNTY EQUIPMENT RESERVE FUND TO ESTABLISH CAPITAL PROJECT E0124 FOR THE PURCHASE OF TWO VEHICLES – PROBATION DEPARTMENT**

Resolution 034 of 2024 adopted by a voice vote: Yes: 24 No: 0 Absent: 1

PS-5 Pulled.

HS-1 Legislator Reehil offered a resolution entitled, **RESOLUTION RE-APPOINTING MEMBERTS TO THE COMMUNITY SERVICES BOARD – MENTAL HYGIENE DIVISION**

Resolution 035 of 2024 adopted by a voice vote: Yes: 24 No: 0 Absent: 1

HS-2 Legislator Reehil offered a resolution entitled, **RESOLUTION AUTHORIZING RECLASSIFICATION OF ONE POSITION IN THE MENTAL HYGIENE DIVISION**

Resolution 036 of 2024 adopted by a voice vote: Yes: 24 No: 0 Absent: 1

HS-3 Legislator Reehil offered a resolution entitled, **RESOLUTION AUTHORIZING MENTAL HYGIENE DIVISION SUICIDE PREVENTION COALITION CONTRACTUAL AMENDMENT**

Resolution 037 of 2024 adopted by a voice vote: Yes: 24 No: 0 Absent: 1

HS-4 Legislator Reehil offered a resolution entitled, **RESOLUTION BUDGETARY MODIFICATION DEPARTMENT OF SOCIAL SERVICES TO ACCEPT FEDERAL FUNDS FOR THE TRANSPORTATION INCENTIVE PROGRAM**

Resolution 038 of 2024 adopted by a voice vote: Yes: 22 No: 2 Absent: 1
(Leg. Castiglia and Schadt in opposition)

HS-5 Legislator Reehil offered a resolution entitled, **RESOLUTION APPOINTING A MEMBER TO THE CHILD PROTECTION ADVISORY COUNCIL – DEPARTMENT OF SOCIAL SERVICES**

Resolution 039 of 2024 adopted by a voice vote: Yes: 24 No: 0 Absent: 1

HS-6 Legislator Reehil offered a resolution entitled, **RESOLUTION ESTABLISHING CAPITAL PROJECT NUMBER 0224 FRISBEE GOLF COURSE CAMP ZERBE**

Resolution 040 of 2024 adopted by a voice vote: Yes: 23 No: 1 Absent: 1
(Leg. Castiglia in opposition)

EP-1 Legislator Chesbro offered a resolution entitled, **RESOLUTION AUTHORIZING THE OSWEGO COUNTY OFFICE OF MOBILITY MANAGEMENT TO ACCEPT FUNDING FROM THE ALZHEIMER'S ASSOCIATION (CENTRAL NEW YORK CHAPTER)**

Resolution 041 of 2024 adopted by a voice vote: Yes: 24 No: 0 Absent: 1

EP-2 Legislator Chesbro offered a resolution entitled, **RESOLUTION AWARDING PROFESSIONAL SERVICES CONTRACT – RFP-23-CDTP-005 TRANSIT SOFTWARE**

Resolution 042 of 2024 adopted by a voice vote: Yes: 24 No: 0 Absent: 1

HE-1 Legislator Karasek offered a resolution entitled, **RESOLUTION APPOINTING MEMBERS TO THE OSWEGO COUNTY TRAFFIC SAFETY BOARD**

Resolution 043 of 2024 adopted by a voice vote: Yes: 24 No: 0 Absent: 1

HE-2 Legislator Solowy offered a resolution entitled, **RESOLUTION APPOINTING A LEGISLATIVE MEMBER TO THE OSWEGO COUNTY BOARD OF HEALTH**

Legislator Solowy motioned to amend the resolution to change the term length, multiple seconds.

Motion **passed** by a voice vote: Yes: 23 No: 0 Absent: 1 Abstain: 1

Amended Resolution 044 of 2024 adopted by a voice vote: Yes: 23 No: 0 Absent: 1 Abstain: 1 (Leg. Karasek abstained)

HE-3 Legislator Karasek offered a resolution entitled, **RESOLUTION AUTHORIZING THE RECLASSIFICATION OF ONE POSITION IN THE HEALTH DEPARTMENT**

Resolution 045 of 2024 adopted by a voice vote: Yes: 24 No: 0 Absent: 1

IT-1 Legislator House offered a resolution entitled, **RESOLUTION AUTHORIZING BUDGET MODIFICATION WITH THE HIGHWAY DEPARTMENT TO TRANSFER FUNDS FROM THE INSURANCE RECOVERY FUND INTO HIGHWAY EXPENSE**

Resolution 046 of 2024 adopted by a voice vote: Yes: 24 No: 0 Absent: 1

IT-2 Legislator House offered a resolution entitled, **RESOLUTION AUTHORIZING THE DELETION OF ONE POSITION IN THE HIGHWAY DEPARTMENT**

Resolution 047 of 2024 adopted by a voice vote: Yes: 23 No: 1 Absent: 1 (Leg. Castiglia in opposition)

IT-3 Legislator House offered a resolution entitled, **RESOLUTION AUTHORIZING AND ESTABLISHING AN ADDITIONAL HOURS ACCOUNT LINE FOR THE DEPARTMENT OF HIGHWAY**

Resolution 048 of 2024 adopted by a voice vote: Yes: 23 No: 1 Absent: 1 (Leg. Castiglia in opposition)

IT-4 Legislator House offered a resolution entitled, **RESOLUTION ESTABLISHING CAPITAL PROJECT NO. 0124 – THE DEPARTMENT OF HIGHWAY EQUIPMENT 2024**

Leg. Reehil motioned to amend the resolution to “ RESOLUTION AUTHORIZING BUDGET MODIFICATION – THE DEPARTMENT OF HIGHWAY EQUIPMENT 2024”, Leg. Greco seconds.

Motion **passed** by a voice vote: Yes: 24 No: 0 Absent: 1

Amended Resolution 049 of 2024 adopted by a voice vote: Yes: 24 No: 0 Absent: 1

- IT-5** Legislator House offered a resolution entitled, **RESOLUTION AMENDING RESOLUTION NUMBER 415 DATED DECEMBER 14, 2023, CAPITAL PROJECT NUMBER 0423 TO CAPITAL PROJECT NUMBER E0423**

Resolution 050 of 2024 adopted by a voice vote: Yes: 23 No: 1 Absent: 1
(Leg. Castiglia in opposition)

- IT-6** Legislator House offered a resolution entitled, **RESOLUTION AUTHORIZING BUDGETARY MODIFICATION DEPARMTENT OF SOLID WASTE LANDFILL AND TRANSFER STATIONS – OTHER EQUIPMENT TO ADDITIONAL HOURS ACCOUNT**

Resolution 051 of 2024 adopted by a voice vote: Yes: 23 No: 1 Absent: 1
(Leg. Castiglia in opposition)

- IT-7** Legislator House offered a resolution entitled, **RESOLUTION AUTHORIZING BUDGETARY MODIFICATION – BUILDINGS AND GROUNDS – INCREASING CAPITAL PROJECT NUMBER C0323 – OSWEGO COUNTY FLOORING**

Resolution 052 of 2024 adopted by a voice vote: Yes: 24 No: 0 Absent: 1

- FP-1** Legislator Walpole offered a resolution entitled, **RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT WITH THE OSWEGO COUNTY DEPUTIES' ASSOCIATION**

Resolution 053 of 2024 adopted by a voice vote: Yes: 24 No: 0 Absent: 1

- FP-2** Legislator Walpole offered a resolution entitled, **RESOLUTION ADOPTING AN INVESTMENT POLICY AND DESIGNATING BANKS AS DEPOSITORIES OF COUNTY FUNDS**

Resolution 054 of 2024 adopted by a voice vote: Yes: 24 No: 0 Absent: 1

UNFINISHED BUSINESS

None.

MISCELLANEOUS BUSINESS

None.

Leg. House made a motion to waive the rules for resolutions GC-6 and IT-8, Leg. Twiss seconds.

Motion **passed** by a voice vote: Yes: 24 No: 0 Absent: 1

GC-6 Legislator Holst offered a resolution entitled, **RESOLUTION AWARDING PROFESSIONAL SERVICES CONTRACT – RFP 23-CKLEG-001 – GRANT CONSULTING SERVICE**

Resolution 055 of 2024 adopted by a voice vote: Yes: 24 No: 0 Absent: 1

IT-8 Legislator House offered a resolution entitled, **RESOLUTION AUTHORIZING EASEMENT WITH NIAGARA MOHAWK POWER CORPORATION D/B/A NATIONAL GRID AND VERIZON NEW YORK, INC. CONCERNING THE OSWEGO COUNTY OFFICE COMPLEX – BUNNER STREET**

Resolution 056 of 2024 adopted by a voice vote: Yes: 24 No: 0 Absent: 1

Leg. Kline made a motion to enter Executive Session, multiple seconds.

Vote unanimous, motion carried.

Enter Executive Session at 3:21 p.m.

EXECUTIVE SESSION

To discuss pending Litigation- Attis Ethanol

Out of executive Session at 3:37 p.m.

Chairman Weatherup introduced former Legislator Bradley Trudell as a visitor.

ADJOURNMENT

Legislator Karasek motioned to adjourn, Leg. Reehil seconds.

Vote: Unanimous, motion carried

Legislature adjourned at 3:38 p.m.

PUBLIC COMMENT PERIOD

C. Weisenburger – Spoke about the increasing homeless population in Oswego and the need for emergency shelters.

Betsy Sherman-Saunders
Clerk of the Legislature



OSWEGO COUNTY LEGISLATURE ROLL CALL

Date: 2/15/2024

Subject: Roll Call; Resolution #9C-2 / Attendance _____

Motion By _____ Seconded By _____

☒ Original ☐ Original As Amended

☐ Amendment _____

☐ New Motion _____

District	Legislator	Yes	No	Abstain	Absent
D-1	Michael Yerdon	/			
D-2	Herbert Yerdon	/			
D-3	Edward Gilson	/			
D-4	David Holst	/			
D-5	Roy Reehil	/			
D-6	John Martino	/			
D-7	Frank Bombardo	/			
D-8	Paul House	/			
D-9	James Weatherup	/			
D-10	Mary Ellen Chesbro	/			
D-11	Linda Lockwood	/			
D-12	Richard Kline	/			
D-13	Patrick Twiss	/			
D-14	Stephen Walpole	/			
D-15	Kevin Hill	/			
D-16	James Scanlon				/
D-17	Charles Burger	/			
D-18	Robert Wilmott	/			
D-19	Marie Schadt		/		
D-20	Paul Connolly	/			
D-21	Noelle Salmonsens		/		
D-22	James Karasek		/		
D-23	Michael Solowy	/			
D-24	Marc Greco	/			
D-25	Frank Castiglia		/		
TOTAL		20	4		1

RESOLUTION NO.

March 14, 2024

**A RESOLUTION FIXING TIME AND PLACE FOR PUBLIC HEARING
RELATIVE TO PROPOSED COUNTY OF OSWEGO LOCAL LAW NO. 1 OF THE
YEAR 2024, ENTITLED "A LOCAL LAW CREATING THE DEPARTMENT OF
INFORMATION TECHNOLOGY FOR THE COUNTY OF OSWEGO"**

By Legislator Holst:

UPON the recommendation of the General Government 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 1 of 2024, entitled "A LOCAL LAW
CREATING THE DEPARTMENT OF INFORMATION TECHNOLOGY FOR THE
COUNTY OF OSWEGO" on the 11th day of April, 2024, at 7:00 o'clock, in the evening of
said day at the Oswego County Legislative Chambers, County Office Building, 46 E. Bridge
Street, Oswego, New York 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.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:

**COUNTY OF OSWEGO
LOCAL LAW NUMBER 1 OF 2024
“A LOCAL LAW CREATING THE DEPARTMENT OF INFORMATION TECHNOLOGY
FOR THE COUNTY OF OSWEGO”**

BE IT ENACTED BY THE LEGISLATURE OF THE COUNTY OF OSWEGO, AS FOLLOWS:

SECTION 1: LEGISLATIVE INTENT AND PURPOSE

The County of Oswego owns various public buildings and technology assets throughout the county, operates an E-911 Center and interoperable radio system as well as its own computer networks. Improvements to the county's systems and networks often involve all or multiple departments and interconnected systems, requiring coordination of vendors, county information technology resources, as well as adherence to organization-wide policies and procedures. This body hereby finds and determines that a single department tasked with general oversight of all technology assets owned, leased or utilized by the County of Oswego will promote governmental efficiency, optimize cybersecurity protection and result in cost savings to the county. The purpose of this enactment is to statutorily consolidate the various information technology related functions and duties heretofore performed by various departments of the County of Oswego a single county department except where otherwise required by law or state/federal regulation. The county changed the name of the Data Processing Department to the Department of Central Services by Resolution Number 265 of 1977. As technology and information needs are constantly evolving, as are heightened network and data security requirements, this body finds that a new department with increased powers and duties will best serve the County of Oswego and its residents in the information and technology arena.

**SECTION 2: DEPARTMENT OF INFORMATION TECHNOLOGY CREATED;
DEPARTMENT OF CENTRAL SERVICES ABOLISHED**

Pursuant to the applicable provisions of the Municipal Home Rule Law, the Oswego County Department of Information Technology is hereby created. The Department of Information Technology shall be responsible for the oversight and operation of the County of Oswego's computer network, systems, hardware and software utilized by the county and its departments and other responsibilities as set forth herein. Upon passage of this enactment creating the Department of Technology, all functions, personnel, duties, agreements and assets of the Department of Central Services be, and are hereby, transferred to the Department of Technology to be supervised by the Director of Information Technology as provided for herein. The Department of Central Services is hereby abolished upon the creation of the Department of Information Technology. To the extent that state or federal regulations require oversight by the state or federal government, the Department of Information Technology shall assist county departments in the implementation and maintenance of those systems only where requested or required (e.g. DMV, NCIC, NYSPIN, e-Justice, CJS and NYSBOE Cyber-Regulation).

SECTION 3. DIRECTOR OF THE DEPARTMENT OF INFORMATION TECHNOLOGY

- A. The Department of Information Technology shall be under the supervision and direction of a Director of Information Technology who shall be appointed by the Oswego County Legislature for a fixed, two-year term to run with the term of the county legislature. The Director of Information Technology shall be responsible for the continuation and performance of all duties and functions heretofore assigned to, and performed by, the Director of Central Services in addition to those duties as enumerated in this Local Law. The Director shall report to the County Administrator as to the day-to-day operations of the department as provided for by Local Law number 6 of 1996, as amended.
- B. The salary of the Director of Information Technology shall be fixed by the Oswego County Legislature in accordance with the Management Compensation Plan. In addition, the Director of Information Technology shall be reimbursed actual and necessary expenses incurred in the performance of his or her official duties, upon the audit of same in the manner provided for by law and county policies.
- C. A vacancy in the position of Director of Information Technology shall be filled by the Oswego County Legislature for the unexpired term as prescribed by law. The position of Director of Information Technology shall be an unclassified position, as defined by the Civil Service Law of the State of New York with a term of office to run concurrently with that of the Oswego County Legislature. The Director of Information Technology shall holdover in office upon expiration of term with full authority to act until a successor is qualified and appointed.

SECTION 3 GENERAL POWERS AND DUTIES

The Director of Information Technology shall supervise and assign professional, technical, and clerical personnel within the Department of Information Technology and shall be responsible for the day-to-day management and operation of the Department of Information Technology in accordance with sound management principles, the County Legislature's policies, and Civil Service law, and shall have the powers and duties necessary to carry out the functions of the office as set forth herein and such other responsibilities as may from time to time be imposed by resolution of the County Legislature. The Director of Information Technology's general powers and duties shall include, but not be limited to:

- A. Developing, managing, and submitting a departmental budget for approval by the County Administrator and County Legislature;
- B. Appointing, hiring, laying-off, suspending, disciplining and/or removing any person employed in the Department of Information Technology in accordance with Civil Service Law and/or collective bargaining unit agreements;
- C. Establishing and overseeing departmental policies and county computer use policies;
- D. Preparing statistical and other reports as required by the County Administrator or the County Legislature and any other appropriate entity;
- E. Assigning professional, technical and/or clerical personnel to assist in the department in its operations;

- F. Applying for, managing and administering state and federal grant funds pertaining to the Department of Information Technology;
- G. Reviewing and approving for purchase software and/or hardware solutions, including information technology consulting engagements, whether on premise or cloud-based, originating with and proposed by all other departments, supported by the Department of Information Technology and over which administrative authority of technology systems is established by this local law.
- H. With the consent of the County Legislature and Civil Service Officer, approving the establishment of positions with secondary technology support duties, in any other county department, and upon approval to have co-supervisory authority over such positions, including receiving periodic updates and final say on scope of duties, system access level and scope, and other technology-related duties, as determined by the Director of Information Technology.
- I. Preparing a proposed county-wide budget regarding all computer hardware costs, utility costs, maintenance and repair, network costs, software licenses and county telephones on an annual basis.
- J. Monitoring the need for improvement, maintenance, and repair of county technological assets and to report as needed to the appropriate committee of the County Legislature.
- K. Directing county computer equipment maintenance and repair programs for the county;
- L. Ensuring compliance with policies as established by the County Legislature, county administrative policies and New York State laws and regulations regarding county computer networks and other technology-related assets.
- M. Developing, delegating and/or approving the preparation of specifications of and the purchase of equipment, software, hardware, software licenses and materials consistent with county departmental needs, NYS General Municipal Law and the county's Procurement Policy.
- N. Assisting in the development and preparation of specifications for the solicitation of competitive bids or requests for proposals concerning the Department;
- O. To the extent allowed by law, preparing required reports and county departmental records and to maintain same in accordance with county policies;
- P. Planning and supervision, as necessary, of the county's computer network, software, telephone/VOIP, servers, and equipment whether by county employees or contractors and cooperate with consultants or state and federal support teams concerning same.
- Q. Planning and supervise the maintenance and repair of existing computer networks, phone systems and other technology-related assets on a day-to-day basis;
- R. Promulgating IT policies and procedures in accordance with best practices and consistent with county operations with the assistance of the County Administrator and/or County Attorney's Office as may be necessary in the following areas: breach notification procedures (NYS Technology Law); HIPAA, HIPAA HITECH protocols; overseeing and implementing data security, training and awareness for county officers and employees either independently and/or in conjunction with the Department of Human Resources or third parties; maintaining computer hardware, software and data inventories; reviewing and implementing contracts for IT services and service level agreements for county departments and offices; addressing and implementing malware protection; addressing and implementing patch management; implementing suitable access controls; overseeing online banking protocols in consultation with the County

- Treasurer to include credit card terminals; maintaining and designing the county's wireless network, firewalls and intrusion detection software; developing and reviewing internet, e-mail and computer use; password security; mobile devices and wireless security policies; implementing physical controls for the county's network; performing information technology contingency planning; performing an annual security self assessment of the county's networks; and recommending a baseline IT Security fundamentals and governance for county departments and employees;
- S. To appoint a Deputy Director to serve at the pleasure of the Director if and when said position is created by the County Legislature; and
- T. Such other and further powers and duties as required by law or as required by the County Legislature.

SECTION 4 LIMITATION OF POWERS; TERM

Nothing contained herein shall be construed to give the Department of Information Technology authority over the operation of any existing departments, officers, and functions of the County, other than those offices, officers and functions specifically enumerated herein. Nor shall the Department of Information Technology have any authority over programs maintained by public or private agencies not under the jurisdiction of the County of Oswego. The final determination as to the establishment or manner of operation of the Department of Information Technology operations, the funding thereof and the extent of county participation, if any, in each matter shall be made by the Oswego County Legislature with the advice of the County Administrator.

SECTION 5. SEVERABILITY

If any part of this Local Law or the application thereof to any person or circumstance should be adjudged to be invalid by any Court of competent jurisdiction, such judgment shall be confined in its operation to the application, part or provision of this Local Law directly involved in the controversy in which such judgment shall have been rendered and shall not affect or impair the validity of the rest and remainder of this Local Law or the application thereof to other persons or circumstances and the Oswego County Legislature hereby declares that it would have passed this Local Law or the remainder of it had such invalid application or provision been apparent.

SECTION 7: SEQRA DETERMINATION

The County Legislature, being the State Environmental Quality Review Act (SEQRA) lead agency, hereby finds and determines that this local law constitutes a Type II action pursuant to Section 617.5(c)(26) and/or (33) 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 constituting routine or continuing agency administration and management, not including new programs or major reordering of priorities that may affect the environment and adoption of regulations, policies, procedures and local legislative decisions in connection with any action under 617.5. 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.

SECTION 8: EFFECTIVE DATE

This Local Law shall take effect upon its adoption and being duly filed with the New York Secretary of State and Oswego County Clerk as provided by the Municipal Home Rule Law.

RESOLUTION NO.

March 14, 2024

**A RESOLUTION REQUESTING THE APPROVAL OF THE COMMISSIONER OF
THE NEW YORK STATE DEPARTMENT OF TAXATION AND FINANCE
REGARDING ADDITIONAL MORTGAGE TAX MONIES TO BE RETAINED BY
THE COUNTY UNDER TAX LAW §262**

By Legislator David Holst:

WHEREAS, New York Tax Law §262 provides that the Oswego County Clerk shall be entitled to receive all of their necessary expenses for the purposes of Article 11 of the Tax Law relative to mortgage tax collection and administration expressly subject to the approval of the Commissioner of the New York State Department of Taxation and Finance; and

WHEREAS, the necessary expenses of the county have increased since they were last approved by the Commissioner of the New York State Department of Taxation and Finance; and

WHEREAS, it is both necessary and appropriate to forward a resolution to the Commissioner of the New York State Department of Taxation and Finance asking that the county's mortgage tax retention under Tax Law §262 be increased to offset the county's increased expenses in this regard; and

WHEREAS, if approved, the increased retention will result in approximately \$54,000 in additional revenues to the county to offset its actual and necessary expenses relative to mortgage tax collection and administration as are more particularly shown on the annexed schedule; and

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

RESOLVED, that the County of Oswego hereby respectfully requests that the Honorable Amanda Hiller, Acting Commissioner of the New York State Department of Taxation and Finance approve the additional mortgage tax retention by the county as is shown on the annexed schedule; and it is further

RESOLVED, that the Clerk of the Legislature shall prepare a certified copy of this resolution to be forwarded with the annexed schedule to the Commissioner of the New York State Department of Taxation and Finance by the County Clerk.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:



OSWEGO COUNTY CLERK'S OFFICE
46 EAST BRIDGE STREET, OSWEGO, NEW YORK 13126
Phone 315-349-8621 315-349-8383 (Fax)

MATHEW F BACON
DEPUTY CLERK

TERRY M. WILBUR
OSWEGO COUNTY CLERK
CLERK OF SUPREME
AND COUNTY COURTS

NANCY L. BELCHER
DEPUTY CLERK OF
OPERATIONS

DIANE PAROW
DEPUTY CLERK OF MOTOR
VEHICLES
DMV OFFICES
OSWEGO/FULTON/PULASKI

INFORMATIONAL MEMORANDUM
February 21, 2024

Subject: Increase Mortgage Tax Allowance for necessary and reasonable expenses in County Clerk's Office

Purpose: To recommend that the Oswego County Legislature approve a Resolution to increase the County Clerk's monthly mortgage tax expense from \$18,000 to \$22,500.

Summary: Section 262 of the New York State Tax Law authorizes the County Clerk to be reimbursed for all necessary and reasonable expenses in administering and collecting Mortgage Tax pursuant to Article 11 of the Tax Law. Pursuant to Resolution No. 202 on November 13, 2014, the Oswego County Legislature authorized the Oswego County Clerk (with the approval of the Commissioner of Taxation and Finance) to retain \$18,000 per month effective April 1, 2024. A current analysis of all costs associated with Mortgage Tax collection and disbursement has been computed. The cost for these services has increased since the last approval and the retention cost has increased to \$22,500. This amount is deducted from mortgage tax collected each month and does not increase fees in any way. We haven't requested an increase in 10 years.

Recommended

Action: The Government, Courts and Consumer Affairs Committee with the approval of the Finance and Personnel Committee approve a Resolution to increase the County Clerk's monthly mortgage tax expense to \$22,500 and that the Commissioner of Taxation and Finance of New York State be petitioned to approve this reasonable and necessary increase.

MORTGAGE TAX RETENTION JUSTIFICATION - 2024

NEEDS RESOLUTION AND APPROVAL FROM NYS COMM. OF TAX & FINANCE

1 FRONT COUNTER: verify & collect mortgage tax; verify affidavits

2024	100% Salary	100% Fringe	Percentage	Total Salary	Total Fringe	TOTAL
Index Clerk	\$34,021	\$22,127	15%	\$5,103.15	\$3,319.09	
Index Clerk	\$35,030	\$22,784	40%	\$14,012.00	\$9,113.40	
Sr. Index Clerk	\$35,690	\$23,213	35%	\$12,491.50	\$8,124.47	
Deputy Clerk	\$57,689	\$37,521	30%	\$17,306.70	\$11,256.28	
Deputy Clerk	\$69,397	\$45,136	15%	\$10,409.55	\$6,770.37	
Subtotals				\$59,322.90	\$38,583.61	\$97,906.51

2 LARGE RECORD ROOM: Data on computer; proofing of information; daily report w/Deputy or Sr. Acc't Clk. Oversight

2024	100% Salary	100% Fringe	Percentage	Total Salary	Total Fringe	TOTAL
Index Clerk	\$35,030	\$22,784	20%	\$7,006	\$4,556.70	
Index Clerk	\$35,690	\$23,213	20%	\$7,138	\$4,642.56	
Index Clerk	\$33,627	\$21,871	20%	\$6,725	\$4,374.20	
Deputy Clerk	\$57,689	\$37,521	15%	\$8,653	\$5,628.14	
Sr. Acc't Clerk	\$35,571	\$23,135	10%	\$3,557	\$2,313.54	
Subtotals				\$33,080	\$21,515.13	\$54,595

3 AUDIT: Prepare depositis; monthly reports; statement of facts; apportionments; case numbers; semi-annual report; prepare vouchers

	100% Salary	100% Fringe	Percentage	Total Salary	Total Fringe	TOTAL
Deputy Clerk	\$69,397	\$45,136	20%	\$13,879.40	\$9,027.16	
Deputy Clerk	\$57,689	\$37,521	20%	\$11,538	\$7,504	
Sr. Acc't Clerk	\$35,571	\$23,135	35%	\$7,114	\$4,627	
Subtotals				\$32,531	\$21,158	\$53,690

4 COUNTY CLERK: approve vouchers

	100% Salary	100% Fringe	Percentage	Total Salary	Total Fringe	TOTAL
County Clerk	\$97,399	\$63,348	10%	\$9,740	\$6,335	\$16,075

5 TREASURER'S OFFICE: Prepare figures for semi-annual report

	100% Salary	100% Fringe	Percentage	Total Salary	Total Fringe	TOTAL
Deputy Treasurer	\$67,956	\$44,199	15%	\$10,193	\$6,630	\$16,823

6 COMPUTER COSTS

						TOTAL
	2792 Instruments @ 6.78 =	\$18,929				\$18,929

7 Overhead Cost (floor space, lights, heat, air conditioning)

						TOTAL
						\$8,000

8 Other misc. items: phones; office supplies; toners;

						TOTAL
	copy paper; maintenance					\$4,381

TOTAL YEARLY EXPENSES.....

\$270,399.24

MONTHLY EXPENSE REQUESTED =

\$22,500

CURRENT MONTHLY EXPENSES =

\$18,000

INCREASE

\$4,500

MONTHLY INCREASE = \$4,500

YEARLY INCREASE = \$54,000

(Figures based on 2013 mortgages) (Increase would begin at start of State Fiscal year April 1, 2015)

RESOLUTION NO.

March 14, 2024

**RESOLUTION APPOINTING ACTING 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 vacant, and the department's Supporting Attorney, Rachael Ann Dator, Esq., is experienced in all aspects of the position; and

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

RESOLVED, that Rachael Ann Dator, Esq. of the City of Oswego be and is hereby appointed as Acting 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, until a successor is appointed.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:

RESOLUTION NO.

March 14, 2024

**A RESOLUTION APPOINTING A CERTAIN INDIVIDUALS TO THE OSWEGO
COUNTY INDUSTRIAL DEVELOPMENT AGENCY**

By Legislator David Holst:

WHEREAS, the County of Oswego Industrial Development Agency was formed in 1973 under New York State General Municipal Law §911-b; and

WHEREAS, the Oswego County Legislature as appointing authority is required to appoint individuals as members of the agency pursuant to New York State General Municipal Law §856; and

WHEREAS, a resolution is both necessary and desirable,

NOW, THEREFORE BE IT RESOLVED, the following are hereby appointed as members of the County of Oswego Industrial Development Agency Board under New York State General Municipal Law §856

Mary Ellen Chesbro
Nick Canale, Jr.
Patrick Carrol
Marc Greco
Tricia Peter Clark
Tim Stahl
Garry Stanard

and, it is further

RESOLVED, that, as said individuals serve at the pleasure of the Oswego County Legislature under GML§856(2) said appointments shall run until their successors are appointed and qualified.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:

RESOLUTION NO.

March 14, 2024

**RESOLUTION AUTHORIZING BUDGETARY MODIFICATION SHERIFF'S
OFFICE TRANSFER FROM INSURANCE RECOVERY (TREASURER'S OFFICE)
TO AUTOMOTIVE SUPPLIES AND REPAIR (ROAD DIVISION)**

By Legislator Marc Greco:

WHEREAS, upon recommendation of the Public Safety Committee of this body,
with the approval of the Finance and 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.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:



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

OSWEGO COUNTY SHERIFF'S OFFICE

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: February 20, 2024

SUBJECT: Vehicle repair from the Insurance Recovery Fund

SUMMARY: A request is being made to transfer funds from the Insurance Recovery Fund (A1325.426800) in the amount of \$ 3,166.52 into Automotive Supplies and Repair (A3110.544100) to repair one 2021 Dodge truck that collided with a deer.

Attached is a copy of the claim check sent from New York Mutual Insurance Reciprocal.

RECOMMENDED ACTION: The Sheriff's Office respectfully requests your review and approval of this request.

4111 2006
w/ deer

NEW YORK MUNICIPAL INSURANCE RECIPROCAL

DATE ISSUED 12/18/23

CHECK NO. 0000135266

Description	Check Amount
Claim No: OSWEG-2023-039-001, Commercial Automobile Comprehensive/Glass, Invoice No: First and Final - Claimant: Oswego County DOL: 11/29/2023, 2021 DODGE VIN#2469 LESS 500 DED	\$3,166.52
CHECK TOTAL	\$3,166.52

THIS CHECK IS VOID WITHOUT A BLUE & GREEN BACKGROUND AND A WATERMARK PATTERN ON THE BACK - HOLD AT ANGLE TO VIEW

NEW YORK MUNICIPAL INSURANCE RECIPROCAL

11-99 WASHINGTON AVENUE
ALBANY, NY 12210

KEY BANK OF NEW YORK
89 WASHINGTON AVENUE, ALBANY, NY 12210
TWIN TOWERS OFFICE

CHECK NO. 0000135266

287 213	DATE 12/18/23
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PAY: Three thousand one hundred sixty six and 52/100 Dollars

TO THE ORDER OF OSWEGO COUNTY

CHECK AMOUNT \$*****3,166.52

MAILED TO OSWEGO COUNTY
46 EAST BRIDGE STREET
OSWEGO, NY 13126

[Signature]

12/18/23

⑈0000135266⑈ ⑆021300077⑆ 325680004174⑈

**COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST**

[illegible][illegible]

***If Personnel Services are impacted**

RESOLUTION NO.

March 14, 2024

**RESOLUTION AUTHORIZING THE APPROVAL OF OSWEGO COUNTY'S 2024
STOP-DWI PLAN AND THE CHAIRMAN OF THE LEGISLATURE BE
AUTHORIZED TO EXECUTE ANY RELATED DOCUMENTS**

By Legislator Grego:

WHEREAS, the County of Oswego operates a STOP-DWI Program in cooperation with the New York State Department of Motor Vehicles; and

WHEREAS, a STOP-DWI budget plan must be submitted to the NYS Governor's Traffic Safety Committee; and

WHEREAS, the attached 2024 STOP-DWI plan was approved by the NYS Governor's Traffic Safety Committee on 2/14/24; and

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

RESOLVED, that attached 2024 STOP-DWI plan be approved by the Oswego County Legislature and the Chairman of the Legislature be authorized to execute any related documents.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:

**OSWEGO COUNTY
PROBATION DEPARTMENT**

Public Safety Center
39 Churchill Road
Oswego, New York 13126
Phone: (315) 349-3477

DIRECTOR
David L. Hall

SUPERVISORS
Margaret A. Fitzgibbons
Shannon M. Perkins
Karen J. Smith
Chrystal L. Thompson

INFORMATIONAL MEMORADUM

TO: Oswego County Legislature
Public Safety Committee
Finance & Personnel Committee

FROM: David L. Hall
Probation Director/STOP-DWI Coordinator

DATE: March 4, 2024

SUBJECT: STOP-DWI Plan

SUMMARY: Counties that operate a STOP-DWI Program must submit a STOP-DWI Plan to the NYS Department of Motor Vehicles Governor's Traffic Safety Committee for approval. This Plan outlines revenue and expenditures for the six STOP-DWI components. The majority of Oswego County's 2024 Plan covers personnel costs for probation staff to operate the program and provide probation services for individuals convicted of impaired driving.

The 2024 STOP-DWI Plan was recently approved by the Governor's Traffic Safety Committee.

RECOMMENDED

ACTION: It is recommended that the Public Safety Committee and Oswego County Legislature approve the attached 2024 STOP-DWI Plan and authorize the Chairman of the Legislature to execute any documents related to same.

Oswego County STOP DWI

Submitted by:

Name: David Hall

Title: STOP-DWI Coordinator

Agency: Oswego County Probation

Phone Number: 315-326-6203

Email: david.hall@oswegocounty.com



Component Totals

Component	Grand Total
Law Enforcement	\$9,900.00
Court Related/Prosecution	\$21,642.00
Probation	\$141,815.00
Rehabilitation	\$0.00
Public Information/Education	\$12,031.00
Administration	\$12,570.00

Total STOP-DWI Budget: \$197,958.00

Estimated fine revenue for 2024: \$182,800.00

Other source(s) of revenue: \$3,600.00

Total Estimated Revenues: \$186,400.00

Rollover/Funds balance: \$0.00

(Not planning to use rollover)

Other source(s) of revenue:

The Oswego County Victim Panel attendance fees: expected 2024 revenue of \$3,600.

Additional Comments:

Oswego County STOP-DWI expenses exceed projected revenues for 2024. If actual expenses exceed actual revenue for the year, these expenses are covered by the county general fund to balance the budget.

Law Enforcement Component Summary

Personal Services

Funded Positions

Title	Agency	Funding Type	Total
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Total Funded Positions: \$0.00

Law Enforcement Component Activity (Overtime/Equipment) Budget

Jurisdiction	Agency	DWI Patrol/Overtime	OTPS/Equipment
County	Oswego County Sheriff's Department	\$1,800.00	\$0.00
City	Oswego City Police Department	\$1,800.00	\$0.00
City	Fulton City Police Department	\$1,800.00	\$0.00
Village	Phoenix Village Police Department	\$400.00	\$0.00
Village	Pulaski Village Police Department	\$400.00	\$0.00

Overtime: \$6,200.00

Equipment: \$0.00

Overtime funding: \$6,200.00

Fringes: \$0.00

Total Personal Services: \$6,200.00

Other Than Personal Services

Vehicle Description	Agency	Vehicle Funding
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Vehicle Total: \$0.00

Vehicle Maintenance Description	Agency	Maintenance Funding
---------------------------------	--------	---------------------

Vehicle Maintenance Total: \$0.00

Equipment Description	Agency	Equipment Funding
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Equipment Total: \$0.00

Supply Description	Supply Funding
Blood collection kits for local law enforcement agencies to utilize when conducting VTL 1192 offense investigations.	\$1,700.00

Supply Description	Supply Funding
Supply Total: \$1,700.00	

Training/Travel Description	Training/Travel Funding
Funding for 2 Oswego County Sheriff Deputies to attend a crash reconstruction training in 2024.	\$2,000.00
Training/Travel Total: \$2,000.00	

Contractual Service Description	Contractual Service Funding
Contractual Service Total: \$0.00	

Other Item Description	Other Funding
Other Item Total: \$0.00	

Activities to be funded in this area

The enforcement area of the Oswego County STOP DWI Program has been greatly strained of recent due to a drastic reduction in the number of arrests and changes in various state laws. Cooperation levels with County and other local agencies improved with the implementation of multi-agency High Visibility Checkpoints. Discussions and review of the situation with local law enforcement officials indicates a drastic increase in Penal Law investigations and arrests, thus less time spent on Vehicle and Traffic Law enforcement.

The Oswego County STOP-DWI Plan is written with minimal funds allocated for police agencies. Our budget is based on austerity to being responsive in the required components of a balanced program.

Total Other Than Personal Services: \$3,700.00

Law Enforcement Component Grand Total: \$9,900.00

Court Related/Prosecution Component Summary

Personal Services

Funded Positions

Title	Agency	Funding Type	Total
Typist	Oswego County District Attorney's Office	Fully	\$17,722.00

Total Funded Positions: \$17,722.00

Overtime funding: \$0.00

Fringes: \$3,720.00

Total Personal Services: \$21,442.00

Other Than Personal Services

Equipment Description	Equipment Funding
Equipment Total: \$0.00	

Supply Description	Supply Funding
General office supplies for the position to conduct day to day operations.	\$200.00
Supply Total: \$200.00	

Training/Travel Description	Training/Travel Funding
Training/Travel Total: \$0.00	

Contractual Service Description	Contractual Service Funding
Contractual Service Total: \$0.00	

Other Item Description	Other Funding
Other Item Total: \$0.00	

Court Fee Description	Court Fee Funding
Court Fee Total: \$0.00	

Activities to be funded in this area

The position being funded processes the VTL 1192 cases submitted to the District Attorney's Office for prosecution. It is a part-time position and 100% of the individual's time is spent on DWI related duties.

Total Other Than Personal Services: \$200.00

Court Related/Prosecution Component Grand Total: \$21,642.00

Probation Component Summary

Personal Services

Funded Positions

Title	Agency	Funding Type	Total
Sr. Probation Officer	Oswego County Probation Department	Partially	\$46,767.00
Probation Officer	Oswego County Probation Department	Partially	\$41,981.00

Total Funded Positions: \$88,748.00

Overtime funding: \$0.00

Fringes: \$49,699.00

Total Personal Services: \$138,447.00

Other Than Personal Services

Equipment Description	Equipment Funding
Two alco-sensors for use by probation staff to test probationers for use of alcohol. Knowing if they are using alcohol is important to ensure compliance with Order and Conditions of Probation, in addition to addressing treatment needs and reducing recidivism.	\$718.00

Equipment Total: \$718.00

Supply Description	Supply Funding
General office supplies for probation officers supervising and conducting investigations on VTL 1192 cases.	\$200.00
Probation Officers use EtG urine alcohol testing kits to detect alcohol consumption over a longer time than alco-sensors. This enables officers to be aware of probationers use of alcohol to know if they are in violation of their Order and Conditions of Probation, as well as to better work with treatment providers in adjusting treatment plans.	\$2,000.00

Supply Total: \$2,200.00

Training/Travel Description	Training/Travel Funding
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Training/Travel Total: \$0.00

Contractual Service Description	Contractual Service Funding
Contractual Service Total: \$0.00	

Other Item Description	Other Funding
Other Item Total: \$0.00	

Victim Impact Panel Description	Victim Impact Panel Funding
The speaker who present at the Victim Impact Panel do not receive compensation for their time. Funding is being included to at least reimburse them for mileage to attend the VIP.	\$450.00
Victim Impact Panel Total: \$450.00	

Activities to be funded in this area
The Probation Department has several probation officers dedicated to supervising offenders and conducting Pre-Plea/Pre-sentence investigations on offenders convicted of VTL 1192 related offenses. The department has one Senior Probation Officer who monitors that the other officers complete the required registration checks and that offenders are complying with Ignition Interlock requirements. The probation officers working with these offenders have specific expertise regarding substance abuse treatment issues, etc., in order to reduce recidivism in this population.

Total Other Than Personal Services: \$3,368.00

Probation Component Grand Total: \$141,815.00

Rehabilitation Component Summary

Personal Services

Funded Positions

Title	Agency	Funding Type	Total
-------	--------	--------------	-------

Total Funded Positions: \$0.00

Overtime funding: \$0.00

Fringes: \$0.00

Total Personal Services: \$0.00

Other Than Personal Services

Equipment Description	Equipment Funding
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Equipment Total: \$0.00

Supply Description	Supply Funding
--------------------	----------------

Supply Total: \$0.00

Training/Travel Description	Training/Travel Funding
-----------------------------	-------------------------

Training/Travel Total: \$0.00

Contractual Service Description	Contractual Service Funding
---------------------------------	-----------------------------

Contractual Service Total: \$0.00

Other Item Description	Other Funding
------------------------	---------------

Other Item Total: \$0.00

Activities to be funded in this area

You have reported no activity for this component.

Total Other Than Personal Services: \$0.00

Rehabilitation Component Grand Total: \$0.00

Public Information/Education Component Summary

Personal Services

Funded Positions

Title	Agency	Funding Type	Total
Program Educator (Senior Probation Officer)	Oswego County Probation Department	Partially	\$4,260.00

Total Funded Positions: \$4,260.00

Overtime funding: \$0.00

Fringes: \$971.00

Total Personal Services: \$5,231.00

Other Than Personal Services

Equipment Description	Equipment Funding
-----------------------	-------------------

Equipment Total: \$0.00

Supply Description	Supply Funding
Supplies such as printed brochures and other materials are needed when attending community events and conducting "MOCK DWI" crashes for local schools.	\$500.00

Supply Total: \$500.00

Training/Travel Description	Training/Travel Funding
Travel costs (mileage, etc.) for staff attending community events, including presenting at driver's education and health classes in local schools.	\$300.00

Training/Travel Total: \$300.00

Contractual Service Description	Contractual Service Funding
---------------------------------	-----------------------------

Contractual Service Total: \$0.00

Other Item Description	Other Funding
<p>STOP-DWI and a coalition of area Public Safety agencies have presented "MOCK DWI" crash scenarios at local High Schools. Law enforcement plays an important role in this message during the 'crash' investigation, death notification, and court arraignment portions. Police presence was inconsistent due to officers leaving for real emergencies. STOP-DWI provides funding for agencies' police overtime to provide one officer guaranteed. Most provide several others, but they may get called away. The STOP-DWI Plan includes \$1,000 toward police overtime for Public Information and Education.</p>	\$1,000.00
<p>Because the STOP-DWI Coordinator position for Oswego County has been modified to generally manage/administer the program, most of the public information/education component is being conducted by other Probation/STOP-DWI staff. Therefore, funding is being requested to support additional hours pay for staff to attend events, etc.</p>	\$5,000.00

Other Item Total: \$6,000.00

Activities to be funded in this area

The Program Educator is responsible for attending community events and presenting at health classes and driver's education classes (targeting mostly juniors and seniors) at local schools. This position is also responsible for dissemination of public information about the STOP-DWI program and posting on social media. While this individual will be attending many events, other staff sometimes assist with these duties.

Community events include the following:

*MOCK DWI: Since the spring of 2006, STOP-DWI and a coalition of area Public Safety agencies have presented "MOCK DWI" crash scenarios at local High Schools. This presentation as developed not only contains the "Crash" but includes Rescue, Police field sobriety testing and arrest, County Coroner's Office, Crash Reconstruction, Death Notification, Defendant Arraignment and lastly the Funeral itself. Due to just coming out of the pandemic, only 2 schools held the events. However, based on past schedules of the 9 school districts in Oswego County, it is anticipated that in 2024 at least 5 schools will be requesting assistance at the events.

*Health and Wellness Events: Several local schools request STOP-DWI representation at Health and Wellness Fairs held at various grade levels. The local college, SUNY Oswego, also holds these types of events which STOP-DWI staff attend.

*Other Local Events: Includes attendance at a local speedway (in conjunction with State STOP-DWI) and the Oswego County Fair.

Total Other Than Personal Services: \$6,800.00

Public Information/Education Component Grand Total: \$12,031.00

Administration Component Summary

Personal Services

Funded Positions

Title	Agency	Funding Type	Total
STOP-DWI Coordinator (Probation Director)	Oswego County Probation Department	Partially	\$7,387.00

Total Funded Positions: \$7,387.00

Overtime funding: \$0.00

Fringes: \$1,683.00

Total Personal Services: \$9,070.00

Other Than Personal Services

Equipment Description	Agency	Equipment Funding
-----------------------	--------	-------------------

Equipment Total: \$0.00

Supply Description	Supply Funding
This includes membership dues and general overhead such as postage and necessary printed materials.	\$1,500.00

Supply Total: \$1,500.00

Training/Travel Description	Training/Travel Funding
Mileage for coordinator to attend community events, and mileage/travel expenses to attend NYS Highway Safety Symposium and mid-year meetings.	\$2,000.00

Training/Travel Total: \$2,000.00

Contractual Service Description	Contractual Service Funding
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Contractual Service Total: \$0.00

Other Item Description	Other Funding
------------------------	---------------

Other Item Total: \$0.00

Recognition Awards/Events Description	Recognition Funding
---------------------------------------	---------------------

Recognition Total: \$0.00

Activities to be funded in this area

The Probation Director is also the STOP-DWI Coordinator. The amounts listed under personal services is for the additional duties of the Director, which include:

- Developing an annual plan and budget to present to the County Executive and County Legislature for approval and submission to GTSC.
 - Fiscal oversight
 - The monitoring of DWI fine collection and quarterly reporting to the County Finance Office and GTSC.
 - Ensuring program compliance and reporting accountability.
 - Program development in cooperation with law enforcement, probation, courts, and educators, and community-based organizations.
 - The distribution and administering of funding to Police Agencies through enforcement period contracts.
 - Oversight of the Victim Impact Panel, which is held bi-monthly.
 - Ensuring all supplies for all program components are ordered.
-

Total Other Than Personal Services: \$3,500.00

Administration Component Grand Total: \$12,570.00

KATHY HOCHUL
Governor



Department of Motor Vehicles

JUSTIN O'CONNOR
Director
(518) 474-0972
Fax: (518) 473-6946

GOVERNOR'S TRAFFIC SAFETY COMMITTEE
6 EMPIRE STATE PLAZA • ALBANY, NY 12228

February 14, 2024

David Hall
Coordinator
Oswego County STOP DWI Program
39 Churchill Road
Oswego, NY 13126

Dear Mr. Hall:

We are approving your 2024 STOP DWI Plan as submitted. Thank you for your dedication and continued work to address the problem of impaired driving.

We recognize that county governments continue to experience the same fiscal constraints as the rest of the state. In these difficult times, we have a duty to ensure that program spending is constrained to activities that prevent impaired driving, including the enforcement of impaired driving laws, and is not used to supplant local expenses. If you plan to modify this approved STOP DWI budget plan, you must notify the GTSC (Governor's Traffic Safety Committee) before incurring any costs.

If you have any questions about your plan or the program in general, please contact Dylan Keenan at the GTSC at STOP.DWI.PROGRAM@dmv.ny.gov or (518) 486-6615.

Sincerely,

A handwritten signature in black ink, appearing to read "Justin O'Connor".

Justin O'Connor
Director

JO'C/RB/JK/DK/mr

cc:

RESOLUTION NO.

March 14, 2024

**A RESOLUTION FIXING TIME AND PLACE FOR PUBLIC HEARING
RELATIVE TO PROPOSED COUNTY OF OSWEGO LOCAL LAW NO. 2 OF THE
YEAR 2024 AUTHORIZING ADMINISTRATIVE DWI SUPERVISION FEES
PURSUANT TO NEW YORK STATE EXECUTIVE LAW §257-c**

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 2 of 2024 AUTHORIZING ADMINISTRATIVE DWI SUPERVISION FEES PURSUANT TO NEW YORK STATE EXECUTIVE LAW §257-c on the 11th day of APRIL, at 7:00 o'clock, in the evening 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.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:

**COUNTY OF OSWEGO
LOCAL LAW 2 OF 2024
AUTHORIZING ADMINISTRATIVE DWI SUPERVISION FEES AS
PURSUANT TO NEW YORK STATE EXECUTIVE LAW §257-c**

BE IT ENACTED BY THE COUNTY LEGISLATURE OF THE COUNTY OF OSWEGO LEGISLATURE AS FOLLOWS:

Section 1. TITLE

This local law shall be known as the "DWI Supervision Fee Local Law."

Section 2. LEGISLATIVE INTENT

Pursuant to New York State Executive Law §257-c the County of Oswego has the power to collect a probation administrative fee from those individuals currently serving probation or who shall be sentenced to a period of probation upon conviction of any crime under Article 31 of the Vehicle and Traffic Law in relation to alcohol and drug-related motor vehicle matters to reimburse the costs of probation supervision provided by the Oswego County Department of Probation. The Oswego County Legislature finds it to be in the best interests of the County of Oswego to permit the Probation Department to collect such fees.

Section 3. ADMINISTRATIVE FEES

- A. An individual currently serving probation, including interim probation, or who shall be sentenced to a term of probation upon conviction of a crime under Article 31 of the Vehicle and Traffic Law shall pay to the Oswego County Probation Department an administrative fee of thirty dollars (\$30.00) per month.
- B. The Department of Probation, with the express approval of the Director of Probation, shall waive all or a portion of such fee where because of the indigence of the probationer, in the Director's sole opinion, the payment of said fee during any given month or months would cause an unreasonable hardship upon the person on probation, their immediate family or any other person who is dependent upon the probationer for financial support. Within thirty (30) days of the adoption of this local law, the Director of Probation shall establish specific criteria (including what supporting documentation is necessary) for determining what constitutes indigence or unreasonable hardship for a probationer seeking a waiver of all or a portion of said fees under this local law.
- C. The administrative fee authorized by this local law shall not constitute nor be imposed as a condition of probation.
- D. In the event of non-payment of any fees which have not otherwise been waived, the County of Oswego may seek to enforce payments in any manner permitted by law for enforcement of a debt. The provisions of subdivision 6 of §420.10 of the Criminal Procedure Law shall govern for purposes of collection of the administrative fee.

Section 4. FEE USAGE

Fees collected pursuant to this local law shall be utilized for probation services by the Oswego County Probation Department. Such monies shall not be considered by the Division of Criminal Justice Services when determining state aid pursuant to New York State Executive Law §246, and shall not be used to replace federal funds otherwise utilized for probation services.

Section 5. ACCOUNTING

- A. The Oswego County Probation Department shall collect and maintain data on a monthly basis regarding the number and amount of fees imposed hereunder, any delinquencies in payment, fees waived and fees collected.
- B. The Oswego County Probation Department shall submit all fees collected in accordance with general county accounting principles to the County Treasurer's Office at least once per month.

Section 6. SEVERABILITY

If any clause, sentence, paragraph, subdivision, section or part of this local law or its application to any person or circumstance shall be adjudged by any court of competent jurisdiction to be invalid or unconstitutional, such order of 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 local law or its application to the person or circumstance directly involved in the controversy in which such judgment or order shall be rendered.

Section 7. AUTOMATIC SUNSET

Should New York State Executive Law §257-c be amended to discontinue the state authorization for the fee authorized herein, or sunset on its own terms, this law shall sunset consistent therewith without further action by the Oswego County Legislature.

Section 8. LOCAL LAW NUMBER 7 OF 2002 SUPERSEDED BY THIS ENACTMENT

Local Law number 7 of the year 2002 regarding Probation Administrative Fees for DWI Supervision be and is hereby **SUPERSEDED** upon the enactment of this local law.

SECTION 9. SEQRA DETERMINATION

The County Legislature, being the State Environmental Quality Review Act (SEQRA) lead agency, hereby finds and determines that this local law constitutes a Type II action pursuant to Section 617.5(c)(26) and/or (33) 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 constituting routine or continuing agency administration and management, not including new programs or major reordering of priorities that may affect the environment and adoption of regulations, policies, procedures and local legislative decisions in connection with any action under 617.5. 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.

Section 10. EFFECTIVE DATE

This local law shall take effect immediately upon filing with the New York State Secretary of State pursuant to Municipal Home Rule Law §27.

RESOLUTION NO.

March 14, 2024

**A RESOLUTION FIXING TIME AND PLACE FOR PUBLIC HEARING
RELATIVE TO PROPOSED COUNTY OF OSWEGO LOCAL LAW NO. 3 OF THE
YEAR 2024 OSWEGO COUNTY TRAFFIC DIVERSION PROGRAM 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 3 of 2024 on the OSWEGO COUNTY TRAFFIC DIVERSION PROGRAM LOCAL LAW on the 11th day of APRIL, at 7:00 o'clock, in the evening 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.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:

**COUNTY OF OSWEGO
LOCAL LAW NUMBER 3 OF 2024
OSWEGO COUNTY TRAFFIC DIVERSION PROGRAM LOCAL LAW**

BE IT ENACTED BY THE COUNTY LEGISLATURE OF THE COUNTY OF OSWEGO AS FOLLOWS:

SECTION 1. PURPOSE AND INTENT

- A. The Office of the Oswego County District Attorney prosecutes offenses of the New York State Vehicle & Traffic Law in the city, town and village courts within the County of Oswego. A large portion of these offenses result from poor decision making and/or bad driving habits which endanger the public safety. Many of these drivers would benefit from a driver safety education program which would improve their driving habits and thereby increase public safety upon public roadways within the County of Oswego. While former district attorneys may have utilized an informal traffic diversion program over the years, it is determined that a local law to formalize same is both necessary and proper.
- B. The intent of this local law is to authorize and establish a traffic diversion educational program for eligible persons referred by the District Attorney and guidelines hereby authorized to be instituted by the District Attorney, to provide for an educational program under State authority authorizing local governments to provide for the safety and well-being of persons within the County of Oswego. This body finds and determines that the establishment of a traffic diversion program would improve public safety by referring motor vehicle operators charged with certain violations of the NYS Vehicle & Traffic Law for participation in a diversion program. The diversion program created hereunder would include mandating defensive and safe driving courses for persons charged with certain offenses under the NYS Vehicle & Traffic Law. The Traffic Diversion Program will be a voluntary educational program with the goal to promote and improve safety of the roads within the County of Oswego by way of educating motorists facing traffic offenses on driver safety and the rules of the road.

SECTION 2. ESTABLISHMENT OF TRAFFIC DIVERSION PROGRAM

- A. In order to effectuate the orderly administration of government, maintain order and protect the safety, health and well-being of persons and property, especially as concerns public roadways, within the County of Oswego, this body finds and determines that it is in the best interests of the County of Oswego to establish a Traffic Diversion Program ("Program") and the same is hereby established.
- B. The District Attorney be and is hereby authorized, pursuant to the home rule authority granted to the County of Oswego under Municipal Home Rule Law §10 and section 700(1) of the New York County Law, to establish written guidelines for the Traffic Diversion Program to address: (i) eligibility for participation in the Program; (ii) the application process for eligible persons to participate in the Program; and (iii) the

education contents of the Program.

- C. The District Attorney's Office is authorized to administer all non-financial aspects of the Traffic Diversion Program in order to effectuate the intent and purpose of this law except as otherwise authorized or required herein.
- D. The District Attorney's Office shall maintain Traffic Diversion Program records in accordance with New York State County Law §700(7).
- E. The Oswego County Treasurer is authorized to accept all financial payments, as set forth herein, for individuals deemed eligible by the District Attorney's Office to participate in the Traffic Diversion Program.
- F. Any disbursements by the County Treasurer of such financial payments made pursuant to this local law, including but not limited to, disbursements to county departments and offices and/or to other municipalities shall be as authorized by resolution(s) of the County Legislature.

SECTION 3. PROGRAM ADMINISTRATION

The District Attorney in and for the County of Oswego be and is hereby authorized to establish and utilize a traffic diversion program and shall have full and complete discretion over the administration of the program and eligibility except as provided for herein and to enter into a contract or contracts in furtherance of same.

SECTION 4. ADMINISTRATIVE FEE

- A. The Oswego County Treasurer or District Attorney are authorized to collect an administrative fee of TWO HUNDRED FIFTY DOLLARS (\$250.00) for alleged New York State Vehicle & Traffic Law infractions and/or THREE HUNDRED FIFTY DOLLARS (\$350.00) for alleged New York State Vehicle & Traffic Law misdemeanors for an individual's voluntary participation in the Traffic Diversion Program. In the case of demonstrated financial hardship, the District Attorney's Office, or any vendor contracted on its behalf, shall have the authority to waive all or part of such administrative fee for the Program.
- B. The Oswego County District Attorney's Office, or any contracted provider on behalf of District Attorney's Office, shall collect the administrative fee and, thereafter, the Oswego County District Attorney's Office shall forward said funds in accordance with county fiscal policies to the Oswego County Treasurer's Office. If a third-party provider is utilized, the funds forwarded to the County Treasurer shall be less any fees or costs charged by that provider.
- C. Pursuant to this local law, the District Attorney shall periodically review the costs of this program to ensure the administrative fee imposed herein reasonably reflects the costs associated with conducting the Traffic Diversion Program.

SECTION 5. FEE DISBURSEMENT

- A. The administrative fee shall be shared by the County of Oswego, the District Attorney's Office and the city, town or village which had jurisdiction over the Vehicle & Traffic ticket(s)/offense(s) that was/were the reason for referral to the Program.
- B. Thirty-four percent (34 %) of the administrative fee shall be retained by the County of Oswego to be paid into the General Fund; Thirty-three percent (33%) of the administrative fee shall be placed in an custodial account in the District Attorney's Office budget to be designated Traffic Diversion Revenue to defray general prosecution, investigation, training and related prosecution expenses said account not to exceed **TWO HUNDRED THOUSAND DOLLARS (\$200,000.00)** at any given time and, should the account exceed said balance, any overage shall be paid to the County of Oswego; and Thirty-three percent (33%) shall be distributed and paid at least quarterly to the city, town or village where the traffic tickets/offenses originated.

SECTION 6. APPLICABILITY

This local law shall apply to eligible traffic offenses occurring on or after the effective date of this local law however this program is voluntary for the offender and the District Attorney's Office shall retain sole discretion as to whether certain offenses or circumstances (e.g. repeat offender, other charges) are eligible for diversion.

SECTION 7. 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.

SECTION 8. 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 Vehicle & Traffic Law as are contained in this local law, or in the event that 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 or not identical or substantially similar statewide or federal legislation has been enacted for the purposes of triggering the provisions of this section.

SECTION 9. 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.

SECTION 10. 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/or (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 routine or continuing agency administration and management, not including new programs or major reordering of priorities that may affect the environment; adoption of regulations, policies, procedures and local legislative decisions in connection with any action on the Type II list; and, civil or criminal enforcement proceedings, whether administrative or judicial, including a particular course of action specifically required to be undertaken pursuant to a judgment or order, or the exercise of prosecutorial discretion. 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.

SECTION 11. EFFECTIVE DATE

This local law shall take effect immediately upon filing with the Secretary of State in accordance with sections 20, 21 and 27 of the New York State Municipal Home Rule Law.

RESOLUTION NO.

March 14, 2024

**RESOLUTION AUTHORIZING BUDGETARY MODIFICATION CREATING ONE
FULLTIME POSITION AND DELETING ONE PART TIME POSITION IN THE
OFFICE OF EMERGENCY MANAGEMENT**

By Legislator Marc Greco:

WHEREAS, the County Legislature previously established a part-time drone coordinator position to oversee drone operations, administration, licensing and coordinate development of the drone program as need and technology changes; and

WHEREAS, drone capabilities and potentials within our public safety system have significantly advanced in recent years, including first response abilities to relay situational information to first responders prior to their arrival on scene and delivery of life-saving supplies to remote incident locations, which is requiring additional commitment of time and resources to program coordination beyond the limitations of a part-time position; 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 the part-time position of drone coordinator be changed to a full-time position as drone and robotics coordinator, Grade 40, at \$61,000, in the County of Oswego Office Professionals Association; and be it further

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 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.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:



OSWEGO COUNTY
EMERGENCY MANAGEMENT OFFICE

Phone (315) 591-9150

Fax: (315) 591-9176

COUNTY OFFICE BUILDING – 200 NORTH 2ND STREET, FULTON, NY 13069

Cathee Palmitesso, Director

Email: Cathleen.Palmitesso@OswegoCounty.com

Informational Memorandum

Date: March 4, 2024

To: Members of the Public Safety and Finance and Personnel Committees

From: Cathee Palmitesso, Director

Subject: Request to delete one part-time position and create one full-time position within the Emergency Management Office.

Subject: Request for authorization to delete the part-time drone coordinator and create a full-time drone and robotics coordinator within the Emergency Management Department.

Purpose: Due to the continuous changes occurring within the drone program and advancement in the technology there is a desire and need to move this position to full-time to continue providing Oswego County with lifesaving public safety initiatives. Incorporating this technology has proven to bring successful results to maintaining a safer community. The program has also helped support our public safety departments and provided them with situational awareness and safety to the first responders that support our community. With the vision to bring the drone as a first responder technology to our public safety departments and the proposed initiatives at the Oswego County Airport it warrants a full-time individual to support these initiatives.

I am requesting a salary of 61,000 (Grade 40) as the starting salary in the OCPA contract. The individual has above average skills for someone starting in the position and brings a wealth of knowledge, skills, and experience that will support Oswego County going forward.

Summary: With the continued progression of this position and the needs within the program I respectfully request the deletion of the current part-time position and creation of one full-time drone and robotics coordinator within the Emergency Management Department. Thank you for your consideration of this request.

POSITION REQUEST/DELETE BUDGET FORM

DEPARTMENT: **Emergency Management** DIVISION/UNIT (NUMBER): **3641**

A. NEW POSITION REQUEST

1. Position Title Requested: **Drone & Robotics 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: 61,000 Grade: 40

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

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

Position has drastically changed from inception in January 2022. The duties and time invested were projected as a part time position initially and needs to be changed to a 35 hour full-time position to address the continuous advancement in the program. More details provided in informational memo.

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: Drone Coordinator

2. Position # 364070001

3. Salary Savings:

4. Reason for Deletion:

Requesting to move this position to a full-time drone and robotics coordinator position.

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 Emergency Management	DIVISION, UNIT, OR WORK SECTION 3641	LOCATION OF POSITION FOB
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: <i>Drone & Robotics Coordinator</i>		
PERCENT OF WORK TIME		
10	<i>Monitors and coordinates operational requirements between unmanned aircraft system (UAS) operators/operational management structure/Incident Command Structure.</i>	
10	<i>Liaison and educator for public safety personnel and public awareness. Assists other departments and agencies within the county to coordinate UAS activities, including the Sheriff's Department, Fire Coordinators Office, E911, and Search and Rescue.</i>	
5	<i>Coordinates air space and resource requirements and de-conflicts with other operational assets or agencies. Delivers post flight reports and responds to inquiries. Manages multiple UAV air operations at one time.</i>	
10	<i>Assists with operating procedures/policies and reviews the need and assists with purchasing equipment. Maintains and updates the Oswego County UAS website.</i>	
10	<i>Identifies and pursues grant opportunities. Collaborate with County Airport to ensure all UAS FAA regulations are being followed in accordance operations and UAS test.</i>	
15	<i>Facilitate relationships with research companies and county agencies to bring UAS testing and opportunities to Oswego County.</i>	
5	<i>Reviews and assists with all FAA post-mission reports to include mission logs, daily events, and required site report and Certificate of Authorization (COA) reporting. Ensures that agencies are complying with FAA regulations.</i>	
5	<i>Perform continuing maintenance and firmware updates to current drone and robotics inventory. Monitors and update flight management platform.</i>	
15	<i>Coordinate and work to implement the drone first responder (DFR) program with E911.</i>	
15	<i>Point of contact for all UAS emergency/non emergency operations when UAS is requested. Ensures each mission is followed in accordance to the Certificate of Authority for Oswego County and that a NOTAM is posted prior to flight.</i>	
(Attach additional sheets if more space is needed)		

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

NAME	TITLE	TYPE OF SUPERVISION
Cathleen Palmitesso	Director	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):

Essential knowledge, skills and abilities:

Type of license or certificate required: Part 107 certified

7. The above statements are accurate and complete.

Date: 2/23/2024

Title: Emergency Management

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

ORG	OBJECT	PROJ	ORG	OBJECT	PROJ	DESCRIPTION	DOLLAR AMOUNT
A	15900					Appropriated Fund Balance	(32,296.00)
			A3641	511000		SALARIES & WAGES	30,000.00
			A3641	590308		FICA	2,296.00
						To increase Other Fees & Services line using	
						Unappropriated Funds	

DEPARTMENT HEAD

DATE _____

COUNTY ADMINISTRATOR

CHAIRPERSON

*DIRECTOR OF HUMAN RESOURCES	DATE

***If Personnel Services are impacted**

COUNTY TREASURER

DATE

RESOLUTION NO.

March 14, 2024

**RESOLUTION AUTHORIZING THE DELETION OF TWO POSITIONS
SHERIFF'S OFFICE (DRUG TASK FORCE)**

By Legislator Marc Greco:

WHEREAS, positions 316130101(Deputy Sheriff-PT) and 316130102 (Deputy Sheriff-PT) be deleted; and

WHEREAS, the County has identified that these positions be better placed within the District Attorney's Office as full-time positions; and

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

RESOLVED, that positions 316130101, Deputy Sheriff-PT and 316130102, Deputy Sheriff-PT, be deleted from the Sheriff's Office budget; 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.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:



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
1-800-682-7593

JAIL DIVISION
(315) 349-3300
FAX (315) 349-3349

39 Churchill Road, Oswego, New York 13126-6613

INFORMATIONAL MEMORANDUM

DATE: February 26, 2024

SUBJECT: Deletion of two positions from the Sheriff's Office (Drug Task Force).

PURPOSE: To move the two part-time positions and the Salaries and Wages associated with the positions from the Sheriff's Office to the District Attorney's Office where they will be full time.

SUMMARY: The Sheriff's Office requests the deletion of position # 316130101 (Deputy Sheriff-PT) with a salary of \$35,000 and position # 316130102 (Deputy Sheriff-PT) with a salary of \$35,000. These two positions will be moved under the District Attorney's budget.

RECOMMENDED ACTION: The Sheriff's Office respectfully requests your review and approval of this request.

POSITION REQUEST/DELETE BUDGET FORM

DEPARTMENT: Sheriff's

DIVISION/UNIT (NUMBER): 3161

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: _____ 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: Deputy Sheriff-PT

2. Position # 316130101

3. Salary Savings: \$35,000

4. Reason for Deletion:

Position has been moved to Oswego County District Attorney's budget.

C. POSITION DELETION

1. Title to be Deleted: Deputy Sheriff-PT

2. Position # 316130102


3. Salary Savings: \$35,000

4. Reason for Deletion:

Position has been moved to Oswego County District Attorney's budget.

COUNTY OF OSWEGO

[illegible]

		DEPARTMENT HEAD	DATE
---	--	------------------------	-------------

	3424	DATE	3/4/24	DATE
<i>[Signature]</i>	COUNTY ADMINISTRATOR	<i>[Signature]</i>	CHAIRPERSON	

***If Personnel Services are impacted**

COUNTY TREASURER

RESOLUTION NO.

March 14, 2024

**RESOLUTION AUTHORIZING THE CREATION OF TWO POSITIONS IN THE
OFFICE OF THE DISTRICT ATTORNEY**

By Legislator Marc Greco:

WHEREAS, this Legislature recognizes the increase in drug crimes throughout the County of Oswego and the need for more investigative manpower in the Office of the District Attorney to do specialized narcotic investigations in a more timely and efficient manner and that this is best accomplished by the addition of two positions with the title of District Attorney Investigator in the Office of the District Attorney; and

WHEREAS, a budget modification transferring funds from Sheriff's Department Salaries and Wages and Personal Services accounts to District Attorney's Office Salaries & Wages and Personal Services accounts is necessary to cover some of the costs of the salaries of these new positions; and

WHEREAS, a budget modification transferring funds the Appropriated Fund Balance to the District Attorney's Office Salaries & Wages and Personal Services accounts is necessary to cover the remaining costs of the salaries of these new positions; and

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

RESOLVED, that two positions, District Attorney Investigator, Grade 40, Step 15, \$68,482, Management Personnel Compensation Plan be created; and be it further

RESOLVED, that the County Treasurer be, and hereby is, authorized to transfer the funds \$70,000 from account A3161-511000 (Salaries & Wages) & \$5,355 from account A3161-590308 (Personal Services - Social Security) to account A1161-511000 (Salaries & Wages) and A1161-590308 (Personal Services-Social Security); and be it further

RESOLVED, that the County Treasurer be, and hereby is, authorized to transfer the funds \$72,087 from account A 159900 (Appropriated Fund Balance) to A1161-511000 (Salaries & Wages) and A1161-590308 (Personal Services-Social Security) to cover remaining amount needed; and be it even further

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

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

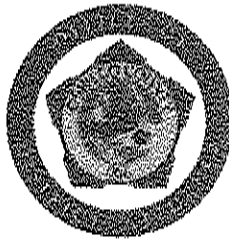
YES:

NO:

ABSENT:

ABSTAIN:

PUBLIC SAFETY CENTER
39 CHURCHILL ROAD
OSWEGO, NY 13126



TELEPHONE: (315) 349-3200
FAX: (315) 349-3212

Office of the District Attorney

LOUIS H. MANNARA
CHIEF ASSISTANT
DISTRICT ATTORNEY

ANTHONY J. DIMARTINO, JR.
DISTRICT ATTORNEY / CORONER

JASON R. DELANO
INVESTIGATOR

INFORMATIONAL MEMORANDUM

Subject: Request for authorization to create two positions within the District Attorney's office. Also, budget modification to transfer funds from Sheriff's Department to District Attorney's Office.

Purpose: To address the need for more investigation manpower to allow the department to function more efficiently and effectively. To transfer \$70,000 from account A3161-51100 (Salaries & Wages) & \$5,355 from account A3161-590308 (Personal Services - Social Security) to account A1161-51000 (Salaries & Wages) and A1161-590308 (Personal Services-Social Security).

Summary: Due to a re-evaluation of departmental staffing and ever-increasing demands of drug crime investigations in Oswego County, it is vital for the District Attorney's office to have a coordinated effort with the Drug Task Force to address these crimes. Having two Investigators specializing in this area will help to address these issues in a more timely manner.

Recommended Action: To authorize the proposed creation of the District Attorney Investigator position, Grade SG40, in the County of Oswego Management Bargaining unit, within the District Attorney's Office and authorize this budget modification.

Fiscal Impact: Remaining funds of \$72,087.00 to be transferred to the above listed District Attorney Accounts from the Appropriated Fund Balance A-159900.

POSITION REQUEST/DELETE BUDGET FORM

DEPARTMENT: District Attorney

DIVISION/UNIT (NUMBER): A1165

A. NEW POSITION REQUEST

1. Position Title Requested: District Attorney Investigator

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: \$68,482 Grade: SG 40

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

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

Given the increased drug crime in Oswego County it is vital for the District Attorney's office to have a coordinated effort with the Drug Task Force to address these crimes. Having two Investigators specializing in this area will help to address these issues in a more timely manner.

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:

7/23/19

-OVER-

(page 1 of 4)

7/23/19

(page 2 of 4)

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
 District Attorney

DIVISION, UNIT, OR WORK SECTION

Investigator

LOCATION OF POSITION

District Attorney's Office

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: DA Investigator

**PERCENT OF
WORK TIME**

Conducts surveillance, collaborates with confidential informants and works undercover to investigate crimes involving possession, sale and trafficking of drugs.

Interviews victims, witnesses, suspects and others to obtain information related to criminal investigation

Performs all aspects of criminal investigations, including conducting interviews, crime scenes processing, securing evidence, establishing facts, preparing reports and making recommendation

Obtains and executes arrest and/or search warrants to gather evidence

Collaborates with other offices and agencies to exchange information and coordinate activities

Determines scope, timing, and direction of investigation

Testifies in court or before Grand Jury concerning investigations conducted and evidence collected

Maintains appropriate files on cases under investigation

Compiles statistical data on various facets of criminal activity

(Attach additional sheets if more space is needed)

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

NAME	TITLE	TYPE OF SUPERVISION
Anthony J. DiMartino, Jr.	District Attorney	Department Head

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): Five (5) years of experience as a police officer appointed in accordance with Section 58 of the NYS Civil Service Law that included specialized investigative experience related to the sale, possession and distribution of narcotics.

Essential knowledge, skills and abilities:

Type of license or certificate required: Possession of a valid New York State Driver's License at time of appointment.
Possession of a Police Officer Basic Training Certificate or its equivalent issued by the New York State Municipal Police Training Council at time of appointment

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:

**COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST**

[illegible][illegible]

RESOLUTION NO.

March 14, 2024

**RESOLUTION AUTHORIZING BUDGETARY MODIFICATION- DEPARTMENT
OF SOCIAL SERVICES TO FUND ELIGIBILITY VERIFICATION ASSISTANT
AUTOMATED SYSTEM AND AWARD PROFESSIONAL SERVICES CONTRACT**

By Legislator Roy Reehil:

WHEREAS, the Department of Social Services recognizes the need to increase technological assistance to handle the high call volume within the Financial Assistance Programs to allow working staff the time to meet state and federally mandated time frames; 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 SSADMIN -Salaries and Wages Reg line to A6010-543800 SSADMIN- Other Fees & Services line as shown on the attached budget modification request; and be it further

RESOLVED, the Oswego County Legislature awards a contract for eligibility verification automated system to TIPCO, for a sum not to exceed \$93,750.00; and be it further

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

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:



COUNTY OF OSWEGO
Department of Social Services

Stacy Alvord, MSW
Commissioner

P.O. Box 1320 • Mexico, New York 13114
phone 315.963.5000 • fax 315.963.5600

INFORMATIONAL MEMORANDUM

TO: Oswego County Board of Legislators

DATE: March 14, 2024

SUBJECT: Request for approval of contract with TipCo Automated Systems for Eligibility Verification Assistant (EVA)

SUMMARY: *Operational Issue:* over the past 2 years, DSS has had difficulty in hiring and retaining Community Service Workers (CSWs) for what is now our Integrated Services Team. There are ten CSWs designated to man the Agency's call center, fielding between 6,000 and 10,000 phone calls per month on a rolling call system. CSWs are also responsible to provide a multitude of supportive services to Examiners to allow for timely eligibility determination. Given this team is excessively short-staffed, it can cause the division to frequently pull CSWs from supporting the eligibility staff within the work units. Training efforts have doubled as new staff do not make it through probation or staff leave for other jobs that will pay more with a much-reduced level of stress. As a result, we are unable to meet the mandated time frames for eligibility determination and staff morale and energy is at an all-time low. The state is leaning into auditing counties' success with meeting eligibility determination timeframe mandates, and advocacy groups are hovering for opportunities to hold counties accountable. The resulting potential liability to counties is great.

Recommended Solution: Eligibility Verification Assistant (EVA) is a cutting-edge AI technology geared automated system created by TipCo Automated Systems that would be extremely advantageous to the Integrated Services Team and customers alike. The three creators of TipCo have a combined total of over sixty-one years of experience in implementing strategic systems and assisting those in both the health and human services fields. They are familiar with the ever-evolving complexities of delivering services in as timely and efficient a manner as possible. EVA can assist our Integrated Services Team and eventually other teams in several different ways.

Intended Impacts or Outcomes: During work hours, there would be 5 EVAs that are assisting with the call volume. Through uploading policy and caseload information, EVA would be able to answer questions posed by our clients and the public around general questions such as how to apply, available service resources, and more specific questions regarding the status of the client's case after EVA verifies the individual caller's identity. EVA is a platform that will deliver a consistent customer experience and become an asset as informational capacity is maximized.

EVA can also receive information from clients and forward it on to the appropriate staff person, including documents obtained by texting a link to the caller so they can upload whatever needs to be submitted.

During all calls, EVA can also understand and interpret 6 foreign languages. If the call needs to be forwarded to an eligibility worker, the system will prompt the staff member to type in responses which EVA then translates back to the caller.

As an automated system, EVA would be available to callers 24/7, so can answer client/public questions and receive information on a constant basis. The caller would still have the option to interrupt EVA and ask to speak to an employee if they wish.

In addition to active calls, EVA can also function as an internal "Informational Help Desk" for our staff with policy and program eligibility and documentation questions. We would upload the unit's work and the overall department's policy documents, along with our training materials and guidance documents issued by the state. The staff person can then open a dialogue with EVA to ask questions and EVA would respond based on information contained within those materials. This could save supervisors an enormous amount of time spent answering questions in the first instance, and allow them to spend more time coaching staff, reviewing work that is completed and planning for coverage. Over time, as EVA gains more knowledge, her work on our call center will allow us to shift our employee resources to support eligibility determination and better streamline our processes.

In the future, we can see potential uses for EVA across other county departments, should the county choose to invest. For example, EVA can deploy a chat-bot on the county website to allow the public to ask questions or seek help with locating resources. EVA can help potential visitors to the county navigate all of the tourism sites, restaurants, hotels, etc. that would ensure they better enjoy the beauty of our county. For people looking to move to our county, EVA could help find housing resources, school and community information, etc.

Financial Implications: As an "early-adopter" of the Eligibility Verification Assistant, we are being offered a 50% discount on the proposed services listed in the attachment. Once the initial service is established in the first year, our ongoing costs are only for annual service and maintenance. We would own the software and the licenses for the system – there are no lease expenses. TipCo is also working with 9 other counties in NYS to bring this service across the state.

RECOMMENDED

ACTION: Recommend approval of the proposal presented by TipCo Automated Systems for the Eligibility Verification Assistant. The cost for the first year is \$93,750. The cost for following years' annual service and maintenance will be \$37,500. The Department can claim these expenses and receive 75% state/federal revenue, leaving the local share cost in 2024 at \$23,438. **The cost of this project will be covered by unspent salaries and wages made available due to our hiring/retention difficulties. This is a budget neutral proposal for 2024.**



Eligibility Verification Assistant

Prepared For: Oswego, New York Department of Social Services

Date: February 7, 2024

Version: 1.0

Prepared By: TipCo Automated Systems
517 Bowers Court, Circleville, OH 43113
419.308.5834
eva@tipcoautomatedsystems.com

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Our Proposal

TipCo Automated Systems (TAS) is pleased to present this proposal for our Eligibility Verification Assistant (EVA) to Oswego County Department of Social Services (Oswego DSS). EVA is our AI-powered virtual phone assistant specifically designed to handle customer service and general information calls for Health and Human Services agencies. EVA streamlines and automates common processes while ensuring compliance with state and federal timeliness standards, allowing agencies to optimize its workforce and allocate resources more efficiently toward processing eligibility for crucial benefit programs. By automating these tasks, agencies can focus human resources on complex cases and deliver timely and accurate services to those in need.

EVA's impact goes beyond improving agency efficiency. By reducing administrative burdens and manual processes, EVA enables agencies to expedite eligibility determinations, reducing food, medical, housing, and financial insecurities within communities. This empowers individuals and families to access the vital support they require in a timely manner—not waiting on overburdened staff to manage common tasks—enhancing overall well-being and fostering community stability.

Deliverables

TAS will provide the following deliverables for this engagement, using the most recent, generally available version of Large Language Models, Generative Pre-Trained Transformers, Artificial Intelligence:

EVA Phone—The virtual phone assistant that's primary task is to deflect incoming phone calls from caseworkers so they can focus on processing cases. EVA's core functions will:

- Answer common questions
- Take changes of circumstance
- Provide real-time language translation for incoming calls

EVA Chat—The worker companion that will be deployed to the user's desktop and operates as a chatbot to assist caseworkers by providing access to the following:

- **Eligibility questions and answers**—This one-stop shop for eligibility-related questions will provide new and experienced workers with answers and resources.
- **Technology training**—EVA can consume all the training and reference manuals for the agency's technology tools and answer tool-related questions.
- **Agency policy**—EVA can consume all the agency's policy manuals (human resources, security, and so on) and then answer policy-related questions.

Responsibilities

The following sections outline the responsibilities for activities and tasks to ensure a successful project.

TAS Responsibilities

TAS will be responsible for the end-to-end project management necessary to complete the project successfully. This project management includes:

- Schedule management
- Risk and change management
- Communication management and status reporting
- Deliverable management
- Scope management

TAS will be onsite monthly during the life of the project to ensure project quality and facilitate communication. If a situation, such as COVID, makes onsite visits a safety concern, work will be conducted virtually.

Oswego DSS Responsibilities

Oswego DSS will provide the personnel and facilities necessary to complete the project successfully. The project will be conducted in a blend of onsite and remote work.

While onsite, the TAS project team will require:

- Open/escorted facility access for the project team
- Office space and/or cubicles with the ability to be secured and at least one active network jack (Ethernet connection) or wireless access point, and one electrical connection.
- Office furniture (desk and chairs)
- Meeting rooms with an overhead projector, whiteboard, and supplies for conducting facilitated meetings (based on availability)

During the project, the TAS project team will require:

- Technical assistance as needed
- Appropriate levels of access, procedure documentation, and/or consultation for supporting systems
- An agency-designated project manager to coordinate activities for Oswego DSS resources (for example, personnel and facilities).
- Access to and coordination of subject matter experts (SMEs) for participation in required focus group sessions and worker observations
- Access to project leadership for status updates and removal of barriers to scheduled events
- Documentation for EVA to reference when responding to questions (for example, agency policy and procedure manuals)

Project Cost

The project will last for three months with an anticipated start date of March 1, 2024.

The fees, which are shown in the following table, consist of costs for software, installation and configuration, and first-year maintenance. The total cost of this proposal is **\$93,750.00**. No additional fees will be assessed unless otherwise agreed to by both parties via the process outlined in the "Project Change Control Procedure" section. A Project Change Request (PCR) will be issued specifying the amended cost(s).

Fee Proposal

Specification	Price	Quantity	Total	With 50% Discount
EVA Assistant	\$25,000.00	5	\$125,000.00	\$62,500.00
Installation and Configuration	\$5,000.00	5	\$25,000.00	\$12,500.00
First Year Maintenance	\$7,500.00	5	\$37,500.00	\$18,750.00
			Total	\$93,750.00

Project Change Control Procedure

The following process will be used if a change to this project is required:

- A Project Change Request (PCR) will be the vehicle for communicating change. The PCR must include a description, the rationale, and the effect the change will have on the project.
- The designated project manager of the requesting party (TAS or Oswego DSS) will review the proposed change and determine whether to submit the request to the other party.
- Both project managers will review the proposed change and approve it for further investigation or reject it. TAS or Oswego DSS will mutually agree upon charges for such investigation, if any. If the investigation is authorized, the Oswego DSS project manager will sign the PCR, which will constitute approval for the investigation charges. TAS will invoice Oswego DSS for any such charges. The investigation will determine the effect that the implementation of the PCR will have on the project price, schedule, and other terms and conditions of the agreement.
- Upon completion of the investigation, both parties will review the impact of the proposed change and, if mutually agreed, a Change Authorization will be executed.
- A written Change Authorization and/or PCR must be signed by both parties to authorize the implementation of the investigated changes.



Proposal Acceptance Signatures

IN WITNESS WHEREOF, the parties hereto have caused this Proposal to be effective as of February 7, 2024.

By signing below, both parties acknowledge their agreement with the scope of work and the terms outlined in this Proposal.

TipCo Automated Systems	
Andrea L. Tipping	CEO & Co-Founder
Printed Name	Title
<i>Andrea L. Tipping</i>	February 7, 2024
Signature	Date

Oswego, New York Department of Social Services	
Printed Name	Title
Signature	Date

2024
3/14/2024

DEPARTMENT HEAD		DATE
HARRY OLSON		3/4/82

CHAIRPERSON	DATE
-------------	------

DATE	COUNTY TREASURER

RESOLUTION NO.

March 14, 2024

**RESOLUTION AUTHORIZING BUDGETARY MODIFICATION DEPARTMENT
OF SOCIAL SERVICES TO ACCEPT STATE FUNDS FOR THE RENTAL
SUPPLEMENT PROGRAM**

By Legislator Roy Reehil:

WHEREAS, the Department of Social Services utilizes Rental Supplement Program funds to provide rental assistance to single individuals and families who are experiencing homelessness or facing imminent loss of housing; 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 A6010-436890 State Aid-RSP line to A6010-545500 Other Supplies and Expenses-RSP 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, Budget Office and Human Resources Director shall be their authority to make such adjustments.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:



COUNTY OF OSWEGO
Department of Social Services

Stacy Alvord, MSW

Commissioner

P.O. Box 1320 • Mexico, New York 13114

phone 315.963.5000 • fax 315.963.5477

TO: Oswego County Legislature

FROM: Stacy Alvord, Department of Social Services Commissioner

DATE: March 14, 2024

RE: Budget Modification – 2024-25 Rental Supplement Program Allocation

INFORMATIONAL MEMORANDUM

SUBJECT: Budget Modification accepting Rental Supplement Program (RSP) Allocation for SFY2024-25.

BACKGROUND: The Rental Supplement Program funds allow local districts to provide vital rental assistance to individuals and families who are experiencing homelessness or are facing an imminent loss of housing. Oswego County Department of Social Services has been allocated \$432,808 for the SFY of 2024-25.


FISCAL IMPACT: Increase the A6010.545500 Other Supplies & Expenses RSP budget line \$432,808 and increase the A6010.436890 RSP revenue line \$432,808. There will be no local share for 2024 or any future years due to the acceptance of these funds.

RECOMMENDATION: Approve this budget modification to accept the Rental Supplement Program SFY2024-25 allocation of \$432,808.

**COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST**

2024
3/14/2024

[illegible]

<p>  </p>	<p> DEPARTMENT HEAD </p>	<p> DATE </p>
<p> 3/4/2004 </p>		


 COUNTY ADMINISTRATOR
 DATE 3/4/24
 3424

*DIRECTOR OF HUMAN RESOURCES	DATE
------------------------------	------

CHAIRPERSON:

***If Personnel Services are impacted**

COUNTY TREASURER

RESOLUTION NO.

March 14, 2024

**RESOLUTION AUTHORIZING BUDGET MODIFICATION DEPARTMENT OF
SOCIAL SERVICES TO ACCEPT FEDERAL FUNDS FOR NON-RESIDENTIAL
DOMESTIC VIOLENCE SERVICES**

By Legislator Roy Rechil:

WHEREAS, the Department of Social Services utilizes federal funds for non-residential domestic violence services to families with children whose income is at or below the two hundred percent poverty level; 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 A6010-446890 ST Aid Other Social Serv NRDV line to A6010-545500 Other Supplies and Expenses NRDV 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, Budget Office and Human Resources Director shall be their authority to make such adjustments.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:



COUNTY OF OSWEGO
Department of Social Services

Stacy Alvord, MSW

Commissioner

P.O. Box 1320 • Mexico, New York 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: March 14, 2024
RE: Budget Modification – SSADMIN – OTHER SUPPLIES & EXPENSES - NRDV

INFORMATIONAL MEMORANDUM

SUBJECT: Budget Modification to accept \$33,735 in Non-Residential Domestic Violence funding for SFY 2023-24.

BACKGROUND: The SFY 2023-24 Non-Residential Domestic Violence allocation provides federal funding for enhanced, expanded core, and/or non-residential domestic violence services to families with children whose income is at or below 200% of the poverty level.

These are 100% federal funds with no local share.

This will be budget neutral.

FISCAL IMPACT: Increase the A6010.545500 Other Supplies & Expenses NRDV budget line \$33,735 and increase the A6010.446890 Other Social Services NRDV revenue line \$33,735. There will be no local share for 2024 or any future years.

RECOMMENDATION: Approve this budget modification to accept \$33,735 in Non-Residential Domestic Violence funding for SFY 2023-24.

**COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST**

3/14/2024

[illegible]

DEPARTMENT HEAD <i>Harry Alvord</i>	DATE 3/4/24
--	----------------

3424

DATE 3-4-24

COUNTY ADMINISTRATOR

*DIRECTOR OF HUMAN RESOURCES	DATE
------------------------------	------

***If Personnel Services are impacted**

Ver. 7.18.23

COUNTY TREASURER		DATE

RESOLUTION NO.

March 14, 2024

**RESOLUTION AUTHORIZING BUDGETARY MODIFICATION DEPARTMENT
OF SOCIAL SERVICES FOR LASERFICHE RIO UPGRADE**

By Legislator Roy Reehil:

WHEREAS, the Department of Social Services utilizes the Laserfiche system for electronic storage of Child Support, Childcare Assistance, Adoption and Accounting records; and

WHEREAS, the previous version of the Laserfiche Avante system was upgraded to Laserfiche RIO post-adoption of the 2024 budget therefore creating a shortage of funds to cover the 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 A6010-511000 SSADMIN-Salaries and Wages Reg line to A6010-543800 SSADMIN- Other Fees & Services line and transfer funds from A6070-511000 AFS-Salaries and Wages Reg line to A6070-543800 AFS- Other Fees & Services 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, Budget Office and Human Resources Director shall be their authority to make such adjustments.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:



COUNTY OF OSWEGO
Department of Social Services

Stacy Alvord, MSW
Commissioner

P.O. Box 1320 • Mexico, New York 13114
phone 315.963.5435 • fax 315.963.5477

INFORMATIONAL MEMORANDUM

TO: Oswego County Board of Legislators
DATE: March 14, 2024
SUBJECT: Budget Modification due to Laserfiche upgrade to RIO

BACKGROUND: The Oswego County Laserfiche system was recently upgraded from Laserfiche Avante to Laserfiche RIO. The upgrade to RIO allowed the use of Laserfiche across 4 county departments (Treasurer, Health, Records Ctr and DSS) to be managed in one system, eliminating the need to have separate admin licenses for each. RIO also allows for different levels of user licenses, with most necessary licenses being far less expensive than the old Laserfiche Avante system user licenses.

DSS continues to expand its use of Laserfiche, so this upgrade is very timely. It is currently being used in Services IV-E Eligibility and Child Support. It will soon be used to store sealed adoption records, Child Care Assistance Program records, and Accounting records.

The annual amount of the DSS Laserfiche system had been budgeted in A6010.543800 for 2024 prior to the upgrade to the RIO system. The annual DSS Laserfiche expense that was budgeted for 2024 was \$8,105. The 2024 DSS portion of the upgraded RIO system will be \$29,530 which is \$21,425 more than was budgeted for 2024.

This budget modification is requesting that underspent salaries and wages be moved to cover this shortage.

FISCAL IMPACT: Increase the A6010.543800 OTHER FEES & SERVICES budget line \$6,660 and increase the A6070.543800 OTHER FEES & SERVICES budget line \$14,765 and decrease the A6010.511000 SALARIES & WAGES REG expense line \$6,660 and decrease the A6070.511000 SALARIES & WAGES REG expense line \$14,765.

RECOMMENDATION: Approve the budget modification to move \$6,660 from A6010.511000 to A6010.543800 Other Fees & Services and move \$14,765 from A6070.511000 to A6010.543800 Other Fees & Services.

2024
3/14/2024

DEPARTMENT HEAD	DATE
Greg Oswald 3/4/2011	

*DIRECTOR OF HUMAN RESOURCES	DATE
------------------------------	------

***If Personnel Services are impacted**

Ver. 7.18.23

RESOLUTION NO.

March 14, 2024

**RESOLUTION AUTHORIZING BUDGETARY MODIFICATION DEPARTMENT
OF SOCIAL SERVICES- OVERTIME**

By Legislator Roy Reehil:

WHEREAS, the Department of Social Services staff have been working overtime to meet the demand of increased caseloads due to program needs and unfilled vacancies as well as state and federally mandated time frames; 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 SSADMIN – Salaries & Wages Reg line to A6010-512000 SSADMIN- Overtime 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, Budget Office and Human Resources Director shall be their authority to make such adjustments

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:



COUNTY OF OSWEGO
Department of Social Services

Stacy Alvord, MSW
Commissioner

P.O. Box 1320 • Mexico, New York 13114
phone 315.963.5435 • fax 315.963.5477

INFORMATIONAL MEMORANDUM

TO: Oswego County Board of Legislators
DATE: March 14, 2024
SUBJECT: Budget Modification due to Overtime

BACKGROUND: DSS staff have been working additional hours and, in some instances, overtime to meet the demand of increased workloads due to increases in program needs and unfilled vacancies. DSS continues efforts to interview and hire to reduce the current number of vacancies, however, there continues to be a need for current staff to work additional and overtime hours to meet the mandated deadlines until the new employees have been sufficiently trained and are productive.

DSS projects the need through the end of the 2024 calendar year; to allow for hiring, training and measurable productivity from the new employees. In general, the non-services wages are reimbursed at 50% Federal, 25% State, and 25% 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 A6010.512000 Overtime Payments budget line \$95,000 and decrease the A6010 511000 Salary & Wages Reg expense line \$95,000.

RECOMMENDATION: Approve the budget modification to move \$95,000 from A6010.511000 to A6010.512000 Overtime Payments

/ltw

**COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST**

3/14/2024
2024

[illegible]

<p>  </p>	<p> DEPARTMENT HEAD </p>	<p> DATE </p>
<p>  </p>	<p> DEPARTMENT HEAD </p>	<p> DATE </p>

3424

COUNTY ADMINISTRATOR

DATE 3-4-24

'DIRECTOR OF HUMAN RESOURCES DATE

CHAIRPERSON **DATE**

***If Personnel Services are impacted**

COUNTY TREASURER DATE

RESOLUTION NO.

March 14, 2024

**RESOLUTION AUTHORIZING BUDGETARY MODIFICATION DEPARTMENT
OF SOCIAL SERVICES TO ACCEPT STATE FUNDS FOR THE SAFE HARBOR
PROGRAM**

By Legislator Roy Reehil:

WHEREAS, the Department of Social Services utilizes state funds to support advanced programming to address the needs of trafficked and commercially sexually exploited children and youth in Oswego County; 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 A6010-545500 Other Supplies & Expenses SFHRB line to A6010-436890 Other Social Services SFHRB Revenue 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, Budget Office and Human Resources Director shall be their authority to make such adjustments.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:



COUNTY OF OSWEGO
Department of Social Services

Stacy Alvord, MSW

Commissioner

P.O. Box 1320 • Mexico, New York 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: March 14, 2024
RE: Budget Modification – SSADMIN – OTHER SUPPLIES & EXPENSES - SFHRB

INFORMATIONAL MEMORANDUM

SUBJECT: Budget Modification to accept \$35,000 in Safe Harbor funding for the CY2024.

BACKGROUND: The CY2024 Safe Harbor allocation provides state funding to support advanced programming to address the needs of trafficked and commercially sexually exploited children and youth in Oswego County.

These funds are used to contract with the Child Advocacy Center (CAC) to facilitate a collaborative response to exploited children and youth by Oswego County's health and human services agencies, medical providers and law enforcement. The CAC provides training and information to better respond to the youth in Oswego County that are being exploited.

These are 100% state funds with no local share.

FISCAL IMPACT: Increase the A6010.545500 Other Supplies & Expenses SFHRB budget line \$35,000 and increase the A6010.436890 Other Social Services SFHRB revenue line \$35,000. There will be no local share for 2024.

RECOMMENDATION: Approve this budget modification to accept \$35,000 in state Safe Harbor funding for CY 2024.

/sfw

**COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST**

3/14/2024

[illegible]

To accept the Safe Harbor allocation for CY2024

3424

DATE _____

DATE 2/2/21

COUNTY ADMINISTRATOR

CHAIRPERSON

DATE _____

***If Personnel Services are impacted**

COUNTY TREASURER

DATE _____

RESOLUTION NO.

March 14, 2024

**RESOLUTION AUTHORIZING BUDGTARY MODIFICATION CAPITAL
PROJECT NO. 95- DEPARTMENT OF COMMUNITY DEVELOPMENT,
TOURISM AND PLANNING PUBLIC TRANSIT CAPITAL FUNDS- MOBILITY
MANAGEMENT**

By Legislator Mary Ellen Chesbro:

WHEREAS, the Department of Community Development, Tourism and Planning has received \$22,527.00 in New York State Department of Transportation (DOT) Funding in section 5311 capital funds; and

WHEREAS, a resolution is both necessary and desirable to transfer Department of Transportation (DOT) funds into Capital Project No. 95 for disbursement into public transit related expenditure accounts; and

NOW, THEREFORE, upon recommendation of the Economic Development and Planning Committee of this body, with the approval of Finance and Personnel Committee it is hereby,

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

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

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

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:



Tim Stahl
Director

OSWEGO COUNTY DEPARTMENT OF COMMUNITY
DEVELOPMENT, TOURISM AND PLANNING

COUNTY BUILDING
48 EAST BRIDGE STREET
OSWEGO, NEW YORK 13126

TELEPHONE (315) 348-6282
FAX (315) 348-8274

Daniel Breitweg
Deputy Director

Donna R. Scanlon
Office of Community
Development Programs

Kelly Allen
Office of Housing Assistance

Heather Snow
Office of Mobility
Management

INFORMATIONAL MEMORANDUM

- SUBJECT:** Request modification to the budget lines established for Capital Project 95 Mobility Management.
- PURPOSE:** To accept from NYS DOT and subsequently disburse for appropriate public transit related expenditures, \$22,527 in Section 5311 capital funds.
- SUMMARY:** These are titled as “**additional available funds**” and have been authorized for mobility management services. In 2022, The state and federal governments require us to have an independent 3rd party “mobility manager” in order to receive rural transit funding. These funds will be utilized to reimburse the county for Mobility Management Services that were paid out for 2022.
- FISCAL**
- IMPACT:** Our mobility management contractor in 2022 paid their respective share of the local match (10%) required to access the funds.
- RECOMMENDED**
- ACTION:** The Community Development, Tourism and Planning department requests and recommends that the Oswego County Legislature authorize the acceptance and utilization of these funds.

COUNTY OF OSWEGO

DOLLAR
AMOUNT

James C. Smith

COUNTY ADMINISTRATOR

4

10/1/19

2

COUNTY TREASURER

DATE _____

RESOLUTION NO.

March 14, 2024

**RESOLUTION APPOINTING MEMBERS TO THE OSWEGO COUNTY
SOIL AND WATER CONSERVATION DISTRICT BOARD OF DIRECTORS**

By Legislator Mary Ellen Chesbro:

WHEREAS, Pursuant to Article 2 of the Soil and Water Conservation District Law and upon recommendation of the Economic Development and Planning Committee of this body, be it.

RESOLVED, that the following named person be, and hereby is, appointed as member of the Board of Directors of the Oswego County Soil and Water Conservation District for a term to expire as follows:

Linda Lockwood – Term to expire December 31, 2024
Mary Ellen Chesbro-Term to expire December 31, 2024
Saundra Tuori-Bell – Term to expire December 31, 2026

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

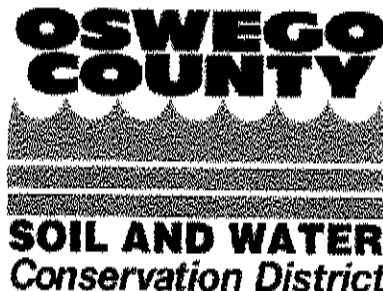
YES:

NO:

ABSENT:

ABSTAIN:

Oswego County Soil and Water
Conservation District
3105 State Route 3
Fulton, NY 13069



Phone: 315-592-9663
Fax: 315-592-9595
Web:
www.oswegosoilandwater.com

1/17/2024

Betsy Sherman-Saunders
Clerk of the Legislature
46 E Bridge Street
Oswego, NY 13126

Dear Betsy:

The Oswego County Soil and Water Conservation District Board of Directors would like to request that Linda Lockwood, Mary Ellen Chesbro and Sandy Tuori-Bell be reappointed to the board. This reappointment request is for a term beginning January 1, 2024. Please refer to the bios attached for further information. Feel free to contact me should any questions arise and thank you in advance for your attention to this matter.

Sincerely,

A handwritten signature in black ink that reads "Joe Chairvolotti". The signature is written in a cursive, flowing style.

Joe Chairvolotti
District Manager

**Oswego County Soil and Water Conservation District Board of Directors
January 17, 2024**

Bio for Linda Lockwood, Legislator

Term: 1 year

Term Expires: 12/31/2024

Linda Lockwood has been involved in politics for more than 20 years and is currently an Oswego County Legislator for District 11 as well as the vice chairperson of the Legislature. Legislator Lockwood has been an active member on the Oswego County Soil and Water Conservation District Board of Directors since 2008 and is currently serving as the vice chairperson.

Bio for Mary Ellen Chesbro, Legislator

Term: 1 year

Term Expires: 12/31/2024

Mary Ellen Chesbro is an Oswego County Legislator for District 10 and has been an active member on the Oswego County Soil and Water Conservation District Board of Directors since 2020. Legislator Chesbro is also very involved in the agriculture community and operates a hay and beef farm with her husband Earl.

Bio for Sandra Tuori-Bell, Member-at-Large

Term: 3 years

Term Expires: 12/31/2026

Sandra Tuori-Bell was born and raised in Syracuse, NY and currently resides in Constantia, NY with her husband Mark. She was employed with Onondaga County Department of Water Environment Protection for several years before retiring in January 2012. As a Sanitary Engineer 3/Pretreatment Program Coordinator she supervised a staff of 5 engineers, 2 technicians and 1 office assistant responsible for ensuring that Onondaga County's industries were compliant with local, state and federal environmental regulations. She received a Bachelor of Science degree in Biology and Chemistry from SUNY Environmental Science and Forestry in Syracuse, NY and did post-graduate work at Syracuse University School of Management MBA Program. Sandra began her career as a Materials Scientist/Chemist at Carrier Air Conditioning and worked briefly at Miller Brewing Company as a chemist before her employment with Onondaga County. She has worked part-time since retirement as a track and field coach, field hockey coach, tutor and substitute for BOCES and as a Program Assistant for Finger Lakes-Lake Ontario Water Protection Alliance (FELLOWPA). Mrs. Tuori-Bell has served on the Oswego County Soil and Water Board of Directors since 2015.

RESOLUTION NO.

March 14, 2024

RESOLUTION ADDING NEW YORK STATE HEALTHCARE WORKER BONUS FUNDS TO THE OSWEGO COUNTY HEALTH DEPARTMENT PREVENTIVE HEALTH BUDGET

By Legislator James Karasek:

WHEREAS, adding New York State Healthcare Worker Bonus funds to the Oswego County Health Department's Preventive Health budget is necessary; and

WHEREAS, the Health Care and Mental Hygiene Worker Bonus program was announced by Governor Kathy Hochul in August 2022 and individuals meeting specific requirements are eligible; and

NOW, upon recommendation of the Health 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 account 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 their authority to affect such transfer and make such adjustments.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:

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

INFORMATIONAL MEMORANDUM

Subject: NYS Healthcare Worker Bonus

Purpose: To add NYS Healthcare Worker Bonus funds to the budget.

Summary: The Health Care and Mental Hygiene Worker Bonus program was announced by Governor Kathy Hochul in August 2022. Within that program, individuals meeting specific requirements are eligible for a Healthcare Worker Bonus (HWB) up to \$3,000. To be eligible the employer must bill Medicaid for services and individuals must receive a base salary of \$125,000 or less. Bonus amounts are determined by the number of hours worked in a 6 month vesting period with the highest amount being \$1,500 for a 35 hour work week. Qualified employees can receive up to \$3,000 in HWB payments over two vesting periods. Position titles within the Health Department that qualify for the HWB are nurses, LPNs and Social Workers. The HWB must be paid out to employees within 30 days of receipt of State funds. The attached budget modification includes the HWB for 1 eligible employee and the corresponding FICA reimbursement.

Fiscal Impact 2024: None- fully reimbursed by NYS.

Fiscal Impact 2025: None- if there are qualified employees, the HWB is fully reimbursed by NYS.

Recommended

Action: The Health Committee approve receipt of the HWB funds and the corresponding budget modification.

3.14.24

County Auditor <i>[Signature]</i> Date 3-5-24	County Administrator <i>[Signature]</i> Date 3-5-24	County Treasurer <i>[Signature]</i> Date 3-5-24
Department Head <i>[Signature]</i> Date 3-5-24	Director of Human Resource <i>[Signature]</i> Date 3-5-24	County Treasurer <i>[Signature]</i> Date 3-5-24

RESOLUTION NO.

March 14, 2024

**RESOLUTION AUTHORIZING BUDGETARY MODIFICATION - CENTRAL
SERVICES SUPPLEMENT EXISTING CAPITAL PROJECT TO FUND
AUDIO/VISUAL UPGRADES**

By Legislator Paul House:

WHEREAS, this body has heretofore established Capital Project No. T0221 with a maximum authorization of \$10,000; and

WHEREAS, the Central Services Director has identified the need to supplement this capital project for updating the County conference room audio and visual systems, with an additional \$10,000 and maximum authorization of \$20,000; and

NOW, upon recommendation of the Infrastructure & Technology Committee of this body, with the approval of the Finance and Personnel Committee, be it

RESOLVED, that the Treasurer is hereby authorized to transfer \$10,000 from the Technology Reserve – CR# 145 to the designated Capital Project T0221 and that the project is hereby authorized for the maximum.

Capital Project

Total Maximum Authorization

CP No. T0221

\$20,000

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:



Greg Powlin
Director

COUNTY OF OSWEGO
CENTRAL SERVICES DEPARTMENT

39 Churchill Road
Oswego, New York 13126

Phone: (315) 349-3526

TO: Phil Church, County Administrator
Legislator Paul House, I&T Committee Chairman
Infrastructure & Technology Committee Members

FROM: Greg Powlin, Director of Central Services

DATE: February 20, 2024

RE: Capital Project # T0221 Supplement

INFORMATIONAL MEMORANDUM

SUBJECT: Request for \$10,000 supplement to existing capital project to fund audio/visual system upgrades to County conference and other rooms used for presentations.

BACKGROUND: County offices have a number of rooms used for presentations to county employees and County residents. Many of these rooms have existing audio/visual ("AV") systems requiring periodic updating or may have no existing AV system and are in the need of installation of such a system.

An immediate need exists to install a modern AV system in the District Attorney's grand jury room, located at the Public Safety Center. This enhancement is needed to present evidence, often in electronic form, including video, in an effective manner to accommodate the broad needs of the potential juror pool.

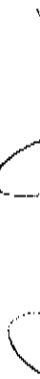
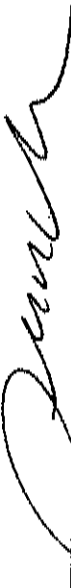
The requested supplement will also provide for some additional funds, beyond the grand jury room upgrade, to accommodate other upgrades for the immediate future.

FISCAL IMPACT: This request requires a \$10,000 supplement to existing project # T0221. This is a net cost to the County via a transfer from the Technology Reserve fund.

RECOMMENDATION: Transfer \$10,000 from the Technology Reserve to supplement established Capital Project T0221 for the expenditure described above.

**COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST**

[illegible]

	DEPARTMENT HEAD	DATE
		3.5.24
*DIRECTOR OF HUMAN RESOURCES		
		DATE
		3.5.24
CHAIRPERSON		
COUNTY ADMINISTRATOR		DATE
		3.5.24

***If Personnel Services are impacted**

RESOLUTION NO.

March 14, 2024

RESOLUTION APPROVING THE EXECUTION OF A MEMORANDUM OF AGREEMENT WITH THE UNITED STATES DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION CONCERNING THE OSWEGO COUNTY AIRPORT (FAA Contract No.: 69435Z-22-L-00090)

By Legislator Paul House:

WHEREAS, the County of Oswego owns and operates a General Aviation Airport in Volney, New York; and

WHEREAS, in connection therewith, the County of Oswego and the Federal Aviation Administration (FAA) have entered into various agreements and obligations concerning airport operations and the placement and utilization of federally-owned equipment and aids to general aviation at the county's airport; and

WHEREAS, the FAA has requested the county execute an On-Airport Memorandum of Agreement (MOU) encompassing prior agreements and obligations concerning the Automated Surface Observing System (ASOS); the Glide Slope (GS) and the Localizer (LOC) access road and related land for the restrictive aerial easement area at the Oswego County Airport; and

WHEREAS, a resolution is both necessary and desirable,

NOW, THEREFORE, upon recommendation of the Infrastructure and Facilities Committee of this body, it is hereby,

RESOLVED, that the Chairman of the Legislature be, and is hereby, authorized to execute the annexed Memorandum of Agreement with United States Department of Transportation, Federal Aviation Administration.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:

ON-AIRPORT MEMORANDUM OF AGREEMENT (MOA)

Between

**THE UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION**

And

COUNTY OF OSWEGO, NEW YORK

**FAA CONTRACT NO: 69435Z-22-L-00090
ATID/FACILITY TYPE: FZY / ASOS/LOC/GS
LOCATION: FULTON, NEW YORK**

1. Preamble (09/2021) 6.1.1

This Memorandum of Agreement (MOA) for real property is hereby entered into by and between COUNTY OF OSWEGO, NEW YORK, hereinafter referred to as the Lessor and the United States of America, acting by and through the Federal Aviation Administration, hereinafter referred to as the FAA.

2. Definitions (09/2021) 6.1.1-1

For purposes of this document, the following definitions apply;

Contract- refers to this legal instrument used to acquire an interest in real property for the direct benefit or use by the FAA. As used herein, contract denotes the document (for example- lease, easement, memorandum of agreement, or other legally binding agreement) used to implement an agreement between a customer (buyer) and a seller (supplier).

Contractor- refers to the party(ies) receiving a direct procurement contract from the FAA and who is(are) responsible for performance of contract requirements. For purposes of this document, the contractor may also be called the Lessor, Permitter, Licensor, Grantor, Airport, or Offeror depending on the type of contract or the provision within the contract.

Government- refers to the United States of America acting by and through the Federal Aviation Administration (FAA). For purposes of this document, Government and FAA are interchangeable.

Real Estate Contracting Officer (RECO) - is a trained and warranted official who contracts for real property on behalf of the FAA. For purposes of this agreement, RECO is interchangeable with Contracting Officer (CO).

3. Superseding Contract (09/2021) 6.1.2-1

This contract supersedes DTFA05-01-L-16286 and DTFA05-01-L-16295 and all other previous agreements between the parties for the property described in this document.

4. Witnesseth (MOA) (09/2021) 6.1.3-1

Whereas, the parties listed above have entered into an Airport Improvement Grant Agreement; and

Whereas, the parties listed above have entered into an agreement providing for the construction, operation, and maintenance of FAA owned navigation, communication and weather aids for the support of Air Traffic Operations; and

Whereas, both parties agree the establishment, operation, and maintenance of systems for air traffic control, navigation, communication, and weather reporting is in the primary interest of safety and direct support of the ongoing operation of the Oswego County Airport; and

Whereas, the parties consider it desirable to work in cooperation with each other in the technical installation and operation of air navigational aids.

Now, therefore, the parties mutually agree as follows:

5. Purpose (09/2021) 6.1.5

It is understood and agreed that the use of the herein described premises shall be related to FAA's activities in support of the National Airspace System (NAS).

6. Legal Authority (09/2021) 6.2.1

This contract is entered into under the authority of 49 U.S.C. 106(l)(6) and (n), which authorizes the Administrator of the FAA to enter into contracts, acquisitions of interests in real property, agreements, and other transactions on such terms and conditions as the Administrator determines necessary.

7. On-Airport Land/MOA Term (09/2021) 6.2.3-1

To have and to hold, for the term commencing on October 1, 2021 and continuing September 30, 2041 inclusive.

8. Consideration (No Cost) (09/2021) 6.2.4-4

The Government shall pay the contractor no monetary consideration. It is mutually agreed that the rights extended to the Government herein are in consideration of the obligations assumed by the Government in its establishment, operation and maintenance of facilities upon the premises.

9. Termination (09/2021) 6.2.5

The Government may terminate this contract at any time, in whole or in part, if the Real Estate Contracting Officer (RECO) determines that a termination is in the best interest of the Government. The RECO shall terminate this contract by delivering a written notice specifying the effective date of the termination. The termination notice shall be delivered at least 30 days before the effective termination date. No costs shall accrue as of the effective date of termination.

10. Binding Effect (09/2021) 6.2.6

The provisions of this contract and the conditions herein shall be binding upon, and for the benefit of, the parties and their successors and assigns. In the event of any sale or transfer of ownership of

the property or any portion thereof, the Government will be deemed to have attorned to any purchaser, successor, assign, or transferee. The succeeding owner will be deemed to have assumed all rights and obligations of the contractor under this contract establishing direct privity of estate and contract between the Government and said succeeding owner, with the same force, effect, and relative priority in time and right as if the contract had initially been entered into between such succeeding owner and the Government.

11. FAA Facilities for MOA (09/2021) 6.2.7

The Airport will allow the FAA to construct, operate, and maintain FAA owned navigation, communication and weather aid facilities in areas on the Airport that have been mutually determined and agreed upon. The FAA facilities covered by this agreement are identified on the most current approved Airport Layout Plan (ALP) and/or other pertinent drawings that are made part of this Agreement by reference and shown on the attached FAA "List of Facilities."

A. Together with a right-of-way for ingress to and egress from the premises; a right-of-way for establishing and maintaining pole lines or underground lines for extending electrical power and/or telecommunications lines to the premises; including a right-of-way for subsurface power, communication and/or water lines to the premises; all rights-of-way to be over the area referred to as Oswego County Airport, to be routed reasonably determined to be the most convenient to the FAA and as not to interfere with Airport operations. The Airport shall have the right to review and comment on plans covering access and utility rights-of-way under this paragraph.

B. This contract includes the right to grading, conditioning, and installing drainage facilities, seeding the soil of the premises, and removing all obstructions from the premises that may constitute a hindrance to the establishment and maintenance of navigational aid systems. The Airport shall have the right to review and comment on plans covering work permitted under this paragraph.

C. The Government shall have the rights to make alterations, attach fixtures, and erect additions, structures or signs, in direct support of the Airport. The Airport shall have the right to review and comment on plans covering work permitted under this paragraph.

D. The Government shall also have the right to park, without cost, all official and privately owned vehicles used for the maintenance and operation of the air navigational facilities. Parking shall be provided adjacent to the navigational aid facility or as near as possible without interfering with the operation of the Airport.

12. RE Clauses Incorporated by Reference (09/2021) 6.3.0

This solicitation or contract, as applicable, incorporates by reference the provisions or clauses listed below with the same force and effect as if they were given in full text. Upon request, the RECO will make the full text available, or the full text may be obtained via internet at https://fast.faa.gov/RPF_Real_Property_Clauses.cfm.

- A. Officials Not To Benefit (09/2021) 6.3.0-2**
- B. Contracting Officer's Representative (09/2021) 6.3.0-4**
- C. Contingent Fees (09/2021) 6.3.0-5**
- D. Anti-Kickback Procedures (09/2021) 6.3.0-6**

13. Title to Improvements (09/2021) 6.3.5

Title to the improvements constructed for use by the Government during the life of this Agreement shall be in the name of the Government.

14. Funding Responsibility for FAA Facilities (09/2021) 6.3.6

The Contractor agrees that all Contractor requested relocation(s), replacement(s), or modification(s) of any existing or future FAA navigational aid or communication system(s) necessitated by Contractor improvements or changes will be at the expense of the Contractor. In the event that the Contractor requested changes or improvements interferes with the technical and/or operational characteristics of the FAA's facility, the Contractor will immediately correct the interference issues at the Contractor's expense. Any FAA requested relocation, replacement, or modifications shall be at the FAA's expense. In the event such relocations, replacements, or modifications are necessary due to causes not attributable to either the Contractor or the FAA, funding responsibility shall be determined by mutual agreement between the parties, and memorialized in a Supplemental Agreement.

15. Changes, Modifications (01/2022) 6.3.8-1

The RECO may at any time, by written order via Supplemental Agreement, make changes to this contract. The modification shall cite the subject contract, and shall state the exact nature of the modification. No oral statement by any person shall be interpreted as modifying or otherwise affecting the terms of this contract.

16. No Waiver (09/2021) 6.3.17

No failure by the Government to insist upon strict performance of any provision of this Contract or failure to exercise any right, or remedy consequent to a breach thereof, will constitute a waiver of any such breach in the future.

17. Non-Restoration (09/2021) 6.3.18

It is hereby agreed between the parties that, upon termination of its occupancy, including any holdover period, the Government shall have no obligation to restore and/or rehabilitate, either wholly or partially, the property that is the subject of this contract. It is further agreed that the Government may abandon in place any or all of the structures and equipment installed in or located upon said property by the Government during its tenure. Such abandoned equipment shall become the property of the contractor.

18. Quiet Enjoyment (09/2021) 6.3.25

damaged by fire or other casualty or if environmentally hazardous conditions are found to exist so that the premises is untenable as determined by the Government, the Government may agree to allow restoration/reconstruction, or may elect to terminate the contract, in whole or in part, immediately by giving written notice to the contractor.

19. Interference with FAA Operations (09/2021) 6.3.28-2

The Airport agrees not to erect or allow to be erected any structure or obstruction of any kind or to allow any natural growth that the Government determines would interfere with the proper operations of Government facilities.

The Airport agrees to keep areas around the Government's navigational aids mowed at all times to a height so that weeds and vegetation will not be an obstruction to such operation or maintenance of these facilities.

20. Hold Harmless (09/2021) 6.3.30

In accordance with and subject to the conditions, limitations and exceptions set forth in the Federal Tort Claims Act, 28 U.S.C. Ch. 17, the Government will be liable to persons damaged by any personal injury, death or injury to or loss of property, which is caused by a negligent or wrongful act or omission of an employee of the Government while acting within the scope of his office or employment under circumstances where a private person would be liable in accordance with the law of the place where the act or omission occurred. The foregoing shall not be deemed to extend the Government's liability beyond that existing under the Act at the time of such act or omission or to preclude the Government from using any defense available in law or equity.

21. Compliance with Applicable Laws (01/2022) 6.3.31-1

This Contract shall be governed by federal law. The Contractor shall comply with all applicable federal, state, and local laws. The Government will comply with all federal, state, and local laws applicable to and enforceable against it, provided that nothing in this lease shall be construed as a waiver of the sovereign immunity of the Government.

22. Notification of Change in Ownership or Control of Land (09/2021) 6.3.34

If the Contractor sells, dies or becomes incapacitated, or otherwise conveys to another party or parties any interest in the aforesaid land, rights of way thereto, and any areas affecting the premises, the Government shall be notified in writing, of any such transfer or conveyance within 30 calendar days after completion of the change in property rights. Concurrent with the written notification, the Contractor or Contractor's heirs, representatives, assignees, or trustees shall provide the Government copies of the associated legal document(s) (acceptable to local authorities) for transferring and/or conveying the property rights.

23. Integrated Agreement (09/2021) 6.3.36

This Contract, upon execution, contains the entire agreement of the parties, and no prior written or oral agreement, express or implied shall be admissible to contradict the provisions of this Contract.

24. Unauthorized Negotiating (09/2021) 6.3.37

In no event shall the Contractor enter into negotiations concerning the premises with anyone other than the RECO or his/her designee.

25. Disputes (01/2022) 6.3.39-1

Where possible, disputes will be resolved by informal discussion between the parties. In the event the parties are unable to resolve any disagreement through good faith negotiations, the dispute will be resolved upon joint agreement of management representatives from both parties. The decision is final unless it is timely appealed to the FAA Administrator, whose decision is not subject to further administrative review and, to the extent permitted by law, is final and binding.

26. Hazardous Substance Contamination (09/2021) 6.8.1

The FAA agrees to remediate, at its sole cost, all hazardous substance contamination on the FAA facility premises that is found to have occurred as a direct result of the installation, operation, relocation and/or maintenance of the FAA's facilities covered by this contract. The Contractor agrees to remediate at its sole cost, all other hazardous substance contamination found on the FAA facility premises. The Contractor also agrees to hold the FAA harmless for all costs, liabilities and/or claims by third parties that arise out of hazardous contamination found on the FAA facility premises that are not directly attributable to the installation, operation and/or maintenance of the facilities.

27. Cooperation with Defensive Counterintelligence Program Requirements (DCIP) (09/2021) 6.9.6

A. The FAA's Defensive Counterintelligence Program (DCIP) (AXI-310) detects, deters, and denies illicit human and technical intelligence collection activities as well as addressing other national security concerns. Such activities and concerns include, but are not limited to, activities conducted by, on behalf of, or otherwise supporting, foreign governments or elements thereof; entities or individuals that meet the definition of "foreign power" or "agent of a foreign power" in 50 U.S.C. § 1801; foreign organizations; foreign persons; international terrorist organizations or activities; or agents of any of the foregoing; or any other individuals or entities acting on behalf of, or otherwise in support of, any of the foregoing, against the FAA, its employees, facilities, equipment, systems, networks, operations, and information.

B. Consistent with FAA Order 1600.84 FAA Defensive Counterintelligence Program, the contractor is required to cooperate to the fullest extent possible in the following requirements:

- 1) Any authorized DCIP inquiry or Counterintelligence (CI) investigation connected with this contract requested by the FAA Office of Security and Hazardous Materials Safety (ASH) to include granting authorized ASH or outside investigative department or agency personnel access to contract information, records or contractor personnel;
- 2) All applicable FAA security requirements as required under the contract consistent with FAA policy and applicable Federal law;
- 3) When requested by the DCIP, and necessary to protect Controlled National Security Information (CNSI), Sensitive Unclassified Information (SUI), or otherwise protected information, contractor employees must sign a Defensive Counterintelligence Program Non-Disclosure Agreement (NDA) prior to being briefed on any information pertaining to a DCIP inquiry, CI investigation by another Department or Agency, or any other matter related to the DCIP. The NDA is located in Appendix C of the Order and in AMS Procurement Forms. Contractor employees are exempt from acknowledging any language in the NDA associated with unauthorized disclosure of received information that subjects FAA employees to personnel actions specified in the Human Resources Policy Manual (HRPM) Volume 4: Employee Relations ER-4.1 (4) and applicable collective bargaining agreements.
- 4) Contractors must first coordinate with the DCIP at ASH-CI-Notify@faa.gov before contacting any law enforcement or investigative agencies on any known or suspected counterintelligence or other national security concern described in Paragraph 1 of FAA Order 1600.84.
- 5) Contractors must notify the DCIP as soon as possible if any law enforcement or investigative agency contacts them directly on any matter covered by FAA Order 1600.84. If an employee receives a direct request from an outside law enforcement or investigative agency for evidence

related to a counterintelligence or other national security concern as described in Paragraph 1 of FAA Order 1600.84, the employee will refer the law enforcement or investigative agency to AXI-310.

6) Contractors must immediately notify the DCIP at ASH-CI-Notify@faa.gov, and the CO or their designee if their employees observe any of the following-

- a) Suspected or known acts of foreign intelligence collection activity against the FAA or its employees, systems, networks, operations, facilities, equipment, or information;
- b) Suspected or known espionage (See Appendix A of FAA Order 1600.84 for definition);
- c) Suspected or known unauthorized disclosure of CNSI, SUI, or otherwise protected information in the possession of the FAA by a FAA employee to a foreign government or element thereof, a foreign organization, an entity or individual that meets the definition of "foreign power" or "agent of a foreign power" in 50 U.S.C. § 1801, a foreign person, an international terrorist organization or activity, an agent of any of the foregoing, or any other individual or entity acting on behalf of or otherwise supporting any of the foregoing; or
- d) Suspected or known theft, unauthorized disclosure, or unauthorized amassing of CNSI, SUI, or otherwise protected information in the possession of the FAA known or suspected to be for the purpose of conveying it to a foreign government or element thereof, an entity or individual that meets the definition of "foreign power" or "agent of a foreign power" in 50 U.S.C. § 1801, a foreign organization, a foreign person, an international terrorist organization or activity, an agent of any of the foregoing, any other individual or entity acting on behalf of or otherwise supporting any of the foregoing, or an unknown recipient, or statements of intent by an FAA employee to engage in any such actions. SUI or otherwise protected unclassified information whose theft, unauthorized disclosure, or unauthorized amassing, for the purposes described in the preceding sentence, is of concern includes, but is not limited to:
 - i. Non-public information from an official FAA data network or information;
 - ii. Imagery;
 - iii. Technical specifications;
 - iv. Trade secrets;
 - v. Proprietary information;
 - vi. Sensitive Security Information (SSI); and
 - vii. Any other SUI
- e) Activities similar to those described in paragraphs b(6)(a)-(d) by, on behalf of, or otherwise supporting, potential lone wolf actors, malicious insiders, or transnational organizations of a national security concern.

If notification of the CO or their designee is not feasible owing to the CO and/or their designee being one of the suspicious actor(s), the contractor must notify the DCIP directly at the above email address if they observe any of the above activities.

7) Elicitation attempts. Elicitation is the strategic use of conversation to extract information from people without giving them the feeling they are being interrogated. It is a technique used to discreetly gather information. It is a conversation with a specific purpose: collect information that is not readily available and do so without raising suspicion that specific facts are being sought. The conversation can be in person, over the phone, or in writing.

Contractors must immediately notify the DCIP at ASH-CI-Notify@faa.gov, and the CO and/or their designee if their employees experience any known or suspected direct (e.g., personal encounter or

telephone) or indirect (e.g., electronic or written communication) elicitation or attempted elicitation of CNSI, SUI, or otherwise protected information in the possession of the FAA by any suspicious entity or person, regardless of ethnicity, nationality, or FAA employment status, as soon as possible, but no later than 12 hours after the time of the incident, initial detection, or receipt of report, as applicable, or the next business day if the incident, initial detection, or receipt of report, as applicable, occurs on a weekend or holiday. Contractors must report these incidents regardless of where, when, or how the contact took place, or whether the employee was on or off duty. Suspicious activities include, but are not limited to:

- a) Direct or indirect contact or communication with a known or suspected foreign or foreign-affiliated person, or an unknown or unfamiliar person, seeking access to or disclosure of any CNSI, SUI, or otherwise protected information in the possession of the FAA for which such person does not meet the applicable access requirements, or that is outside the scope of their official duties;
- b) Direct or indirect contact or communication with a known or suspected foreign or foreign-affiliated person, or an unknown or unfamiliar person, seeking specific information about an FAA employee's official duty responsibilities, work projects, access to information, security clearance, travel plans, coworkers' identities, or Information Technology (IT) system credentials for which such person does not meet the applicable access requirements, or that is outside the scope of their official duties;
- c) Direct or indirect contact, communication, or observance of a known or suspected foreign or foreign-affiliated person, or an unknown or unfamiliar person, seeking unauthorized access to FAA employees, equipment, operations, systems, information, facilities, or networks, including through a Personal Electronic Device (PED);
- d) Direct or indirect contact, communication, or observance of a known or suspected foreign or foreign-affiliated person, or an unknown or unfamiliar person, introducing, or seeking to introduce, unauthorized digital media or software into any FAA equipment, facilities, systems, or networks, including through a PED;
- e) Offers of compensation, gifts, or favors in exchange for FAA information or access to such information, regardless of medium; or access to FAA employees, equipment, operations, facilities, systems, or networks;
- f) Threats, attempts to coerce, or attempts to exploit any FAA employee by a known or suspected foreign or foreign-affiliated person, or by an unknown or unfamiliar person, in order to illicitly acquire FAA information or access to FAA employees, equipment, operations, facilities, systems, information, or networks;
- g) Solicitation by any person of FAA information for which they do not meet the applicable access requirements or that is outside the scope of their official duties;
- h) A request by any person for access to FAA employees, facilities, equipment, operations, systems, information, or networks for which they do not meet the applicable access requirements or that is outside the scope of their official duties; and
- i) Suspicious or unexplained contact by any person with an FAA employee, where the person has suspicious or unexplained knowledge of the employee.

Unless requested by ASH, contractors must not disclose an elicitation attempt of the nature described above, in any other manner than to report the attempt to the CO or their designee and request that they report it to the DCIP. If that is not feasible, or if the CO or their designee are the suspicious actor(s), contractors may make these reports directly to the DCIP at the above email address. Contractors must not take any actions on their own initiative, as doing so may interfere with

a DCIP inquiry or CI investigation.

c. Failure to cooperate with any of the activities under section (b) above may be considered by the FAA to be a material breach of the contract.

d. The Contractor is responsible for ensuring that the provisions of this clause flow down to its subsidiaries, subcontractors, and consultants performing this contract.

28. Notices (09/2021) 6.10.1

All notices/correspondence must be in writing, reference the Contract number **69435Z-22-L-00090**, and be addressed as follows:

TO THE CONTRACTOR:

County of Oswego, New York
Chairman of the Legislature
Oswego County
Legislature
46 Bridge Street
Oswego, New York 13126

TO THE GOVERNMENT:

Real Estate Contracting Division, AAQ-
910
Federal Aviation Administration
1701 Columbia Ave, 4th Floor, Real Estate
College Park, Georgia 30337-2714

29. Signature Block (09/2021) 6.10.3

This Contract shall become binding when it is fully executed by both parties. In witness whereof, the parties hereto have subscribed their names as of the date shown below.

COUNTY OSWEGO, NEW YORK

By: _____

James Weatherup
Chairman of the Legislature

Date: _____

UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

By: _____

Shirley A. Williams
Title: Real Estate Contracting Officer

Date: _____

ATTACHMENTS/EXHIBITS:

Number	Title	Date	Number of Pages
1	MOA LIST OF FACILITIES	12/29/2023	1
2	EXHIBIT A – SPECIAL STIPULATIONS	12/29/2023	1
3			
4			
5			

DATED December 29, 2023

LIST OF FACILITIES

MEMORANDUM OF AGREEMENT

69435Z-22-L-00090

OSWEGO COUNTY AIRPORT

<u>Number</u>	<u>Facility</u>	<u>R/W (ATID) Number</u>	<u>GSA Control Number</u>	<u>Comments</u>
1	ASOS	RW 33 (FZY)	36634	Previously Covered Under Lease Number DTFA05-01-L-16295. Commissioned on January 12, 1998
2	LOC	RW 15-33 (FZY)	36813	Previously Covered Under Lease Number DTFA05-01-L-16286, LAT Commissioned on August 14, 2000, containing 0.396 acres
3	GS	RW 15-33 (FZY)	36631	Previously Covered Under Lease Number DTFA05-01-L-16286, LAT Commissioned on October 14, 2000, containing 0.055 acres

EXHIBIT A

SPECIAL STIPULATIONS

SPECIAL STIPULATION IF REQUIRED FOR THE INSTALLATION AND/OR OPERATION OF AUTOMATED SURFACE OBSERVING SYSTEM (ASOS) UNDER THE TERM OF THIS LEASE.

- a. Lessor shall maintain vegetation to less than 10 inches in height within 100 feet of the FAA's ASOS site (s).
- b. Lessor shall notify FAA's airport operation maintenance office when construction or agricultural tilling, mowing, harvesting, etc., activity is scheduled or occurs that produces abnormal amounts of dust at the FAA's ASOS sensor equipment site(s).
- c. Lessor shall not construct adjacent to FAA's ASOS sensor(s) site, major paved surfaces, irrigated or drainage areas, or test/run-up facilities that may significantly alter temperature, humidity, or wind measurement.
- d. Lessor shall not create topographical surface changes (excavation or mounding) within 500 feet of ASOS sensor(s). Smooth and gradual surface changes are essential to representative wind measurement.
- e. Lessor agrees not to degrade wind speed/directional temperature/humidity measurements; electronically interfere with the UHF data-link line-of-sight between ASOS sensor site(s) and FAA's ASOS ACU processor; interrupt the steady supply of electrical power to the FAA ASOS sensor site(s) and ASOS processor.

CERTIFICATE OF ACKNOWLEDGMENT

STATE OF _____

COUNTY OF _____

On this _____ day of _____, 20____, before me, _____,
[insert notary name]

the undersigned Notary Public, personally appeared _____,
[insert name of individual who signed the agreement]

known to me to be the person whose name is subscribed to the foregoing instrument and

acknowledge that he/she executed the same for the purposes therein contained.

Notary Public Signature
Affix Seal Below

RESOLUTION NO.

March 14, 2024

**RESOLUTION AUTHORIZING BUDGETARY MODIFICATION DEPARTMENT
OF SOLID WASTE- TO ESTABLISH A CAPITAL PROJECT NO. 0324 FOR THE
BRISTOL HILL LANDFILL CELL #5 EXPANSION- SOLID WASTE
UNAPPROPRIATED FUND BALANCE TO CAPITAL PROJECT NO. 0324**

By Legislator Paul House:

WHEREAS, The Department of Solid Waste Landfill and Transfers requests the establishment of a new capital project No. 0324, with a transfer of funds from the Solid Waste unappropriated fund balance into capital project No. 0324 to complete the planned cell #5 expansion at the Bristol Hill landfill; 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.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE
YES: NO: ABSENT: ABSTAIN:



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: Establishment/Funding of a Capital Project No. 0324 Account - Bristol Hill Landfill Cell #5 Expansion

DATE: Feb 20, 2024

The Department of Solid Waste commissioned a site survey of landfill in 2023 to determine the fill rate of cell #4. It was found that cell #3 is almost at capacity, and cell #4 is filling faster than anticipated. This is due to various reasons; more bypass waste from the ERF (as we have had operational issues over the past 3 years that have increased ERF downtime), equipment issues at the landfill which affected our compaction rate, and bulky materials management to name a few.

We had the preliminary engineering and design for cell #5 done in late 2023 and put the project out to bid in early 2024. This was done to get the project underway for summer/fall of 2024. The schedule as of this writing is to have the cell ready to accept materials by Dec 2024. Along with this, the dept has invested in equipment to improve our compaction rates to prolong cell #4s ability to accept materials. This is an aggressive schedule, with the current flow rates, and an aging ERF, the Dept of solid waste needs to be ready. This also takes into consideration possible residential population increases and commercial/industrial enterprises with the future Micron Plant coming into Onondaga county.

This info memo requests the approval to establish a capital project No. 0324, fund the project from the Departments unappropriated fund balance, and construction of the cell. This will include project management, inspection, construction, final inspection, materials testing, and the final certifications to allow us to place waste in the cell.

The following is a summary of the costs, \$5,647,137.00 for cell construction. \$68,900.00 for the electrical work, \$38,700.00 for 2 testing wells required by the NYSDEC,(this includes

management, certifications and pumps for water sampling), \$359,000.00 for project management, inspections, approvals, final certification for material placement in cell, and \$10,000.00 for various testing of materials used in cell construction.

The total dollar amount is \$6,123,737.00 for the project. There is the potential for shredded tire material to be used as a portion of the aggregate in the cell construction. The material needs to be tested and pass certain criteria. As of this writing, the Dept of Solid waste is using the new slow speed shredder to produce various samples for testing over the next month. If the samples pass, and enough material can be obtained, a savings of \$246,241.00 could be realized for the project. This dollar amount is currently in the project, to keep the schedule on track. The Dept of Solid Waste will keep the appropriate parties informed as we move forward on this topic. If the savings can be realized, the monies saved would be returned to the Dept of Solid Waste Unappropriated Fund balance upon completion/closeout of the project.

**COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST**

ACCOUNT NUMBER			ACCOUNT NUMBER			DESCRIPTION	DOLLAR AMOUNT
ORG	OBJECT	PROJ	ORG	OBJECT	PROJ		
CL	159900					Solid Waste Unappropriated Fund Balance	(6,123,737.00)
			H	529000	0324	Cap Project Cell #5 Expansion	6,123,737.00
			</				

<i>David</i>	3524	DATE	3-5-24
COUNTY ADMINISTRATOR		CHAIRPERSON	

DATE	COUNTY TREASURER
------	------------------

***If Personnel Services are impacted**

RESOLUTION NO.

March 14, 2024

**RESOLUTION CLOSING CAPITAL PROJECT 0822 OF 2022 AND
AUTHORIZING \$7200 OF THE REMAINING FUNDS TO BE TRANSFERRED TO
PURCHASING DEPARTMENT'S OPERATING BUDGET**

By Legislator Stephen Walpole

WHEREAS, this body has previously approved Resolution Number 219 on September 15, 2022, for Capital Project No. 0822 Development and Implementation Contract Management System; and

WHEREAS, this body did increase this capital project in 2023 with \$14,550 and \$7500 respectively; and

WHEREAS, the implementation of the capital project is now complete, and ready to be closed out; and

WHEREAS, the Purchasing department will oversee the contract system and its cost and is requesting that \$7200 of the remaining funds from the capital project be transferred to the Purchasing department's operating budget to assist with these costs and the remaining \$4,264 be returned to general fund balance; and

NOW, upon recommendation of the Finance and Personnel Committee of this Legislature; be it

RESOLVED, that the county Treasurer be, and hereby is, authorized to close Capital Project 0822 and transfer the funds to the Purchasing department's budget and general fund balance 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.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:

OSWEGO COUNTY PURCHASING DEPARTMENT



County Office Building • 46 East Bridge Street • Oswego, NY 13126

Phone (315) 326-6050 Fax (315) 342-2468

Email: Holly.Carpenter@oswegocounty.com

Holly F. Carpenter
Purchasing Director

Cheyenne Kurtz
Assistant Buyer

Karla Robers
Buyer

TO: Phil Church
FROM: Holly F. Carpenter
DATE: March 4, 2024
RE: Budget Modification

SUBJECT: Budget Modification to close capital project 0822 and transfer remaining funds to the Purchasing Department operating budget and Appropriated Fund Balance.


PURPOSE: To cover operating expenses for the Contract Management System now that the system has been moved to the Purchasing budget.

SUMMARY: The capital project needs to be closed. Therefore, we would like to transfer \$7,200.00 to the Purchasing budget for the Contract Management System's annual support, hosting, and maintenance expenses and transfer the remaining funds to the Appropriated Fund Balance.

**COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST**

[illegible]

July 7, Carpenter 3/4/24 / DEPARTMENT HEAD DATE


COUNTY ADMINISTRATOR

***DIRECTOR OF HUMAN RESOURCES DATE**

***If Personnel Services are impacted**

RESOLUTION NO.

March 14, 2024

**RESOLUTION AUTHORIZING CAPITAL PROJECT CLOSURES AND
TRANSFER OF PROJECT BALANCES**

By Legislator Stephan Walpole:

WHEREAS this body has heretofore established the following Capital Projects which are complete and have balances totaling \$891,856.75.

CP 48 - Fire School Training Prop Upgrade - \$3632.00 - UFB
CP 107 - Aircraft Apron Rehabilitation - \$53,527.55 – UFB
CP 110 – 2019 IT Initiatives - \$598.93 – CR145
CP 169 – Pekin Road Bridge over Salmon River - \$511,230.72 - UFB
CP A0120 - Rehab Runway 6 – 24 - \$3,203.33 – UFB
CP B0320-Caughdenoy Rd Bridge over Oneida River-\$268,993.86
CR#16
CP C0420 - Oil Water Separators- \$15,761.65 – UFB
CP 0321 – Highway Equipment - \$0
CP C0121 – OCH Circulating Pump Replacement - \$0
CP 0922 – Electronic Health Record System – \$0
CP 1022 – Correctional Facility Portable Radios - \$25,804.27 - UFB
CP E0122 – B & G Vehicles – \$1,099.61 – CR#146
CP T0222 – Pictometry - \$59.08 – CR# 145
CP 0723 – Airport HVAC - \$0
CP E0223 – B & G Vehicles 2023- \$7,945.75 – CR#146

NOW, upon recommendation of the Finance and Personnel Committee, be it

RESOLVED, that the Treasurer is hereby authorized to appropriate and close Capital Projects No.48, No.107, No. 169, No.A0120, No.C0420, and No.1022 and transfer remaining balances totaling \$613,159.52- to Unappropriated Fund Balance - General as shown on the attached budget modification request; and be it further

RESOLVED, that the Treasurer is hereby authorized to appropriate and close Capital Project No.110 and No.T0222 and transfer remaining balance totaling \$658.01 to Capital Reserve No. 145 - Technology as shown on the attached budget modification request; and be it further

RESOLVED, that the Treasurer is hereby authorized to appropriate and close Capital Project No.B0320 and transfer remaining balance totaling \$268,993.86 to Capital Reserve No. 16 Bridges as shown on the attached budget modification request; and be it further

RESOLVED, that the Treasurer is hereby authorized to appropriate and close Capital Projects No.E0122 and No.E0223 and transfer remaining balance totaling \$9,045.36 to

Capital Reserve No. 146 – Highway and Automotive Equipment as shown on the attached budget modification request; and be it further

RESOLVED, that the Treasurer is hereby authorized to appropriate and close Capital Projects No. 0321, No. C0121, No. 0922 and No. 0723 with remaining balances of \$-0; and be it further

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

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:



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
Phillip R. Church, County Administrator

To: Oswego County Legislature
From: Philip Church, County Administrator
Date: Feb. 29, 2024
Re: Budget Modification – CP closures

SUBJECT:

Closure of completed capital projects.

BACKGROUND: As part of the process of developing the annual capital plan, this office reviews the status of all existing capital projects and identifies those that are finished and can be closed. Unexpended monies in these capital projects must be returned to their source fund.

FISCAL IMPACT: This Resolution will close 15 capital projects and return \$613,159.52 to general unappropriated fund balance; \$658.01 to the Technology Reserve; \$268,993.86 to the Bridge Reserve; and \$9,045.36 to the Highway & Automotive Equipment Reserve, totaling \$891,856.75.

RECOMMENDATION:

Approve this budget modification closing the completed capital projects indicated on the attached Resolution.

**COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST**

ACCOUNT NUMBER		ACCOUNT NUMBER		DESCRIPTION	DOLLAR AMOUNT
ORG	OBJECT	PROJ	ORG	OBJECT	PROJ
H	599014	48		Fire School Training Prop Upgrade	(3,632.00)
H	599014	107		Airport Apron Rehabilitation	(53,527.55)
H	599014	A0120		Rehab Runway 6 - 24	(3,203.33)
H	599014	C0420		Oil Water Separators	(15,761.65)
H	599014	1022		Correctional Facility Portable Radios	(25,804.27)
			A	General Fund Unappropriated Fund Balance	101,928.80
H	599014	110		2019 IT Initiatives	(598.93)
H	599014	T0222		Pictometry	(59.08)
			A	Capital Reserve No. 145 Technology	658.01

NA

DEPARTMENT HEAD

DATE

3824

COUNTY ADMINISTRATOR

DATE

3/7/24

*DIRECTOR OF HUMAN RESOURCES

DATE

CHAIRPERSON

DATE

*If Personnel Services are impacted

COUNTY TREASURER

DATE

COUNTY OF OSWEGO

ACCOUNT NUMBER			ACCOUNT NUMBER			DESCRIPTION	DOLLAR AMOUNT
ORG	OBJECT	PROJ	ORG	OBJECT	PROJ		
H	599014	169				Pekin Road Bridge over Salmon River	(511,230.72)
			A	159900		General Fund Unappropriated Fund Balance	511,230.72
H	599014	B0320				Caughdenoy Rd Bridge over Oneida River	(268,993.86)
			A	450310	16	Capital Reserve No. 16 - Bridges	268,993.86
H	599014	E0122				B & G Vehicles 2022	(1,099.61)
H	599014	E0223				B & G Vehicles 2023	(7,945.75)
						Capital Reserve No. 146 Highway and Automobile Equipment	9,045.36

2A

DEPARTMENT HEAD

DATE _____

524

COUNTY ADMINISTRATOR

DATE _____

3/7/24

CHAIRPERSON

DATE _____

COUNTY TREASURER

DATE _____

***DIRECTOR OF HUMAN RESOURCES**

DATE _____

***If Personnel Services are impacted**