

**RESOLUTIONS FOR THE OSWEGO COUNTY LEGISLATURE
DECEMBER 9, 2021**

- 274 A RESOLUTION ADOPTING COUNTY OF OSWEGO "A LOCAL LAW NO. 2 ESTABLISHING THE OFFICE OF THE OSWEGO COUNTY PUBLIC DEFENDER"
- 275 RESOLUTION FIXING THE TIME AND PLACE FOR THE 2022 ORGANIZATIONAL MEETING
- 276 RESOLUTION RENEWING LEASE WITH OPERATION OSWEGO COUNTY, INC. FOR THE BOARD OF ELECTIONS
- 277 A RESOLUTION APPOINTING A DIRECTOR OF THE REAL PROPERTY TAX SERVICE AGENCY IN AND FOR THE COUNTY OF OSWEGO PURSUANT TO REAL PROPERTY TAX LAW §1530
- 278 RESOLUTION AUTHORIZING THE RECLASSIFICATION OF ONE POSITION IN THE REAL PROPERTY DEPARTMENT
- 279 RESOLUTION APPROVING AND CONFIRMING THE SALE AND TRANSFER OF CERTAIN FORECLOSED TAX PROPERTY PURSUANT TO RPTL §1166
- 280 RESOLUTION APPOINTING CERTAIN INDIVIDUALS TO THE OSWEGO COUNTY LAND BANK CORPORATION BOARD OF DIRECTORS
- 281 RESOLUTION AUTHORIZING BUDGETARY MODIFICATION DEPARTMENT OF BOARD OF ELECTIONS TO MOVE MONEY TO PAY FOR GENERAL ELECTION DAY BALLOTS, POLL SITE NOTICE AND CANDIDATE NOTICE
- 282 RESOLUTION AUTHORIZING BUDGETARY MODIFICATION SHERIFF'S OFFICE FY2021 OPERATION STONEGARDEN (OPSG) PROGRAM
- 283 RESOLUTION AUTHORIZING BUDGETARY MODIFICATION SHERIFF'S OFFICE MODIFICATION TO ACCEPT GRANT 10/1/2021 TO 9/30/2022 (SELECTIVE TRAFFIC ENFORCEMENT PROGRAM)
- 284 RESOLUTION AUTHORIZING THE CHAIRMAN OF THE OSWEGO COUNTY LEGISLATURE TO ENTER INTO AN AGREEMENT WITH NEW YORK STATE FOR THE 2022 STOP-DWI PROGRAM
- 285 RESOLUTION INCREASING PROBATION REVENUE AND EXPENDITURE BUDGET LINES FOR (JRISC) SERVICES

- 286 RESOLUTION AUTHORIZING THE RETENTION OF AN AUDITOR REGARDING DRUG TASK FORCE ACCOUNTS
- 287 RESOLUTION AWARDING PROFESSIONAL SERVICES CONTRACT – RFP 21-YB-001 CAMP HOLLIS
- 288 RESOLUTION AWARDING PROFESSIONAL SERVICES CONTRACT – RFP 21-YB-002 INDEPENDENCE (SITHE) TRAIL
- 289 A RESOLUTION ESTABLISHING CAPITAL PROJECT NO. 0721 CAMP HOLLIS RENOVATIONS
- 290 RESOLUTION AUTHORIZING BUDGET MODIFICATION TO ACCEPT AMERICAN RESCUE PLAN ACT FUNDING – OFFICE FOR THE AGING
- 291 RESOLUTION AUTHORIZING BUDGET MODIFICATION TO ACCEPT HEALTH INSURANCE INFORMATION, COUNSELLING AND ASSISTANCE STIPEND PROGRAM GRANT – OFFICE FOR THE AGING
- 292 RESOLUTION AWARDING PROFESSIONAL SERVICES CONTRACT – RFP 21-OFA-004 - DOOR TO DOOR SENIOR TRANSPORTATION
- 293 RESOLUTION AUTHORIZING CREATION OF A NEW CHECKING ACCOUNT IN THE DSS BUDGET FOR MANDATORY WITNESS FEES/MILEAGE
- 294 RESOLUTION AUTHORIZING BUDGET MODIFICATION DEPARTMENT OF SOCIAL SERVICES TO TRANSFER FUNDS
- 295 RESOLUTION AUTHORIZING THE COUNTY ATTORNEY’S OFFICE TO INITIATE LITIGATION AGAINST ATTIS ETHANOL FULTON, LLC PURSUANT TO GENERAL MUNICIPAL LAW §874(6) REGARDING A DEFAULTED OSWEGO COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY PILOT AGREEMENT
- 296 RESOLUTION PURSUANT TO SECTION 120 OF THE NEW YORK STATE AGRICULTURE AND MARKETS LAW AUTHORIZING THE CHAIRMAN TO IMPOSE A DOG QUARANTINE IN THE COUNTY OF OSWEGO
- 297 RESOLUTION ALLOCATING HOTEL OR MOTEL OCCUPANCY TAX REVENUES AND PROVIDING DISTRIBUTION OF OCCUPANCY TAX REVENUES FOR 2022
- 298 RESOLUTION AUTHORIZING BUDGETARY MODIFICATION DEPARTMENT OF COMMUNITY DEVELOPMENT, TOURISM AND PLANNING, PUBLIC TRANSPORTATION FUNDS

- 299 RESOLUTION AUTHORIZING THE CHAIRMAN TO ENTER INTO A DATA SHARING AGREEMENT WITH THE TUG HILL COMMISSION
- 300 RESOLUTION TO ACCEPT LHD COVID-19 VACCINATION RESPONSE (CVDVAX) FUNDING FROM NEW YORK STATE DEPARTMENT OF HEALTH
- 301 RESOLUTION TO ACCEPT EPIDEMIOLOGY & LABORATORY CAPACITY (ELC) ENHANCED DETECTION FUNDING FROM HEALTH RESEARCH, INC
- 302 RESOLUTION AWARDING PROFESSIONAL SERVICES CONTRACT – RFP 21-HLTH-002 HOSPICE PRESCRIPTION SERVICE
- 303 RESOLUTION TO ACCEPT NEW YORK STATE PUBLIC HEALTH CORPS FELLOWSHIP PROGRAM FUNDING
- 304 RESOLUTION AUTHORIZING THE ACQUISITION OF CERTAIN LANDS COMPRISING WEST FIFTH STREET ROAD UNDER NEW YORK STATE HIGHWAY LAW §118 FOR THE EXTENSION OF COUNTY ROUTE 25
- 305 RESOLUTION AWARDING PROFESSIONAL SERVICES CONTRACT – RFP 21-HW-001 CONSULTANT AUDIT
- 306 RESOLUTION AUTHORIZING PURCHASE OF EQUIPMENT
- 307 A RESOLUTION AUTHORIZING THE CHAIRMAN TO EXECUTE AN AGREEMENT BETWEEN THE COUNTY OF OSWEGO AND LYDALL PERFORMANCE MATERIALS, INC.
- 308 RESOLUTION INCREASING CAPITAL PROJECT #92 CR 38 BRIDGE REPLACEMENT OVER NORTH BRANCH LITTLE SALMON RIVER
- 309 RESOLUTION REESTABLISHING PREQUALIFIED LISTS OF CERTAIN PROFESSIONAL SERVICE FIRMS
- 310 RESOLUTION TO INCREASE CAPITAL RESERVE 16 – BRIDGES; CAPITAL RESERVE 18 – ROAD CONSTRUCTION; CAPITAL RESERVE 21 – BUILDING RENOVATIONS; CAPITAL RESERVE 195 – SILK ROAD REMEDIATION; CAPITAL RESERVE 145-TECHNOLOGY; CAPITAL RESERVE 146-HIGHWAY AND AUTOMOTIVE EQUIPMENT
- 311 RESOLUTION TRANSFERRING ACCOUNTS AND PROPERTY OF THE DRUG TASK FORCE FROM THE OFFICE OF THE DISTRICT ATTORNEY TO THE OFFICE OF SHERIFF

- 312 RESOLUTION OPPOSING THE NEW YORK ENERGY RESEARCH AND DEVELOPMENT AUTHORITY (NYSERDA) PROPOSAL TO FACILITATE THE SITING OF WIND TOWERS (GREAT LAKES OFFSHORE WIND PROJECT) IN LAKE ONTARIO
- 313 RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT WITH THE CSEA COUNTY OF OSWEGO OFFICE PERSONNEL UNIT
- 314 RESOLUTION ESTABLISHING SALARY SCHEDULE FOR COMMISSIONERS OF THE BOARD OF ELECTIONS PURSUANT TO NEW YORK STATE ELECTIONS LAW §3-208
- 315 RESOLUTION AUTHORIZING EXECUTION OF SUPPLEMENTAL CONSULTANT AGREEMENT No.: 1 WITH C&S ENGINEERS, INC. NYS DEPARTMENT OF TRANSPORTATION Project No.: 3904.03; K007426 10 Bay T-Hangar Construction Administration & Observation
- 316 A RESOLUTION ADOPTING COUNTY OF OSWEGO LOCAL LAW NUMBER 3 OF 2021 "A LOCAL LAW PROVIDING FOR THE SALARIES OF CERTAIN COUNTY OFFICERS OF THE COUNTY OF OSWEGO"
- 317 RESOLUTION AUTHORIZING AND RATIFYING A MEMORANDUM OF UNDERSTANDING BY AND BETWEEN THE COUNTY OF OSWEGO AND THE OSWEGO COUNTY PROFESSIONALS ASSOCIATION, INC.
- 318 RESOLUTION ADOPTING COUNTY BUDGET FOR THE FISCAL YEAR COMMENCING JANUARY 1, 2022
- 319 RESOLUTION MAKING APPROPRIATION FOR THE CONDUCT OF COUNTY GOVERNMENT FOR THE FISCAL YEAR COMMENCING JANUARY 1, 2022
- 320 RESOLUTION APPROPRIATING FUNDS IN THE 2022 BUDGET IN REGARD TO FULL FUNDED GRANT PROJECTS
- 321 RESOLUTION INCREASING EXISTING APPROPRIATIONS FOR VARIOUS FUNDS IN SEVERAL OFFICES AND DEPARTMENTS
- 322 RESOLUTION AUTHORIZING CHAIRMAN AND CLERK TO HANDLE ALL UNFINISHED BUSINESS THROUGH DECEMBER 31, 2021

RESOLUTION NO. 274

**A RESOLUTION ADOPTING COUNTY OF OSWEGO "A LOCAL LAW NO. 2
ESTABLISHING THE OFFICE OF THE OSWEGO COUNTY PUBLIC
DEFENDER"**

By Legislator David Holst:

WHEREAS, a public hearing was held on November 10, 2021 and all interested parties having had an opportunity to be heard,

NOW, upon the recommendation of the Government Courts & Consumer Affairs Committee of this body, be it

RESOLVED, that Local Law Number 2 of the year 2021 entitled "**A LOCAL LAW ESTABLISHING THE OFFICE OF THE OSWEGO COUNTY PUBLIC DEFENDER**" be and is hereby adopted and will become effective in accordance with the provisions of Municipal Home Rule Law §24.

ADOPTED BY VOICE VOTE ON DECEMBER 9, 2021:

YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0

COUNTY OF OSWEGO
PROPOSED LOCAL LAW 2 OF 2021
A LOCAL LAW ESTABLISHING THE OFFICE OF THE OSWEGO COUNTY
PUBLIC DEFENDER

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

Section 1: PURPOSE AND INTENT.

The County of Oswego, through the County Legislature, recognizes its responsibility in providing quality publicly supported legal representation to indigent persons under the County Law. To that end, the Legislature seeks to create the Oswego County Public Defender's Office, and it is the intent of this Local Law to establish a framework to achieve that goal in accordance with the laws of the State of New York.

Section 2: PUBLIC DEFENDER: QUALIFICATIONS; APPOINTMENT; TERM.

Effective January 1, 2022, there shall be an Office of the Oswego County Public Defender created and established. The Public Defender shall be appointed by the County legislature for a (2) two-year term; the initial term of office may be less depending on time of appointment so that the term of office coincides with the term of the County Legislature. The Public Defender shall be directly responsible to the County Legislature and shall have graduated from an ABA accredited law school with a law degree. S/he shall be admitted to the practice of law in the State of New York in good standing and shall be continuously admitted thereto during the term of office. S/he shall have at least (10) ten years' experience as a practicing attorney in the field of criminal law and or in Family Court, at least three years of which shall have involved trial practice. The Public Defender shall hold no other public or political office, shall devote working full-time to the County and shall be a resident of the County of Oswego during the term of office.

Section 3: GENERAL POWERS.

- A. The Public Defender shall, as herein provided, act as representative of the County of Oswego in the provision of legal services to the indigent of the County.
- B. 1. The Public Defender shall represent, without charge at the request of an indigent defendant, or by order of the court with the consent of the defendant, each indigent defendant who is charged with a crime as defined in Section 722-a of the County Law in the county in which such Public Defender serves. The term "crime" shall mean a felony, misdemeanor, or the breach of any law of this state or of any law, local law or ordinance of a political subdivision of this state, other than one that defines a "traffic infraction," for which a sentence to a term of imprisonment is authorized upon conviction thereof. When representing an indigent defendant, the Public Defender shall counsel and represent defendant at every stage of the proceedings following arrest, shall initiate such proceedings as in his/her judgment are necessary to protect the rights of the accused, and may, in his/her discretion, prosecute any appeal, if in his/her judgment the facts and circumstances warrant such appeal.
2. The Public Defender shall also represent, without charge, in a proceeding in Family Court or Surrogate's Court in the county or counties where such public defender serves, any person entitled to counsel pursuant to Section 262 and Section 1120 of the Family Court Act, and Section 407 of the Surrogate's Court Procedure Act, or any person entitled to counsel pursuant to Article 6-C of the Correction Law, or other related matters under County Law Article 18-A who is financially unable to obtain counsel. When representing such person, the public defender shall counsel and represent him at every stage of the proceedings, shall initiate such proceedings as in the judgment of the public defender are necessary to protect the rights of such person, and may prosecute any appeal when, in his judgment the facts and circumstances warrant such appeal.
- C. In addition, the Public Defender may assign professional, technical, and clerical personnel in the investigation, preparation, conduct and appeal in any court proceedings involving indigent defendants. The Public Defender shall be responsible for the management and operation of the Public Defender's Office in accordance with sound management principles, 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 Public Defender's duties shall include but not be limited to:

1. Developing, managing, and submitting budgets for approval by the County Administrator and County Legislature;
2. Appointing, hiring, laying-off, suspending, disciplining and/or removing any person employed in the Public Defender's Office in accordance with Civil Service Law and/or collective bargaining units;
3. Establishing and overseeing office policies;
4. Preparing statistical and other reports as required by the State of New York Office of Indigent Legal Services, the County Legislature for presentation to the community, the Courts, and any other appropriate entity;
5. Representing indigent defendants charged with crimes and in other proceedings in local criminal courts, County Court, Surrogate's Court, Family Court and Supreme Court, state Appellate Courts and Sex Offender Registration Act (SORA) matters;
6. Overseeing investigations concerning cases handled by the office;
7. Assigning professional, technical and/or clerical personnel to assist in the cases;
8. Apply for, manage and administer state and federal grant funds pertaining to the office; and
9. Such other and further powers and duties as required by law or as required by the County Legislature.

SECTION 4: POWERS OF APPOINTMENT AND REMOVAL.

Subject to the limitations of the Civil Service Law, the Public Defender is vested with the power and authority to appoint, supervise, discipline, and remove assistant public defenders and employees, and assign and re-assign powers and duties to such employees, consistent with the laws of the State of New York. Pursuant to Section 716 of Article 18-A of the County Law, the Public Defender may appoint a Deputy Public Defender and as many assistant attorneys, clerks, investigators, stenographers, and other employees as s/he may deem necessary, subject to the authorization of the County Legislature. The Deputy Public Defender and assistant attorneys shall be in the exempt class of the civil

service. The Public Defender shall appoint such deputy and assistant attorneys, whom shall serve at his or her pleasure.

SECTION 5: REMOVAL OF THE PUBLIC DEFENDER.

A. Grounds for Removal. As maintaining the quality of indigent legal defense is critical to the County of Oswego, the Courts and those individuals represented by the Office of the Public Defender, the Public Defender shall be subject to removal by the County Legislature for any of the following reasons:

1. Ineligibility to hold or maintain holding such office (e.g. suspended law license).
2. Malfeasance, misfeasance, or non-feasance in office.
3. Conviction of a crime or of a misdemeanor involving moral turpitude, or violation of the oath of office.
4. Failure to perform his or her duties as provided by this Local Law in an honorable, competent, and reasonably efficient manner; or
5. In the event the Public Defender becomes morally, physically, or mentally unfit to act on behalf of the County.

B. Procedures for Removal.

If the Public Defender is to be removed pursuant to this section, prior thereto the Public Defender shall be given a written statement of the reasons alleged for the proposed removal and opportunity to be heard in an executive session of the County Legislature before the County Legislature prior to the date on which the proposed removal is to take effect. The Public Defender shall have the right to an administrative hearing before a neutral hearing officer to be selected by the County Legislature who shall not be a county officer or employee during which a stenographic transcript shall be kept. The report of said hearing officer shall be advisory only upon the County Legislature which shall vote upon the removal in public session. Pending such hearing, the County Legislature may suspend the Public Defender from office provided that the period of suspension shall not exceed thirty (30) days. Any determination shall be reviewable in an Article 78 proceeding. Removal shall not be required where the office becomes vacant by operation of law (e.g. conviction of a felony, non-county resident).

- C. **Holdover Provisions.** For purposes of this local law, the failure of the County Legislature to reappoint an incumbent Public Defender to a new term of office shall not be deemed a removal or suspension of said Public Defender. The Public Defender shall continue as a holdover in office with full authority to act and receive compensation until his or her successor is appointed and qualified.
- D. **Assigned Counsel Plan Continued.** Nothing herein shall be construed as abolishing the county's Assigned Counsel Plan which is continued and shall remain available for conflicts of interest once the Office of Public Defender is fully functioning.

SECTION 6: CLASSIFICATION; SALARY

Pursuant to Municipal Home Rule Section 10, the Public Defender shall be placed in the unclassified service. The Public Defender shall have a salary set by the County Legislature in the annual budget or by resolution at time of appointment. The Public Defender shall enjoy the benefits of the Management Compensation Plan.

SECTION 7: CONFIDENTIAL SECRETARY.

The County Legislature may create the position of confidential secretary to the Public Defender. Such position shall be in the exempt class of the Civil Service. The Public Defender shall appoint such confidential secretary, whom shall serve at his or her pleasure.

SECTION 8: SEVERABILITY.

If any clause, sentence, paragraph, section, subdivision, or other part of this local law, as written or in its application, shall be inconsistent with any federal or state statute, law, regulation or rule then the federal or state statute, law, regulation, or rule shall prevail. If any clause, sentence, paragraph, section, subdivision, or other part of this local law or its application shall be adjudged by a Court of competent jurisdiction to be invalid or unconstitutional, such order, judgment or legislation shall not affect, impair, or invalidate the remainder of the local law which shall remain in full force and effect except as limited such order or judgment.

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 (35) of Title 6 of the New York Code of Rules and Regulations (6 NYCRR) and within the meaning of Section 8-0109(2) of the New York State Environmental Conservation Law as a promulgation of regulations, rules, policies, procedures, and legislative decisions in connection with continuing agency administration, management and information collection. The Clerk of the Legislature is hereby directed to circulate any appropriate SEQRA notices of determination of non-applicability or non-significance as, may be necessary, in accordance with this local law.

SECTION 10: 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. 275

**RESOLUTION FIXING THE TIME AND PLACE FOR THE 2022
ORGANIZATIONAL MEETING**

By Legislator David Holst:

With the approval and recommendation of the Government, Courts and Consumer Affairs Committee of this body, be it

RESOLVED that the Oswego County Legislature shall organize the body and select a Chairman on Thursday, January 6, 2022 at 2:00 p.m. at the Chambers of the Oswego County Legislature in the County Office Building, 46 East Bridge Street, Oswego, New York 13126.

ADOPTED BY VOICE VOTE ON DECEMBER 9, 2021:

YES: 22 NO: 2 ABSENT: 1 ABSTAIN: 0

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 276

**RESOLUTION RENEWING LEASE WITH OPERATION OSWEGO COUNTY,
INC. FOR THE BOARD OF ELECTIONS**

By Legislator David Holst:

WHEREAS, the County of Oswego is exploring an alternate location for the Board of Elections; and

WHEREAS, it is necessary to renew the current lease to continue to allow the Board of Elections to operate until the alternate location is ready; and

WHEREAS, a resolution is both necessary and desirable,

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

RESOLVED, that the Chair of the Legislature be and is hereby authorized to execute the annexed lease renewal agreement

ADOPTED BY VOICE VOTE ON DECEMBER 9, 2021:
YES: 22 NO: 2 ABSENT: 1 ABSTAIN: 0

OSWEGO COUNTY LEGISLATURE

L. Michael Treadwell, CEcD
Executive Director



44 West Bridge Street
Oswego, NY 13126
315-343-1545

Fax: 315-343-1546
email: ooc@oswegocounty.org
www.oswegocounty.org

Operation Oswego County

An Economic and Job Development Corporation Serving Oswego County, NY

OSWEGO COUNTY BUSINESS EXPANSION CENTER LEASE AGREEMENT (One-Year Extension)

This Agreement, extending a current Lease Agreement further described herein, is made effective the 1st day of January, 2022 between **OPERATION OSWEGO COUNTY, INC. (OOC)** of 44 West Bridge Street, Oswego, New York 13126 (the "Landlord") and **COUNTY OF OSWEGO** of 46 East Bridge Street, Oswego, New York 13126 (the "Tenant").

NOW, THEREFORE, it is agreed hereto by and between the parties as follows:

1. **Current Lease.** Landlord and Tenant entered into a Lease Agreement commencing on January 1, 2021 and ending on December 31, 2021; a copy of the Lease Agreement is attached to and made part of this Agreement (the "Current Lease.")
2. **Extension of Current Lease.** Landlord and Tenant desire to extend the current Lease Agreement for a period of one year, commencing January 1, 2022, and ending on December 31, 2022, unless sooner terminated pursuant to the provisions of the Current Lease. The terms and conditions contained in the Current Lease shall be extended in full, unless otherwise stated herein.
3. **Entire Agreement.** This Lease contains the entire agreement of the parties.
4. **Modifications.** This Lease may not be modified except in writing executed by both parties.
5. **No Waiver.** No provision of this Lease shall be effectively waived unless in writing signed by Landlord. The failure of Landlord to seek redress for a violation of this Lease, or to insist upon the Tenant's performance of any provision of this Lease, shall not preclude Landlord from seeking redress for a subsequent violation or from insisting upon Tenant's subsequent performance.
6. **Notices.** Any notice, demand, or request, required or agreed to be given hereunder by either party, shall be sufficiently given or served if in writing and signed by the party giving it, and mailed to the party to be notified as follows:

To Landlord: Operation Oswego County, Inc.
44 W. Bridge St.
Oswego, NY 13126
Attn: Executive Director

To Tenant: County of Oswego
46 East Bridge Street
Oswego, NY 13126
Attn: County Attorney

or to such other address as Landlord and Tenant, respectively may from time to time designate by giving notice thereof in writing. Service shall be complete upon mailing, except in the case of a notice to change an address in which case service shall be complete when notice is received by the addressee.

The parties have executed this Lease effective the date first above stated.

OPERATION OSWEGO COUNTY, INC.

By: _____
Ellen Holst, President

COUNTY OF OSWEGO

By: _____
James Weatherup, Chairman

RESOLUTION NO. 277

A RESOLUTION APPOINTING A DIRECTOR OF THE REAL PROPERTY TAX SERVICE AGENCY IN AND FOR THE COUNTY OF OSWEGO PURSUANT TO REAL PROPERTY TAX LAW §1530

By Legislator David Holst:

WHEREAS, the position of Director of Real Property Tax Services is presently vacant due to the retirement of the former director; and

WHEREAS, by law, a candidate should be appointed on the basis of his knowledge of principles and methods relating to the assessment of real property and his executive and administrative experience and no person shall be eligible for appointment as director unless he meets the minimum qualification standards established for such office by the Commissioner of Taxation and Finance under RPTL §1530(3).

WHEREAS, the county has conducted a search for a new director and has located a suitable and qualified candidate; and

WHEREAS, a resolution is both necessary and desirable,

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

RESOLVED, that Corey Metz of the Town/City of Oswego, NY be and hereby is appointed as Director of Real Property Tax Services in and for the County of Oswego pursuant at Salary Grade SG50, Step 6 (\$65,329) for a term expiring on September 30, 2025; and, it is further

RESOLVED, that the Director of Real Property Tax Services shall obtain from the NYS Commissioner of Taxation and Finance a certificate of attendance at orientation within one (1) month of appointment under RPTL §1530(3)(c), if he has not done so already, and cause same to be filed with the Office of the Oswego County Clerk; and, it is further

RESOLVED, that the Director of Real Property Tax Services shall also file a certificate of any interim or permanent certification under RPTL §1530(3)(d) with the Oswego County Clerk as required by law.

ADOPTED BY CONSENT VOTE ON DECEMBER 9, 2021:
YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0

LEGISLATURE
COUNTY
OSWEGO

Corey Metz

Real Property Systems Administrator at Oswego County

EXPERIENCE

Oswego County Real Property Tax Service, Oswego, NY - Real Property Systems Administrator

JANUARY 2019 - PRESENT | Full Time (Salaried, 35 hours weekly)

- **Supervision and training:** authority to supervise other Real Property staff and to act as Department Head in the absence of the Director, train departmental staff, and conduct training for local Assessors and Boards of Assessment Review.
- **Database administration:** perform regular updates on the RPSv4 database server, batch file maintenance, backups, and SQL scripting.
- **GIS System Administration:** administrator of the GIS system for Oswego County (ESRI Arcgis) as well as serving as an expert GIS consultant for 911, Information Technology, Planning, and other County government organizations.
- **GIS Program Development:** develop, maintain, and expand the GIS offerings of Oswego County, including web based mapping applications for local governments, professional organizations, and the general public.
- **Server administration:** including local and online hosted Arcgis Portal/server software, Citrix servers for local Assessors, Microsoft Access and SQL Server, Windows servers 2008/2012, and SQLAnywhere 12.

Oswego County Real Property Tax Service, Oswego, NY - Data Coordinator

OCTOBER 2016 - JANUARY 2019 | Full Time (Hourly, 35 hours weekly)

- **Report writing:** including the extract of real property data for the production of the annual assessment and tax rolls, GIS metadata, and creating custom reports from database tables.
- **Tax Billing:** coordinated the tax billing process for all real property taxes (County, City, Town, Village, and School District taxes).
- **Title Research:** researched land title to determine parcel ownership for cadastral tax mapping.
- **Professional Relationship Development:** maintained professional relationships with Software Vendors, Assessors, Boards of Assessment Review, Tax Collectors, Town Clerks, and other government officials.

SKILLS

Microsoft Office (16+ years),
including Access (6+ years)

SQL (6+ years), Sybase
SQLAnywhere 12; Microsoft
SQL Server

ArcGIS (6+ years), ArcMap
10.3.1; ArcGIS Pro v2; ArcGIS
Server 10.3.1 - 10.9

Web Code (6+ years), HTML;
Javascript; CSS

CERTIFICATIONS AND CONTINUING EDUCATION

Board of Assessment Review
certification; May 2015

Fundamentals of Assessment
Administration; January 2016

Program in Supervision &
Management; April 2018

Fundamentals of Data
Collection; August 2018

Valuation Course 2:
Application of the Three
Approaches to Value;
November 2019

Valuation Course 1: Appraisal
Principles and Procedures;
July 2021

EXPERIENCE - CONTINUED

Oswego County Real Property Tax Service, Oswego, NY - Typist

MARCH 2015 - OCTOBER 2016 | Full Time (Hourly, 35 hours weekly)

- **Data Entry:** Entered data into various real property databases, payroll, and accounting systems.
- **Clerical Duties:** Maintained local property records including the filing of real estate transfer papers, paper and digital tax maps, invoices, payroll, and employee documents.

EDUCATION

State University of New York at Oswego, Oswego, NY — Liberal Arts Bachelors: History

GRADUATED: MAY 2012

PROJECTS

Citrix Migration — June 2017

Transitioned the assessment community in Oswego County from a replication database system with 24 sites to a centralized database hosted in a Citrix environment.

Performed on site extraction of local databases and photos and migrated remote sites into the central database.

Trained remote sites on accessing the database via Citrix Receiver.

GIS Upgrades — October 2019

Upgraded the ArcGIS server version from 10.3.1 to 10.7.1 and installed and configured Portal for ArcGIS.

Transitioned all hosting of maps and public GIS data to the portal, configured users and permissions, and created the public GIS web presence at <https://oswegogis.maps.arcgis.com>

Oswego County COVID-19 Response— March 2020

Assisted E-911, Health, and other County decision makers in implementing GIS solutions to track the spread of the COVID-19 pandemic in Oswego County.

RESOLUTION NO. 278

**RESOLUTION AUTHORIZING THE RECLASSIFICATION OF ONE POSITION
IN THE REAL PROPERTY DEPARTMENT**

By Legislator David Holst:

WHEREAS, realignments and increased demand on the department in the provision of efficient and effective customer service to County residents and the general public, and

WHEREAS, Position #135511102 currently classified as Real Property System Administrator assigned to the Real Property office,

WHEREAS, The RP System Administrator position is no longer required as the duties can be spread amongst the department and GIS specific duties can be reassigned to the current GIS Specialist. Since a large portion of our GIS Specialist's workload is already taken up with maintaining the County tax map on a daily basis, a Tax Map Technician will be able to assist in those duties while simultaneously creating succession planning within the department. NOW, upon approval of the Government, Courts and Consumer affairs Committee and Finance and Personnel Committee of this body, be it

RESOLVED, Position 135511102 reclassified as a Tax Map Technician Grade 6 Position, in the CSEA CO-OP Bargaining Unit, and be it further

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

ADOPTED BY CONSENT VOTE ON DECEMBER 9, 2021:

YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0



OSWEGO COUNTY
DEPARTMENT OF REAL PROPERTY TAX SERVICES
County Office Building 46 East Bridge Street

Fax: (315) 349-8281

(315) 349-8315

Oswego, New York 13126

Betsy Knapp
Director

Email: besty.knapp@oswegocounty.com

November 15, 2021

Informational Memorandum

Subject: Position Reclassification: Real Property System Administrator to Tax Map Technician

Background: The Real Property System Administrator position was originally created with a hybrid of duties across Assessment, Tax Billing, and Geographic Information Systems (GIS). Tax Map Technician was a position historically held in the office that primarily made updates to the County Tax map with computerized software.

Statement of Need: The RP System Administrator position is no longer required as the duties can be spread amongst the department and GIS specific duties can be reassigned to the current GIS Specialist. Since a large portion of our GIS Specialist's workload is already taken up with maintaining the County tax map on a daily basis, a Tax Map Technician will be able to assist in those duties while simultaneously creating succession planning within the Department.

Fiscal Impact: RP System Administrator was an OCPA SG30 position, Tax Map Technician is a CO-OP Grade 6 position. Approximate salary savings of \$21,220.

Recommendation: Approve

POSITION REQUEST/DELETE BUDGET FORM

DEPARTMENT: Real Property

DIVISION/UNIT (NUMBER): 1355

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: Real Property System Adm 2. Position #: 135545401

3. Present Salary/Hourly Rate: 28.08 Grade: SG30

4. Requested Title: Tax Map Technician

5. Requested Salary: _____

a. Bargaining Unit: CO-OP Hourly Rate: 16.51 Grade: 6

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

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

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

Real Property System Administrator duties are being reassigned amongst Department. GIS specific duties are going to the GIS Specialist, Tax Map Technician will assist with the tax mapping specific duties of the GIS Specialist.

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

C. POSITION DELETION		
1. Title to be Deleted:		
2. Position #	3. Salary Savings:	
4. Reason for Deletion:		

Civil Service Law: Section 22. Certification for positions.
 Before any new positions in the service of a civil division shall be created or any existing position in such service shall be reclassified, the proposal therefore, including a statement of the duties of the position, shall be referred to the municipal commission having jurisdiction and such commission shall furnish a certificate stating the appropriate civil service title for the proposed position or the position to be reclassified. Any such new position shall be created or any such position reclassified only with the title approved and certified by the commission.

**OSWEGO COUNTY HUMAN RESOURCES
DEPARTMENT**

NEW POSITION DUTIES STATEMENT

Department head or other authority requesting the creation of a new position, prepare a separate description for each new position to be created except that one description may cover two or more identical positions in the same organizational unit. Forward two typed copies to this office.

**1. DEPARTMENTS/SCHOOL
DISTRICT/TOWN OR VILLAGE**
 Real Property

DIVISION, UNIT, OR WORK SECTION

LOCATION OF POSITION

46 E Bridge St. Oswego NY 13126

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:

**PERCENT OF
WORK TIME**

60%

Edits, maintains, and adjusts spatial data on the County tax map resulting from filed deeds and surveys or requests for map checks

20%

Reads and interprets deed descriptions to check for errors and inconsistencies on the tax map

10%

Maintains paper and digital records relating to the tax map

5%

Answers map specific assessment and taxation questions in person or over the phone

5%

Prints copies of tax maps on request

(Attach additional sheets if more space is needed)

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

NAME	TITLE	TYPE OF SUPERVISION
	Real Property Director	General
	GIS Specialist	Direct

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

NAME	TITLE	TYPE OF SUPERVISION
	N/A	

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
N/A	N/A	

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

Education: ☐ High School _____ years
☒ College 2 years, with specialization in see below
☐ Other _____ years, with specialization in _____

Experience (list amount and type):

Associate's degree in geography, geographic information, geology, or environmental science preferred.

Essential knowledge, skills and abilities: *Use of a computer and related GIS software required, ability to communicate effectively both written and orally, good interpersonal and organizational skills.*

Type of license or certificate required: N/A

7. The above statements are accurate and complete.

Date: 11/12/2021

Title: Director

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

PART-TIME/TEMPORARY BUDGET REQUEST FORM

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

OTHER HOURS BUDGET REQUEST FORM

DEPARTMENT:

DIVISION/UNIT (NUMBER):

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

RESOLUTION NO. 279

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

By Legislator David Holst:

WHEREAS, the Enforcing Officer of the County of Oswego has, heretofore, foreclosed against certain delinquent tax property within the county pursuant to Article 11 of the New York State Real Property Tax Law for delinquent property taxes for the years 2019 or prior; and

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

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

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

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

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

WHEREAS, a resolution is necessary and desirable,

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

RESOLVED, the County Treasurer be, and is hereby, authorized to sell and transfer the following delinquent tax properties to the person(s) named for the consideration stated hereinbelow. The Consideration named in said deed shall be considered payment of all taxes held against the property, including the 2021 tax, unless otherwise stated:

LEGISLATURE
COUNTY
OSWEGO

Co. Prop#	SWIS	Town	Parcel ID#	Deed To Owner 1	Deed to Owner 2	Property Address	Assessed Owner 1	Assessed Owner 2	Total Unpaid
2021-30-07	3089	Hannibal	232.00-08-04.06	Kingsley Kelly		Wiltsieville Rd	Kingsley Kelly		\$4,489.49
2021-32-04	3289	Hastings	307.11-02-12	Guy George Estate		917 Co Rt 37	Guy George		Pd in Full
2021-46-01	4689	Parish	210.00-02-06.02	Haust Daniel		294 Dutch Hill Rd	Haust Daniel		\$ 15,139.64
2021-54-02	5401	V. of Phoenix	304.17-01-20	Veilleux Andrew		17 Church St	Wooding Chad	Subad Virgina	Pd in Full
2021-32-03	3289	Hastings	242.00-02-41	Timothy Grover		303 Shanty Creek Rd	Timothy Grover		Pd in Full
2021-32-09	3289	Hastings	307.11-02-11	George Guy Estate		913 Co Rt 37	George Guy		Pd in Full
2021-42-01	4200	T. of Oswego	164.00-01-06	Dustin G Beach		435 Bunker Hill Rd	Dustin G Beach		\$ 5,467.73
2021-54-04	5489	Schroeppel	272.00-04-41.07	Scott Doody		400 Co Rt 6	Scott Doody		\$6,011.31
2021-34-05	3489	Mexico	083.13-01-04	David W Robinson	Susan M Dykhuizen	20 Marsden Rd	David W Robinson	Susan M Dykhuizen	Pd in Full

and, it is further,

RESOLVED, that the foregoing sales are hereby approved and confirmed by this body.

ADOPTED BY VOICE VOTE ON DECEMBER 9, 2021:
YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0

RESOLUTION NO. 280

**RESOLUTION APPOINTING CERTAIN INDIVIDUALS TO THE OSWEGO
COUNTY LAND BANK CORPORATION BOARD OF DIRECTORS**

By: Legislator David Holst:

WHEREAS, the County of Oswego has, heretofore, created a land bank corporation in accordance with the Land Bank Act; and

WHEREAS, the Board of Directors is appointed by the Oswego County Legislature; and

WHEREAS, it is necessary to fill certain positions on the Board of Directors at the present time,

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

RESOLVED, that the following individuals be and are hereby appointed as members of the Board of Directors of the Oswego County Land Bank Corporation for a term ending 12/31/23:

Majority caucus or designee from the County Legislature:

Laurie Mangano, City of Oswego Resident

Banking Representative:

James Dowd, City of Oswego Resident

Banking Representative:

Steven Gaffney, Town of Richland Resident

County Administrator:

Philip Church, City of Oswego Resident

City of Oswego:

Jeff McGann, City of Oswego Resident

Oswego Renaissance Association:

Paul Stewart, City of Oswego Resident

Oswego Housing Development Council:

Marty Webster, Town of Palermo Resident

Fulton Block Builders:

LEGISLATURE

COUNTY

OSWEGO

Linda Egan, City of Fulton Resident

Citizen at Large:

Shane Broadwell, Town of Scriba Resident

Minority caucus or designee from the County Legislature:

Jake Mulcahey, City of Oswego Resident

President of the Town Supervisors' Association of Oswego County or designee from the Association:

Richard Kaulfuss, Town of Oswego Resident

and, it is further

RESOLVED, that the Clerk of the Legislature forward a copy of this resolution to the Secretary of the Oswego County Land Bank Corporation

ADOPTED BY CONSENT VOTE ON DECEMBER 9, 2021:
YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 281

**RESOLUTION AUTHORIZING BUDGETARY MODIFICATION DEPARTMENT
OF BOARD OF ELECTIONS TO MOVE MONEY TO PAY FOR GENERAL
ELECTION DAY BALLOTS, POLL SITE NOTICE AND CANDIDATE NOTICE**

By Legislator David Holst:

Upon recommendation of the Government, Courts, & Consumer Affairs Committee of this body, with the approval of Finance and Personnel Committee, be it

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

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

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

ADOPTED BY CONSENT VOTE ON DECEMBER 9, 2021:
YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0

OSWEGO COUNTY LEGISLATURE

Authorized Budget Modification

Res. 281 of 2021

A1450.544500	(\$1,800.00)
A1450.544500	\$9,000.00
A1450.543680	\$800.00
A1450.542500	\$10,000.00



BOARD OF ELECTIONS

COUNTY OF OSWEGO
185 EAST SENECA STREET BOX 9
OSWEGO, NEW YORK 13126
FAX (315-349-8357)



Laura Brazak, Commissioner
315-349-8350

Carol M. Bickford, Commissioner
315-349-8351

INFORMATIONAL MEMORANDUM

Resolution accepting Budget Modifications by the Oswego County Board of Elections Regarding Paying for GE 2021 Bills for Ballots and Advertising Disbursement.

November 19, 2021

Due to the price increase for the Accessible Ballot that we are required to have available and the increase in scannable absentee ballots we need to have a budget modification to pay these bills. We also need money moved to cover the cost of the Newspaper notices.

RESOLUTION NO. 282

**RESOLUTION AUTHORIZING BUDGETARY MODIFICATION SHERIFF'S
OFFICE FY2021 OPERATION STONEGARDEN (OPSG) PROGRAM**

By Legislator Terry Wilbur:

Upon recommendation of the Public Safety and Emergency Services 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.

ADOPTED BY CONSENT VOTE ON DECEMBER 9, 2021:
YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0

OSWEGO COUNTY LEGISLATURE

Authorized Budget Modification

Res. 282 of 2021

A3110.443890

(\$100,000.00)

A3110.545500

\$100,000.00

[illegible]

DATE _____

11-29-21

COUNTY TREASURER

DATE _____

PERSONNEL DIRECTOR

DATE _____

COUNTY ADMINISTRATOR

DATE _____

RESOLUTION NO. 283

**RESOLUTION AUTHORIZING BUDGETARY MODIFICATION SHERIFF'S
OFFICE MODIFICATION TO ACCEPT GRANT 10/1/2021 TO 9/30/2022
(SELECTIVE TRAFFIC ENFORCEMENT PROGRAM)**

By Legislator Terry Wilbur:

Upon recommendation of the Public Safety and Emergency Services 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.

**ADOPTED BY CONSENT VOTE ON DECEMBER 9, 2021:
YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0**

OSWEGO COUNTY LEGISLATURE

Authorized Budget Modification

Res. 283 of 2021

**A3110.443890
A3110.545500**

**(\$10,080.00)
\$10,080.00**



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
MICHAEL R. BENJAMIN
JAIL ADMINISTRATOR



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

SUBJECT: Budget Modification **DATE:** November 3, 2021


PURPOSE: The Sheriff's Department requests permission to accept funding into a revenue line and transfer that funding to an expenditure line.

SUMMARY: The Sheriff's Department requests permission to accept \$10,080.00 through the NYS Governor's Traffic Safety Committee into revenue line A3110-443890 (Police Traffic Services PTS-2022-Oswego County SO-00318-(038) FFY 2022, and to transfer \$10,080.00 into expenditure line A3110-545500 (Police Traffic Services PTS-2022- Oswego County SO-00318-(038) FFY 2022). This money will be used in an effort to reduce dangerous driving behaviors and increase seat belt usage.

RECOMMENDED ACTION: The Sheriff's Department recommends the approval of this budget modification.

Date: November 3, 2021

To

COUNTY TREASURER	DATE
	11 29 21
PERSONNEL DIRECTOR (Personnel Services Only)	DATE

COMMITTEE SIGNATURES

<i>James M. Wilkins</i>	11-29-21
<i>William J. Jones</i>	11/29/21
<i>W. J. Jones</i>	11/29/21
<i>W. J. Jones</i>	11/29/21
<i>W. J. Jones</i>	11/29/21
<i>Richard P. Klein</i>	11/29/2021

RESOLUTION NO. 284

**RESOLUTION AUTHORIZING THE CHAIRMAN OF THE OSWEGO
COUNTY LEGISLATURE TO ENTER INTO AN AGREEMENT WITH NEW
YORK STATE FOR THE 2022 STOP-DWI PROGRAM**

By Legislator Terry Wilbur:

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

WHEREAS, Oswego County has participated in this program in the past and is now prepared to sign the agreement for the Program Year 2022.

NOW, on recommendation of the Public Safety Committee of this body; be it

RESOLVED, that the Chairman of the Oswego County Legislature be, and hereby is, authorized to execute the agreement as filed with the Clerk of the Legislature for the 2022 STOP-DWI Program.

ADOPTED BY CONSENT VOTE ON DECEMBER 9, 2021:
YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 285

**RESOLUTION INCREASING PROBATION REVENUE AND
EXPENDITURE BUDGET LINES FOR (JRISC) SERVICES**

By Legislator Wilbur:

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 hereby is, authorized to increase 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 Treasurer shall be his authority to affect such adjustments.

ADOPTED BY CONSENT VOTE ON DECEMBER 9, 2021:
YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0

OSWEGO COUNTY LEGISLATURE

Authorized Budget Modification

Res. 285 of 2021

A3140.433100

(\$24,800.00)

A3140.545500 JRISC

\$24,800.00

OSWEGO COUNTY PROBATION DEPARTMENT

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

DIRECTOR
David L. Hall

SUPERVISORS
Shannon M. Perkins
Karen J. Smith
Chrystal L. Thompson

INFORMATIONAL MEMORANDUM

DATE: November 17, 2021

TO: Members of Public Safety Committee & Oswego County Legislature

FROM: David L. Hall
Probation Director

SUBJECT: Adjustment of Accounts A3140.433100 and A3140.545500-JRISC

SUMMARY: A request is being made to increase revenue line A3140.433100 (State Aid Probation Services) and expenditure line A3140.5455000 (Other Supplies & Expense-JRISC) by \$24,800. At the time the current budget was prepared it was believed that the Probation State Aid Block Grant was going to be reduced by 20%. Therefore, it was necessary to reduce the projected revenue in the corresponding budget line, as well as reduce the expenditure line for JRISC services. These services, which are 100% State funded, are provided via a contract with Cayuga Centers at a yearly cost of \$124,000. As the 20% reduction (\$24,800) did not occur, and the department will be receiving the Probation State Aid Block Grant in full, it is being requested that the applicable revenue and expenditure lines be increased by this amount.

RECOMMENDED

ACTION: The Probation Department recommends that the Public Safety Committee and Oswego County Legislature approve the increase in the above budget lines.

COU. / OF OSWEGO

ACCOUNT NUMBER			ACCOUNT NUMBER			DESCRIPTION	DOLLAR AMOUNT
DEPT.	OBJECT	SUB.	DEPT.	OBJECT	SUB.		
A3140	433100					ST AID PROBATION SERVICES	(24,800.00)
A3140	545500	JRISC				OTHER SUPPLIES & EXPENSE-JRISC	24,800.00
						*RESULTS IN NO ADDITIONAL COUNTY COST	
						(see attached explanation)	
						TOTAL AMOUNT	-

COMMITTEE SIGNATURES	DATE
<i>Jerry M. Witham</i>	11-29-21
<i>[Signature]</i>	11/29/21
<i>[Signature]</i>	11/29/21
<i>[Signature]</i>	11/29/21
<i>[Signature]</i>	11/29/21
<i>[Signature]</i>	11/29/21
<i>Richard Polkline</i>	11/29/2021

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

HUMAN RESOURCES DIRECTOR

DATE _____

$$\overline{129211}$$

COUNTY ADMINISTRATOR

DATE _____

11/17/2021

DATE _____

DEPARTMENT HEAD

RESOLUTION NO. 286

**RESOLUTION AUTHORIZING THE RETENTION OF AN AUDITOR
REGARDING DRUG TASK FORCE ACCOUNTS**

By Legislator Wilbur:

WHEREAS, the Oswego County Drug Task force will be transferred under the Oswego County Sheriff's Office with a different structure and has been under the District Attorney's Office for many years; and

WHEREAS, an audit will assist the Oswego County Sheriff's Office in undertaking this endeavor and to comply with necessary requirements regarding forfeited funds; and

WHEREAS, forfeiture monies can be received under state law, local law or through federal revenue sharing; and

WHEREAS, a portion of the audit concerning federal funds may be at no county charge if conducted by the U.S. Department of Justice; and

WHEREAS, a resolution is both necessary and desirable,

NOW, THEREFORE, upon recommendation of the Public Safety Committee of this body, it is hereby

RESOLVED, the Oswego County Sheriff's Office be and is hereby authorized to retain a CPA firm to audit Drug Task Force accounts for a sum not to exceed \$7,000 to be paid from eligible forfeited funds or as a county charge; and, it is further

RESOLVED, that this body also requests the U.S. Department of Justice OIG to audit the federal revenue sharing funds received by the task force.

ADOPTED BY VOICE VOTE ON DECEMBER 9, 2021:

YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0

RESOLUTION NO. 287

**RESOLUTION AWARDED PROFESSIONAL SERVICES CONTRACT –
RFP 21-YB-001 CAMP HOLLIS**

By Legislator Roy Reehil:

WHEREAS, the County issued a request for proposal for a vendor to provide shoreline stabilization work for Camp Hollis; and

WHEREAS, in accordance with Oswego County Purchasing Policy, the Oswego County Purchasing Department solicited Requests for Proposals (RFP 21-YB-001) from multiple qualified firms to provide shoreline stabilization work for Camp Hollis; and

WHEREAS, the Oswego County Youth Bureau and Oswego County Purchasing Department have reviewed the proposals received and determined the proposal from Barton & Loguidice, P.C., of Liverpool, NY 13088 meets the County's needs;

NOW, THEREFORE, BE IT RESOLVED, that upon the recommendation of the Human Service Committee that the County of Oswego awards the professional service contract for providing shoreline stabilization work for Camp Hollis to Barton & Loguidice, P.C., 443 Electronics Parkway, Liverpool, NY 13088 per the attached fee schedule and be it further

RESOLVED that a certified copy of this resolution delivered to the Treasurer and Purchasing Director shall be their authority to affect the procurement of services.

ADOPTED BY CONSENT VOTE ON DECEMBER 9, 2021:
YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0



OSWEGO COUNTY PURCHASING

46 E Bridge Steet, Oswego NY 13126
 Phone (315)326-6050 Fax (315)349-8237
 Email: Holly.Carpenter@OswegoCounty.Com

RFP 21-YB-001 Camp Hollis

Name of Company	Location	Proposed Price	Evaluation Rating	Required Documentation SHC/PRCS/PIS/NCC/RFC
Barton & Loguidice	443 Electronics Parkway, Liverpool, NY 13088	\$56,400	93	X X X X X
Bergmann Associates	280 East Broad St., Suite 200, Rochester, NY 14604	\$126,542	78.5	X X X X X
HUNT Engineers	100 Hunt Center, Airport Corporate Park, Horseheads, NY 14845	\$185,645	70.5	X X X X N/A
LaBella Associates	300 State Street, Suite 201, Rochester, NY 14614	\$81,500	90.5	X X X X X
Lu Engineers	339 East Avenue, Suite 200, Rochester, NY 14604	\$69,456	82	X X X X X

SHC=Sexual Harassment Certification; PRCS=Proposer Reply Cover Sheet; PIS=Proposer Information Sheet; NCC=Non-Collusion Certification; RFC= Resolution for Corporations

Solicitation Process: RFP 21-YB-001 was publicly advertised in the official newspaper, on Bidnet, and on the Oswego County website on September 1, 2021. It was also sent directly to the following vendors:

- Barton & Loguidice
- C & S Companies
- Ramboll

Number of Responses: Five (5)

Proposals Reviewed By: Brian Chetney & Zach Grulich

Barton & Loguidice	Pro <ul style="list-style-type: none"> • REDI Projects • References provided Existing fence to remain • Experience with Oswego County • Access trail to shore Con <ul style="list-style-type: none"> •
LaBella Associates	Pro <ul style="list-style-type: none"> • Boardwalk & Wetland Improvements Experience • REDI experience • Great timeline meets all requirements Con <ul style="list-style-type: none"> •
Hunt Engineers	Pro <ul style="list-style-type: none"> • REDI Experience Similar project experience • Well organized Team Con <ul style="list-style-type: none"> • Beyond budget
Lu Engineers	Pro <ul style="list-style-type: none"> • REDI Experience • NYSDER Permitting & Endangered Species Con <ul style="list-style-type: none"> • Could have provided more detail in scope
Bergmann	Pro <ul style="list-style-type: none"> • REDI Experience • 30+ year Project Lifespan Con <ul style="list-style-type: none"> • Over Budget

Evaluation Summary: The evaluation committee reviewed and rated each proposal according to the criteria listed on the attached schedule. The Committee recommends awarding the contract to Barton & Loguidice, P.C.

Recommended Actions: Oswego County Purchasing Department certifies that the solicitation complies with Oswego County Purchasing Policy and New York State General Municipal Law. The Purchasing Department recommends awarding the contract.

Schedule A

Evaluation Comparison - Independence (Sithe) Trail

Total Points	Evaluation Criteria	Barton & Loguidice		Bergmann		HUNT Engineers		LaBella Associates		Lu Engineers	
		Zach Grulich	Brian Chetney	Zach Grulich	Brian Chetney	Zach Grulich	Brian Chetney	Zach Grulich	Brian Chetney	Zach Grulich	Brian Chetney
40	Evaluator Experience & Capabilities	40	38	35	38	35	40	35	39	35	35
30	Management Outline and Project Approach	28	28	25	25	20	28	30	29	25	25
10	Business & Organization	10	10	10	9	10	8	10	11	7	7
20	Cost	15	17	5	10	0	0	10	17	15	15
100	Total Points	93	93	75	82	65	76	85	96	82	82
Rating per Evaluation		93.0		78.5		70.5		90.5		82.0	

RESOLUTION NO. 288

**RESOLUTION AWARDING PROFESSIONAL SERVICES CONTRACT –
RFP 21-YB-002 INDEPENDENCE (SITHE) TRAIL**

By Legislator Roy Reehil

WHEREAS, the County issued a request for proposal for a vendor to provide shoreline stabilization work for Independence (Sithe) Trail; and

WHEREAS, in accordance with Oswego County Purchasing Policy, the Oswego County Purchasing Department solicited Requests for Proposals (RFP 21-YB-002) from multiple qualified firms to provide shoreline stabilization work for Independence (Sithe) Trail; and

WHEREAS, the Oswego County Youth Bureau and Oswego County Purchasing Department have reviewed the proposals received and determined the proposal from Barton & Loguidice, P.C., of Liverpool, NY 13088 meets the County's needs;

NOW, THEREFORE, BE IT RESOLVED, that upon the recommendation of the Human Service Committee that the County of Oswego awards the professional service contract for providing shoreline stabilization work for Independence (Sithe) Trail to Barton & Loguidice, P.C., 443 Electronics Parkway, Liverpool, NY 13088 per the attached fee schedule and be it further

RESOLVED that a certified copy of this resolution delivered to the Treasurer and Purchasing Director shall be their authority to affect the procurement of services.

ADOPTED BY CONSENT VOTE ON DECEMBER 9, 2021:
YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0

OSWEGO COUNTY LEGISLATURE



OSWEGO COUNTY PURCHASING

46 E Bridge Steet, Oswego NY 13126
 Phone (315)326-6050 Fax (315)349-8237
 Email: Holly.Carpenter@OswegoCounty.Com

RFP 21-YB-002 Independence (Sithe) Trail

Name of Company	Location	Proposed Price	Evaluation Rating	Required Documentation SHC/PRCS/PIS/NCC/RFC
Barton & Loguidice	443 Electronics Parkway, Liverpool, NY 13088	\$69,500	88	X X X X X
Bergmann Associates	280 East Broad St., Suite 200, Rochester, NY 14604	\$165,597	74.5	X X X X X
HUNT Engineers	100 Hunt Center, Airport Corporate Park, Horseheads, NY 14845	\$211,685	75.5	X X X X N/A
Dunn & Sgromo	5800 Heritage Landing Drive, East Syracuse, NY 13057	\$51,200	69	X X X X N/A
LaBella Associates	300 State Street, Suite 201, Rochester, NY 14614	\$89,000	87	X X X X X
Lu Engineers	339 East Avenue, Suite 200, Rochester, NY 14604	\$69,456	77	X X X X X

SHC=Sexual Harassment Certification; PRCS=Proposer Reply Cover Sheet; PIS=Proposer Information Sheet; NCC=Non-Collusion Certification; RFC= Resolution for Corporations

Solicitation Process: RFP 21-YB-002 was publicly advertised in the official newspaper, on Bidnet, and on the Oswego County website on September 1, 2021. It was also sent directly to the following vendors:

- Barton & Loguidice
- C & S Companies
- Ramboll

Number of Responses: Six (6)

Proposals Reviewed By: Brian Chetney and Zach Grulich.

Barton & Loguidice	<p>Pro</p> <ul style="list-style-type: none"> • REDI Projects • References provided • Waterfront Planning Design Exp • Shoreline Stabilized Design Experience • Alternatives Cost Effective • Within Budget <p>Con</p> <ul style="list-style-type: none"> •
LaBella Associates	<p>Pro</p> <ul style="list-style-type: none"> • Boardwalk & Wetland Improvements Experience • REDI experience • Everything in house • Good Detail on al 3 phases • Completion date 11/2022 <p>Con</p> <ul style="list-style-type: none"> • Total Project cost not listed (Design + Construction)
Hunt Engineers	<p>Pro</p> <ul style="list-style-type: none"> • REDI Experience • 60-90% Design Work <p>Con</p> <ul style="list-style-type: none"> • Beyond budget
Dunn & Sgromo	<p>Pro</p> <ul style="list-style-type: none"> • Town of Cazenovia Project • 12 months start to finish <p>Con</p> <ul style="list-style-type: none"> • No mention REDI experience • No Info on final cost • No local projects
Lu Engineers	<p>Pro</p> <ul style="list-style-type: none"> • 40+ experience • REDI Experience • NYSDER Permitting & Endangered Species <p>Con</p>

	<ul style="list-style-type: none"> • Could have provided more detail for Project approach • Total project cost not given
Bergmann	<p>Pro</p> <ul style="list-style-type: none"> • REDI Experience • Good Alternate option to REDI • #87 National Ranking <p>Con</p> <ul style="list-style-type: none"> • Scope-Incorrect understanding of Trail, Map shown (Lake Side Trail) incorrect not on Oswego County Property. • Out of Price Range

Evaluation Summary: The evaluation committee reviewed and rated each proposal according to the criteria listed on the attached schedule. The Committee recommends awarding the contract to Barton & Loguidice, P.C.

Recommended Actions: Oswego County Purchasing Department certifies that the solicitation complies with Oswego County Purchasing Policy and New York State General Municipal Law. The Purchasing Department recommends awarding the contract.

Schedule A

Evaluation Comparison - Independence (Sithe) Trail

Total Points	Evaluation Criteria	Barton & Loguidice		Bergmann		Dunn & Sgromo		HUNT		LaBella	
	Evaluator	Zach Grulich	Brian Chetney	Zach Grulich	Brian Chetney	Zach Grulich	Brian Chetney	Zach Grulich	Brian Chetney	Zach Grulich	Brian Chetney
40	Experience & Capabilities	40	38	35	38	35	25	35	40	35	38
30	Management Outline and Project Approach	28	28	20	25	25	20	30	28	30	29
10	Business & Organization	10	10	10	9	8	5	10	8	10	9
20	Cost	5	17	2	10	5	15	0	0	5	18
100	Total Points	83	93	67	82	73	65	75	76	80	94
Rating per Evaluation		88.0		74.5		69.0		75.5		87.0	

Total Points	Evaluation Criteria	Lu Engineers					
	Evaluator	Zach Grulich	Brian Chetney				
40	Experience & Capabilities	35	35				
30	Management Outline and Project Approach	25	23				
10	Business & Organization	7	6				
20	Cost	5	18				
100	Total Points	72	82				
Rating per Evaluation		77.0			0.0		

RESOLUTION NO. 289**A RESOLUTION ESTABLISHING CAPITAL PROJECT NO. 0721 CAMP HOLLIS RENOVATIONS**

By Legislator Roy Reehil:

WHEREAS, Camp Hollis is located in the Town of Oswego on Health Camp Road, in Oswego County, New York needs renovations; and

WHEREAS this project is necessary to address ageing infrastructure and identified safety risks; and

WHEREAS the estimated cost of the project is \$12,788.00 and the Youth Bureau/Parks & Recreation currently have the funds available in the 2021 budget; and

NOW, THEREFORE, Upon, recommendation of the Human Services Committee of this Legislature, with the approval of the Finance and Personnel Committee: it is hereby

RESOLVED, that the Treasurer is hereby authorized to execute the attached budget modification establishing Capital Project 0721 Camp Hollis Renovations for the maximum expenditure as indicated.

<u>Capital Project</u>	<u>Total Authorization</u>
CP#0721 Camp Hollis Renovations	\$12,788.00

ADOPTED BY CONSENT VOTE ON DECEMBER 9, 2021:
YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0

Authorized Budget Modification	Res. 289 of 2021
A7181.545500	\$8,930.00
A7181.541600	\$2,700.00
A7181.548100	\$758.00
A7181.542400	\$400.00
A9901.599014	(\$12,788.00)
H450.310.721	(\$12,788.00)
H529000.721	\$12,788.00



Oswego City-County Youth Bureau

OSWEGO COUNTY COMPLEX
70 BUNNER STREET
OSWEGO, NEW YORK 13126
(315) 349-3451 Fax (315) 349-3231

Brian Chetney, Executive Director



November 17, 2021

Informational Memorandum

Purpose: To authorize and establish Capital Project #0721 Camp Hollis Renovations with an authorization level of \$12,788

Summary:

Concrete for Patio

- To replace the surfacing of the patio area outside the Main Building. The existing concrete has cracked and sunk in spots over the last 20 years since it was last surfaced. In some areas, weeds are growing up through cracks on the surface. These issues have created tripping and safety hazards in that area. It was recommended by Buildings and Grounds and the Health Department to replace the surfacing.

Electrical Work for New Appliances

- A new convection oven was purchased for the Camp Hollis kitchen to replace the roughly 30-year-old stove. Additionally, a holding cabinet (hot box) was purchased. The convection oven will help expedite the preparation time for the kitchen staff, being able to mass produce food in a quicker and more efficient manner. Having a hot box that can hold 30 trays of food will ensure that hot foods are held/served at the proper temperature. The current electrical wiring cannot handle the electric demands the stove and holding cabinet calls for. Therefore, new circuits, disconnects and breakers need to be installed to accommodate these appliances.

Compressor/Condenser

- Vital components to keep the camps walk-in-cooler running. When these units were shut off and winterized at the end of the season, it was recommended that they be replaced based on their age, wear, and tear, and sounds they were making. They were last replaced in 2008. Replacement will ensure that all components will be operational for the 2022 season so food can be stored and the proper temperatures and there is no disruption to food service.

These funds are available to us currently in our 2021 budget; however, the work can't be done for various reasons until 2022.

Recommended Action: The department recommends the Human Services Committee; the Finance & Personnel Committee and the Oswego County Legislature authorize the establishment of Capital Project #0721.



COUNTY OF OSWEGO

EQUIPMENT OR CAPITAL PROJECT REQUEST 2022

Department: Parks & Rec
Equipment/Project: Camp Hollis Renovations
Priority: 1 of 1
Requested Start Date: 12/1/2021 End Date: _____

Estimated Costs (present value)

Initial: \$ _____
Annual: \$ 12788.00 Year 1
\$ _____ Year 2
\$ _____ Year 3
\$ _____ Year 4
\$ _____ Year 5

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

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

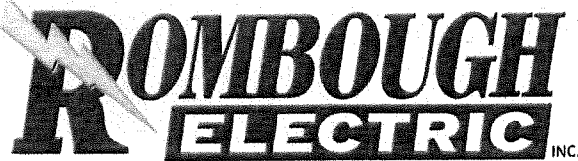
Project Budget Estimate

Total:	\$ 12788.00
Personnel/Labor	\$ _____
Legal	\$ _____
Engineering	\$ _____
Materials	\$ 5616.00
Equipment	\$ 2700.00
Construction	\$ _____
Other	\$ 4472.00

Identify: these are estimates based on current pricing so the 4472.00 would offset price anticipated price changes to materials

Department Head: _____

Date Submitted: 11/17/21



PO Box 1080
205 County Route 44
Mexico, NY 13114

November 16, 2021

40 Health Camp Rd
Oswego, NY 13126

Attn: Zach Grulich

Please see the below quote which includes labor and material.

Includes:

- Installation of (1) 120 volt 20 amp circuit from the existing panel to the new holding cabinet.
- Installation of (2) 240 volt 70 amp circuits from the existing panel to the new convection oven.
- Installation of (2) 240 volt 70 amp disconnects adjacent the new convection oven.
- Installation of (1) 120 volt 20 amp receptacle adjacent the new holding cabinet.
- Installation of (3) new breakers for the existing panel.
- All required conduit and cabling to complete the installation.
- Final terminations and testing of the (3) new circuits.
- All conduit will be surface mounted.

Excludes:

- Sales tax
- Overtime and Holidays.

Total: \$2,616.00

Please feel free to contact me with any questions or concerns that you may have.

Thank You

Jake Rombough

Quote is valid for 30 days!

Scriba Electric Inc.
3 Creamery Road
Oswego, NY 13126

ESTIMATE

Web page www.scribaelectric.com

Email ed@scribaelectric.com

PHONE- 315-342-7681

FAX- 315-342-7682

From: Ed Doviak

Date: 11/12/2021

Attn.; Zach Grulich @ Oswego County Parks & Rec.

Re: Camp Hollis – Ovens – Electric service

Scriba Electric Inc. is pleased to offer lump sum quote for electrical work associated with the installation of new electric ovens at the Camp Hollis location. Included as follows:

- 1- Holding Cabinet- Model—PW-120
 - 1- 120volt – 20amp dedicated circuit
 - New conduit & wire
 - New 20amp breaker

- 1- Convection Oven-Model—E102-E
 - Note this oven requires 2- electric power drops
 - 2- 70amp circuits with safety disconnect
 - New conduit & wire
 - 2- new 70amp 2pole breakers

Total—no-tax--- \$12,800.00

Please contact me if you have any questions concerning this information.

Thank you, Ed Doviak

COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST
11/8/2021

(From)				To			
ACCOUNT NUMBER			ACCOUNT NUMBER				
ORG	OBJECT	PROJ	ORG	OBJECT	PROJ	DESCRIPTION	DOLLAR AMOUNT
A7181	545500						
A7181	541600					OTHER SUPPLIES & EXPENSE	-\$8,930.00
A7181	541800					ELECTRICITY	-\$2,700.00
A7181	542400					GAS & HEATING FUEL	-\$758.00
						POSTAGE	-\$400.00
			A9901	599014		INTERFUND TRANSFER TO CAPITAL PROJECTS	\$12,788.00
H	450310	721				INTERFUND TRANSFER FROM GENERAL FUND	-\$12,788.00
			H	529000	721	EQUIPMENT COST CAMP HOLLIS	\$12,788.00
						To establish CP#0721 Camp Hollis Renovations	
TOTAL AMOUNT							-

COMMITTEE SIGNATURES	DATE
<i>Bridget E. Anderson</i>	11/29/21
<i>Michael B. Gordon</i>	11/29/21
<i>Michael B. Gordon</i>	11/29/21
<i>Michael B. Gordon</i>	11/29/21
<i>Michael B. Gordon</i>	11/29/21

COUNTY TREASURER	DATE
PERSONNEL DIRECTOR	DATE
COUNTY ADMINISTRATOR	DATE
DEPARTMENT HEAD	DATE

RESOLUTION NO. 290

**RESOLUTION AUTHORIZING BUDGET MODIFICATION TO ACCEPT
AMERICAN RESCUE PLAN ACT FUNDING – OFFICE FOR THE AGING**

By Legislator Roy Reehil:

Upon recommendation of the Human Services 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 as shown on the attached budget modification request, and be it further

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

ADOPTED BY CONSENT VOTE ON DECEMBER 9, 2021:
YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0

OSWEGO COUNTY LEGISLATURE

Authorized Budget Modification

Res. 290 of 2021

A6772.447720 SSC6	(\$130,335.00)
A6772.447720 HDC6	(\$127,650.00)
A6772.447720 CMC6	(\$85,282.00)
A6772.447720 PHC6	(\$13,113.00)
A6772.447720 FCC6	(\$42,351.00)
A6772.447720 SSC6	\$398,731.00



Sara Sunday
Aging Services Administrator

Oswego County Office Complex
70 Bunner Street, Oswego NY 13126

INFORMATIONAL MEMORANDUM

From: Sara Sunday

Date: November 16, 2021

Subject: Budget Modification Request – OFA America Rescue Plan Act Funding

Purpose: To amend the 2021 Office for the Aging budget to accept and allocate an additional \$398,731 in funding from the American Rescue Plan Act.

Background: The New York State Office for the Aging (NYSOFA) has allocated funds under the American Rescue Plan Act to the Oswego County Office for the Aging (OFA) to be used for services to the elderly from the time span beginning April 1, 2021 and ending September 30, 2024.

The funding has been granted to be used for any eligible service. OFA will use the funding in the following way over the course of the next three years: to help cover the cost opening a senior center in vacant space at 70 Bunner St; to continue to provide transportation to Social Adult Day program in Baldwinsville; to help cover the cost of the meals program due to increased demand; to continue to provide weekend meals for elderly who are in need; to continue to fund the animatronic pet program and other in home contact and support programs; to provide additional respite for caregivers; to add funds to the caregiver Project Lifesaver program; to create a caregiver recognition event; and to provide funding for Tai Chi Evidence Base Health program provided by RSVP.

The Department respectfully requests acceptance of this funding allocation. The attached budget modification reflects this request. Services are funded at 90%.

Fiscal Impact: There will be no negative impact to the budget. The 10% required match will be provided from current OFA budgeting.

Recommended Action: The Office for the Aging respectfully recommends the Human Services Committee, the Personnel and Finance Committee and the Oswego County Legislature authorize the transfer of this grant funding to operating accounts as listed.



ANDREW M. CUOMO
Governor

Office for the Aging

GREG OLSEN
Acting Director

May 19, 2021

Sara Sunday, Administrator
Oswego County Office for the Aging
P.O. Box 3080
County Office Complex - 70 Bunner Street
Oswego, NY 13126-3080

Dear Administrator Sunday:

To make funding available to AAAs as soon as possible, NYSOFA is foregoing a formal application process for the programs of the American Rescue Plan (ARP).

Under New York State's Major Disaster Declaration (MDD) these funds can be used for any eligible service. Once the MDD is lifted, the allowable services under each portion of the stimulus funding will be the same as the allowable services under the corresponding part of the Title III funding.

Under the ARP Act:

- SSC6 services correspond with Title III-B.
- CMC6 services correspond with Title III-C-1.
- HDC6 services correspond with Title III-C-2.
- PHC6 services correspond with Title III-D.
- FCC6 services correspond with Title III-E.

Enclosed are the NGAs for the SSC6, CMC6, HDC6, PHC6 and FCC3 programs of the CARES Act sponsored by your agency for the period April 1, 2021 through September 30, 2024.

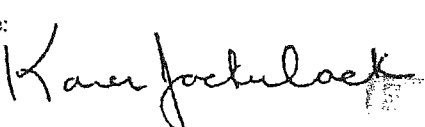
These NGAs enable you to claim against your full allocation. At the end of the program period a budget modification needs to be submitted before the final claim will be paid.

We convey our best wishes for continued success in helping meet the needs of older New Yorkers and their families in your planning and service area.

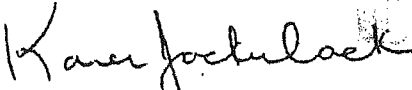
Sincerely,

Karen Jackuback
Deputy Director

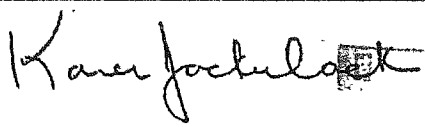
NOTIFICATION OF GRANT AWARD UNDER SSC6 OF THE AMERICAN RESCUE PLAN

Name and Address of Area Agency: Oswego County Office for the Aging P.O. Box 3080 County Office Complex - 70 Bunner Street Oswego, NY 13126-3080	Name and Address of Sponsoring Agency/Payee: Oswego County																																																				
Program Year - Beginning: 4/1/2021 Ending: 9/30/2024																																																					
Fiscal Year from which funds are awarded: 2021	Federal CFDA No. - 93.044																																																				
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<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left; border-bottom: 1px solid black;">Section I - Cost Categories</th> <th style="text-align: right; border-bottom: 1px solid black;">Amount</th> </tr> <tr><td>Personnel</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>Fringe Benefits</td><td style="text-align: right;">0.00</td></tr> <tr><td>Equipment</td><td style="text-align: right;">0.00</td></tr> <tr><td>Travel</td><td style="text-align: right;">0.00</td></tr> <tr><td>Maint. & Operations</td><td style="text-align: right;">0.00</td></tr> <tr><td>Other Expenses</td><td style="text-align: right;">0.00</td></tr> <tr><td>Subcontracts</td><td style="text-align: right;">0.00</td></tr> <tr><td>Food</td><td style="text-align: right;">0.00</td></tr> <tr><td>Approved Costs</td><td style="text-align: right; border-top: 1px solid black;">\$0.00</td></tr> <tr><td>Less:</td><td></td></tr> <tr><td>Anticipated Income</td><td style="text-align: right;">0.00</td></tr> <tr><td>NSIP</td><td style="text-align: right;">0.00</td></tr> <tr><td>Net Cost</td><td style="text-align: right; border-top: 1px solid black; border-bottom: 3px double black;">\$0.00</td></tr> </table>	Section I - Cost Categories	Amount	Personnel	\$0.00	Fringe Benefits	0.00	Equipment	0.00	Travel	0.00	Maint. & Operations	0.00	Other Expenses	0.00	Subcontracts	0.00	Food	0.00	Approved Costs	\$0.00	Less:		Anticipated Income	0.00	NSIP	0.00	Net Cost	\$0.00	<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left; border-bottom: 1px solid black;">Section II - Grantee Budget - Federal and Matching Funds:</th> <th></th> </tr> <tr><td>1. Federal Share (see remark 1)</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>2. Combined Matching Share</td><td></td></tr> <tr><td> A. In-Kind</td><td style="text-align: right;">0.00</td></tr> <tr><td> B. Cash</td><td style="text-align: right;">0.00</td></tr> <tr><td> C. Volunteer Match</td><td style="text-align: right;">0.00</td></tr> <tr><td>3. Net Cost</td><td style="text-align: right; border-top: 1px solid black;">\$0.00</td></tr> </table> <table style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <th style="text-align: left; border-bottom: 1px solid black;">Section III - Federal Funds Ceiling:</th> <th></th> </tr> <tr><td>A. Carryover</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>B. Base Allocation</td><td style="text-align: right;">130,335.00</td></tr> <tr><td>C. Supplement</td><td style="text-align: right;">0.00</td></tr> <tr><td>Federal Funds Ceiling (see remark 1)</td><td style="text-align: right; border-top: 1px solid black;">\$130,335.00</td></tr> </table>	Section II - Grantee Budget - Federal and Matching Funds:		1. Federal Share (see remark 1)	\$0.00	2. Combined Matching Share		A. In-Kind	0.00	B. Cash	0.00	C. Volunteer Match	0.00	3. Net Cost	\$0.00	Section III - Federal Funds Ceiling:		A. Carryover	\$0.00	B. Base Allocation	130,335.00	C. Supplement	0.00	Federal Funds Ceiling (see remark 1)	\$130,335.00
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Remarks: In addition to the conditions contained in the Four Year Plan, Annual Implementation Plan and Application for Funding, the conditions checked below apply to this award:																																																					
<div style="margin-bottom: 10px;"> <input type="checkbox"/> 1. Federal reimbursement is limited to the <u>lower</u> of the "Federal Share" in Section II or the "Federal Funds Ceiling" in Section III of this award notice. </div> <div style="margin-bottom: 10px;"> <input checked="" type="checkbox"/> 2. Receipt of federal funds (either through advance or reimbursement) does not constitute earning of these funds. The federal share of the project cost is earned only when allowable costs have been incurred and paid; and the non-federal share of the costs has been contributed. </div> <div style="margin-bottom: 10px;"> <input checked="" type="checkbox"/> 3. The federal share will not exceed 75% of the cost of Area Agency Administrative activities. </div> <div style="margin-bottom: 10px;"> <input type="checkbox"/> 4. Federal funds carried over from the prior year are estimated. Actual carryover depends on prior year closeout and will be confirmed upon closeout. </div> <div> <input type="checkbox"/> 5. Other: </div>																																																					
Name and Title of Authorizing Official: Karen Jackuback Deputy Director	Signature: 	Date: MAY 19 2021																																																			

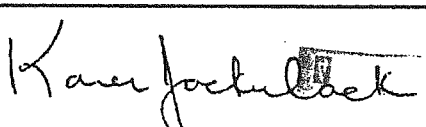
NOTIFICATION OF GRANT AWARD UNDER CMC6 OF THE AMERICAN RESCUE PLAN

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NOTIFICATION OF GRANT AWARD UNDER HDC6 OF THE AMERICAN RESCUE PLAN

Name and Address of Area Agency: Oswego County Office for the Aging P.O. Box 3080 County Office Complex - 70 Bunner Street Oswego, NY 13126-3080	Name and Address of Sponsoring Agency/Payee: Oswego County																																																				
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NOTIFICATION OF GRANT AWARD UNDER PHC6 OF THE AMERICAN RESCUE PLAN

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NOTIFICATION OF GRANT AWARD UNDER FCC6 OF THE AMERICAN RESCUE PLAN

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Federal Funds Ceiling (see remark 1)	\$42,351.00																																																								
Remarks: In addition to the conditions contained in the Four Year Plan, Annual Implementation Plan and Application for Funding, the conditions checked below apply to this award:																																																									
<div style="margin-bottom: 10px;"> <input type="checkbox"/> 1. Federal reimbursement is limited to the <u>lower</u> of the "Federal Share" in Section II or the "Federal Funds Ceiling" in Section III of this award notice. </div> <div style="margin-bottom: 10px;"> <input checked="" type="checkbox"/> 2. Receipt of federal funds (either through advance or reimbursement) does not constitute earning of these funds. The federal share of the project cost is earned only when allowable costs have been incurred and paid; and the non-federal share of the costs has been contributed. </div> <div style="margin-bottom: 10px;"> <input checked="" type="checkbox"/> 3. The federal share will not exceed 75% of the cost of Area Agency Administrative activities. </div> <div style="margin-bottom: 10px;"> <input type="checkbox"/> 4. Federal funds carried over from the prior year are estimated. Actual carryover depends on prior year closeout and will be confirmed upon closeout. </div> <div> <input type="checkbox"/> 5. Other: </div>																																																									
Name and Title of Authorizing Official: Karen Jackuback Deputy Director	Signature: 	Date: MAY 19 2021																																																							

COUNTY OF OSWEGO

BUDGET MODIFICATION REQUEST

[illegible]

COMMITTEE SIGNATURES

DATE _____

Barry E. Allen	11-29-21
Robert Allen	11-29-21
Robert Allen	11-29-21
Michael B. Allen	11-29-21

County Treasurer

Date _____

Personnel Director

Date _____

County Administrator

Date _____

Department Head

Date _____

RESOLUTION NO. 291

**RESOLUTION AUTHORIZING BUDGET MODIFICATION TO ACCEPT
HEALTH INSURANCE INFORMATION, COUNSELLING AND ASSISTANCE
STIPEND PROGRAM GRANT – OFFICE FOR THE AGING**

By Legislator Roy Reehil:

Upon recommendation of the Human Services 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 as shown on the attached budget modification request, and be it further

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

ADOPTED BY CONSENT VOTE ON DECEMBER 9, 2021:
YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0

OSWEGO COUNTY LEGISLATURE

Authorized Budget Modification

Res. 291 of 2021

A6772.437720 HICST
A6772.542500 HICST

(\$4,500.00)
\$4,500.00



Sara Sunday
Aging Services Administrator

Oswego County Office Complex
70 Bunner Street, Oswego NY 13126

INFORMATIONAL MEMORANDUM

From: Sara Sunday

Date: November 16, 2021

Subject: Budget Modification Request – OFA HIICAP Stipend Program Grant

Purpose: To amend the Office for the Aging budget to allocate \$4,500 Health Insurance Information, Counselling and Assistance Stipend Program funding to the Office for the Aging 2021 Operating Budget.

Background: The New York State Office for the Aging (NYSOFA) allocated funding to the Oswego County Office for the Aging (OFA) to help expand access to HIICAP counseling services by increasing rates of volunteerism. The stipend will be used to incentivize volunteer recruitment and retention. Funding will be used to encourage new volunteers by defraying some of the expenses associated with becoming a certified HIICAP counsellor.

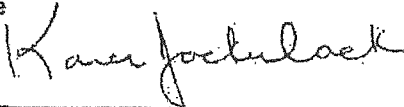
The OFA will provide a monthly stipend for up to five (5) volunteers in the amount of up to \$75.00 to those who provide a minimum of twenty (20) hours of HIICAP activities, including but not limited to: certification, training and travel associated with providing individualized health insurance counseling

The Department respectfully requests acceptance of this additional funding allocation. The attached budget modification reflects this request. The Health Insurance Information Counselling and Assistance Stipend Program grant is funded 100%. There will be no local share.

Fiscal Impact: There will be no negative effect to the budget.

Recommended Action: The Office for the Aging respectfully recommends the Human Services Committee, the Personnel and Finance Committee and the Oswego County Legislature authorize the transfer of this grant funding to operating accounts as listed.

NOTIFICATION OF GRANT AWARD -Health Insurance Information, Counseling and Assistance Stipend Program

Name & Address of Area Agency: Oswego County Office for the Aging P.O. Box 3080 County Office Complex - 70 Bunner Street Oswego, NY 13126-3080		Name and Address of Sponsoring Agency/Payee: Chemung County																											
Fiscal Year from which funds awarded: 2021		Beginning Date: 4/1/2021 End Date: 3/31/2022																											
		This Award is: New																											
Section I - Cost Categories <table border="1"> <thead> <tr> <th></th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Personnel</td> <td>-</td> </tr> <tr> <td>Fringe Benefits</td> <td>-</td> </tr> <tr> <td>Equipment</td> <td>-</td> </tr> <tr> <td>Travel</td> <td>-</td> </tr> <tr> <td>Maintenance & Operations</td> <td>-</td> </tr> <tr> <td>Other Expenses</td> <td>-</td> </tr> <tr> <td>Contracts</td> <td>-</td> </tr> <tr> <td>APPROVED COSTS</td> <td>-</td> </tr> </tbody> </table>			Amount	Personnel	-	Fringe Benefits	-	Equipment	-	Travel	-	Maintenance & Operations	-	Other Expenses	-	Contracts	-	APPROVED COSTS	-	Section II - Grantee Budget - Grant Funding: <table border="1"> <tbody> <tr> <td>Grant Share (see remark 1)</td> <td>-</td> </tr> <tr> <td>Net Cost</td> <td>-</td> </tr> </tbody> </table> Section III - Federal Funds Ceiling: <table border="1"> <tbody> <tr> <td>Base Allocation</td> <td>4,500.00</td> </tr> <tr> <td>Grants Funds Ceiling (see remark 1)</td> <td>4,500.00</td> </tr> </tbody> </table>		Grant Share (see remark 1)	-	Net Cost	-	Base Allocation	4,500.00	Grants Funds Ceiling (see remark 1)	4,500.00
	Amount																												
Personnel	-																												
Fringe Benefits	-																												
Equipment	-																												
Travel	-																												
Maintenance & Operations	-																												
Other Expenses	-																												
Contracts	-																												
APPROVED COSTS	-																												
Grant Share (see remark 1)	-																												
Net Cost	-																												
Base Allocation	4,500.00																												
Grants Funds Ceiling (see remark 1)	4,500.00																												
<p>REMARKS: In addition to the conditions contained in the Four Year Plan, Annual Update and approved Application for Funding, the conditions checked below apply to this award:</p> <p><input checked="" type="checkbox"/> 1. Reimbursement is limited to the <u>lower</u> of the Grant Share of net cost or the "Grant Funds Ceiling"</p> <p><input checked="" type="checkbox"/> 2. Receipt of grant funds, either through advance or reimbursement, does not constitute earning of these funds. The grant share of the project cost is earned only when allowable costs have been incurred and paid.</p> <p><input checked="" type="checkbox"/> 3. A separate audit trail is to be maintained for these funds and copies of all receipts and other pertinent documentation are to be maintained by the recipient for subsequent audit.</p> <p><input checked="" type="checkbox"/> 4. The final claim with all required supporting documentation must be received within sixty (60) days of the end of the program period.</p>																													
Name & Title of Authorizing Official: Karen Jackuback		Signature 	Date 10/26/21																										

COUNTY OF OSWEGO

BUDGET MODIFICATION REQUEST

[illegible]

COMMITTEE SIGNATURES

DATE _____

Bundy E. - 11/29/21
~~Michael E. - 11/29/21~~
 Herbert E. - 11/29/21
 Michael W. - 11/29/21

County Treasurer

Date _____

Human Resources Director

Date _____

~~County Administrator~~

Date _____

Department Head

Date _____

RESOLUTION NO. 292

**RESOLUTION AWARDED PROFESSIONAL SERVICES CONTRACT –
RFP 21-OFA-004 - DOOR TO DOOR SENIOR TRANSPORTATION**

By Legislator Roy Reehil:

WHEREAS, the County issued a request for proposal for a vendor to provide Door to Door Senior Transportation; and

WHEREAS, in accordance with Oswego County Purchasing Policy, the Oswego County Purchasing Department solicited Requests for Proposals (RFP 21-OFA-004) from multiple qualified firms to provide Door to Door Senior Transportation; and

WHEREAS, the Oswego County Office of the Aging and Oswego County Purchasing Department have reviewed the proposals received and determined the proposal from Oswego County Opportunities, Inc., Fulton NY 13069, meets the County's needs;

NOW, THEREFORE, BE IT RESOLVED, that upon the recommendation of the Human Service Committee that the County of Oswego awards the professional service contract for providing Door to Door Senior Transportation to Oswego County Opportunities, Inc., 239 Oneida Street, Fulton, NY 13069, per the attached fee schedule and be it further

RESOLVED that a certified copy of this resolution delivered to the Treasurer and Purchasing Director shall be their authority to affect the procurement of services.

ADOPTED BY VOICE VOTE ON DECEMBER 9, 2021:

YES: 19 NO: 5 ABSENT: 1 ABSTAIN: 0



OSWEGO COUNTY PURCHASING

46 E Bridge Steet, Oswego NY 13126
 Phone (315)326-6050 Fax (315)349-8237
 Email: Holly.Carpenter@OswegoCounty.Com

RFP 21-OFA-004 - Door to Door Senior Transportation

Name of Company	Location	Evaluation Rating	Required Documentation SHC/PRCS/PIS/NCC/RFC				
Oswego County Opportunities, Inc.	239 Oneida Street Fulton NY 13069	92.5	X	X	X	X	X

SHC=Sexual Harassment Certification; PRCS=Proposer Reply Cover Sheet; PIS=Proposer Information Sheet; NCC=Non-Collusion Certification; RFC= Resolution for Corporations

Solicitation Process: RFP 21-OFA-004 was publicly advertised in the official newspaper, on Bidnet, and on the Oswego County website on November 10, 2021. It was also sent directly to the following vendors:

- Oswego County Opportunities
- Going Places Transportation
- Empire DM Transportation
- VTC Oswego County Office

Number of Responses: One (1)

Oswego County Opportunities, Inc.	<p>Pro</p> <ul style="list-style-type: none"> ➤ Current and long-standing provider of transportation service to OFA programs, in good standing ➤ Responsive to OFA requests and timely changes made as needed ➤ High customer service feedback ➤ Meets all Scope of Work requirements <p>Con</p> <ul style="list-style-type: none"> ➤ None
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Proposals Reviewed By:

- Sara Sunday – Aging Services Administrator
- Hope Cimilluca – Sr Case Manager
- Missy Peel – Sr Case Manager
- Elizabeth Weimer – Sr Aging Services Specialist

Evaluation Summary: The evaluation committee reviewed and rated each proposal according to the criteria listed on the attached schedule. The Committee recommends awarding the contract to Oswego County Opportunities, Inc.

Recommended Actions: Oswego County Purchasing Department certifies that the solicitation complies with Oswego County Purchasing Policy and New York State General Municipal Law. The Purchasing Department recommends awarding the contract.

Schedule A

Evaluation Comparison
Door-To-Door Senior Transportation

Total Points	Evaluation Criteria	Oswego County Opportunities, Inc.								
	Evaluator	Sara Sunday, Hope Cimilluca, Missy Peel, Elizabeth Weimer								
40	Experience & Capabilities	40								
30	Management Outline and Project Approach	30								
10	Business & Organization	10								
20	Cost	12.5								
100	Total Points	92.5								
Rating per Evaluation			92.5	0.0			0.0			

RESOLUTION NO. 293

**RESOLUTION AUTHORIZING CREATION OF A NEW CHECKING ACCOUNT
IN THE DSS BUDGET FOR MANDATORY WITNESS FEES/MILEAGE**

By Legislator Roy Reehil:

WHEREAS, The Oswego County Department of Social Services (DSS) is required by statute to provide a \$15.00 witness fee and mileage reimbursement with subpoenas served on child welfare cases for Family Court appearances,

WHEREAS, The Department of Social Services currently contracts the check writing and mailing of witness fees and mileage checks with a vendor at a per check cost,

WHEREAS, the number of witness fee and mileage reimbursement checks being issued by the vendor is becoming an unmanageable workload for the vendor and DSS will bring this process in house to be completed in the DSS Fiscal unit, beginning January 1, 2022

NOW, Upon recommendation of the Human Services Committee of this body, with the approval of the Finance and Personnel Committee, be it

RESOLVED, that DSS is authorized to open a separate checking account for this sole purpose will be and maintained by the DSS Fiscal unit,

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

ADOPTED BY CONSENT VOTE ON DECEMBER 9, 2021:
YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0

OSWEGO COUNTY LEGISLATURE



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

Date: November 17, 2021
To: Human Services Committee of the BOL
Finance & Personnel Committee of the BOL
From: Stacy Alvord, Commissioner
RE: New Account for DSS to Pay Witness Fees + Mileage

DSS has struggled for several years to stay within the regulations to provide a \$15 Witness Fee and Mileage Reimbursement with Subpoenas served in child welfare cases in Family Court. Given the escalating number of subpoenas now being accepted by fax / email – largely pushed by the pandemic, there is a need for DSS to provide the statutory \$15 witness fee plus mileage through a check provided directly to the witness.

Service by fax or email saves the County the cost of paying for personal service, but they are still entitled to a witness fee/mileage check. When witnesses requested / approved of subpoenas being sent electronically via email / fax, our vendor, Legal Associates initially agreed to send out checks. The vendor has already voiced concerns about the rapid increase in the need for them to mail the witness fee checks without personal service, the level of work involved on their end, and the current rate they get paid for doing so (\$2). It is likely that they will increase the fee for this service at contract renewal as they have already requested an increase, which we refused.

Paying the witness fees is not easy. Many return the check or just never cash it. There are many complications in this process. What is clear, we need a quick and efficient process to issue checks and reconcile the account for those we are now delivering electronic subpoenas. It is anticipated that about 100 checks will go out monthly. That number may rise given that schools are beginning to accept electronic service of subpoenas.

After consultation with County Attorney Rich Mitchell and County Treasurer Kevin Gardner, DSS seeks approval from the Board of Legislators to open a new checking account that will solely be used for witness fees / mileage. The Financial Management unit of DSS will receive the referral from DSS Legal Services and will issue a check that same day to be delivered snail mail to the witness. To assure separation of duties, the Account Clerk will issue the check and a Senior Accountant will reconcile the account monthly. Checks will be electronically signed and listed under A6070543800 / WITFE – Fees and Services and broke out so that our Senior Accountant can reconcile the account with the Treasurer. **This is budget neutral** as the costs shift within this same budget line from expenses paid to Legal Associates to expenses paid under WITFE. Given that we have no history on this – it could end up less or more and will be adjusted as needed in the 2022 Budget.

It is important to note the majority of witnesses will need to have a subpoena served through a process server. DSS also anticipates a shortfall in Postage under budget line A6070542400 of approximately \$1,200. Should this occur in 2022, DSS will seek a budget modification to meet the increased expense. Most of these expenses are paid off the open child protective / foster care case. All federal IV E eligible cases are reimbursed 62% state revenue NET of federal 50% reimbursement. All other cases are reimbursed at 62%.

RESOLUTION NO. 294

**RESOLUTION AUTHORIZING BUDGET MODIFICATION DEPARTMENT OF
SOCIAL SERVICES TO TRANSFER FUNDS**

By Legislator Roy Reehil:

Upon recommendation of the Human Services 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.

ADOPTED BY CONSENT VOTE ON DECEMBER 9, 2021:
YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0

OSWEGO COUNTY LEGISLATURE

Authorized Budget Modification

Res. 294 of 2021

A6140.545500	(\$950,000.00)
A6070.455500 PC	\$950,000.00
A6010.514300	(\$9,900.00)
A6070.512000	\$9,900.00



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: November 22, 2021

SUBJECT: DSS Budget Modifications

PURPOSE: DSS seeks to move expenses to meet deficits in several budget lines in the 2021 budget.

SUMMARY: There are several budget lines that are inadequate to meet the year end needs of the Department.

A projected \$950,000 deficit in Foster Care Expenses is primarily due to the New York State Office of Children and Family Services (OCFS) increasing the rates for residential and therapeutic care placements retroactive to 04/01/2021. OCFS recently released an Administrative Directive advising of an additional increase retroactive to 07/01/2021 that impact local county foster care rate and Adoption/KinGAP cases. Once the November abstract is received from the state, a more complete analysis can be made on what is from retro expenses and impact of rate increase on an on-going basis. It is undetermined if the additional funding needed to close out 2021 is met with this allocation.

DSS seeks to move **\$950,000 from A6140 545500 Safety Net - Other Supplies & Expense to A6070 545500 FC Adult Family Services - Foster Care - Other Supplies & Expenses.**

A projected \$9,900 deficit for overtime (over 40 hours/week) is due to the increase in court and workforce shortage in legal services and caseworkers. Activities are time sensitive and critical to assure the health and safety of vulnerable children.

DSS seeks to move **\$9,900 from A6010 514300 Social Services Admin - Additional Hours to A6070 512000 Adult Family Services - Overtime Payments.**

FISCAL IMPACT: Both budget modifications are budget neutral.

RECOMMENDED

ACTION: The Department of Social Services recommends that the Human Services Committee, Finance & Personnel Committee, and the Legislature approve these budget modifications.

2021 Budget
11/19/2021

COMMITTEE SIGNATURES	DATE
<i>WKS</i>	11/29/21
<i>Bundy - EW</i>	11/29/21
<i>Harold</i>	11-29-21
<i>22-12</i>	11/29/21
<i>Herbert Gardner</i>	11-29-21
<i>Michael G. Gordon</i>	11/29/21

DATE _____

RESOLUTION NO. 295

**RESOLUTION AUTHORIZING THE COUNTY ATTORNEY'S OFFICE TO
INITIATE LITIGATION AGAINST ATTIS ETHANOL FULTON, LLC PURSUANT
TO GENERAL MUNICIPAL LAW §874(6) REGARDING A DEFAULTED
OSWEGO COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY PILOT
AGREEMENT**

By Legislator Tim Stahl:

WHEREAS, the Oswego County Industrial Development Authority (COIDA) entered into a Payment in Lieu of Taxes (PILOT) agreement concerning certain property in the Town of Volney with Attis Ethanol Fulton, LLC ("Attis"); and

WHEREAS, during the pendency of the PILOT agreement, Attis property covered thereby was exempt for county tax purposes under Real Property Tax Law §412-a; and

WHEREAS, Attis failed, refused or neglected to pay an installment under the PILOT to COIDA to be distributed to the County of Oswego and other affected tax jurisdictions in lieu of taxes; and

WHEREAS, COIDA declared the PILOT agreement to be in default with Attis on or about November 23, 2020 by resolution; and

WHEREAS, COIDA the County of Oswego may individually bring suit against Attis to recover the defaulted payment to COIDA on behalf of the county totalling \$148,416.00 due in March of 2020 plus any applicable penalties, interest and other amounts due by law and/or the PILOT agreement accrued to date; and

WHEREAS, the county, as an affected tax jurisdiction which has not received a payment in lieu of taxes due to it under the defaulted PILOT agreement may commence legal action in any court of competent jurisdiction directly against any person, firm, corporation, organization or agency which is obligated to make payments in lieu of taxes under an agreement and has failed to do so; and

WHEREAS, further, in such an action, the affected tax jurisdiction shall be entitled to recover the amount due under the PILOT agreement, the late payment penalties, interest, expenses, costs and disbursements together with the reasonable attorneys' fees necessary to prosecute such action,

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

RESOLVED, that the County Attorney's Office be and is hereby authorized to commence litigation on behalf of the County of Oswego under General Municipal Law §874(6) against Attis and/or any person, firm, corporation, organization which is obligated to make payments to recover the defaulted PILOT payment due and owing to the County of Oswego together with all allowable interest, penalties, expenses, costs and attorneys' fees.

ADOPTED BY VOICE VOTE ON DECEMBER 9, 2021:

YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 296

**RESOLUTION PURSUANT TO SECTION 120 OF THE NEW YORK STATE
AGRICULTURE AND MARKETS LAW AUTHORIZING THE CHAIRMAN TO
IMPOSE A DOG QUARANTINE IN THE COUNTY OF OSWEGO**

By Legislator Tim Stahl:

WHEREAS, the deer population in the County of Oswego may suffer severe depredation due to dogs at large attacking, chasing or worrying deer within Oswego County, and

WHEREAS, this situation is compounded by the onset of substantial snow accumulation within the county.

NOW, on recommendation of the Economic Development and Planning Committee of this body, be it

RESOLVED, that the Chairman of the Oswego County Legislature be, and he hereby is, empowered, when he deems it necessary, and in accordance with Section 120 of the NYS Agriculture and Markets Law, to issue and order that all dogs within the County of Oswego be securely confined until April 30, 2022, and it is further,

RESOLVED, Notice of such order shall be given by publication in a newspaper or newspapers of general circulation in said municipality which shall be designated by such governing body and by filing a copy of the order in the office of each clerk in the area affected by such order. Such order shall be in full force and effect at the expiration of twenty-four hours following publication of such notice; and it is further

RESOLVED, that said confinement shall be in full force and effect at the expiration of twenty-four hours following public notice given in the manner prescribed by the New York State Agriculture and Markets Law.

ADOPTED BY CONSENT VOTE ON DECEMBER 9, 2021:

YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0

RESOLUTION NO. 297

**RESOLUTION ALLOCATING HOTEL OR MOTEL OCCUPANCY TAX
REVENUES AND PROVIDING DISTRIBUTION OF OCCUPANCY TAX
REVENUES FOR 2022**

By Legislator Tim Stahl:

WHEREAS, the Oswego County Legislature finds and declares that promotion, stimulation, development and expansion of tourism and tourism-related recreational and cultural activities are important to the economic development of Oswego County, and

WHEREAS, the Legislature has determined that a program of Hotel or Motel occupancy tax revenues for tourism promotion, marketing and tourism-related services will benefit Oswego County by increasing employment and tax revenues and thereby enhance the well-being of the County, and

WHEREAS, Section 14 - Disposition of Revenues – of Local Law No. 1 of 1988, as amended by both Local Law No. 1 of 1989 and Local Law No.1 of 2004, which established the Oswego County Hotel or Motel Occupancy Tax and granted authority to the Oswego County Legislature to determine an amount for the administration of said tax and to allocate the revenue derived from said tax, after deducting administration costs, on an annual basis.

Now, on recommendation of the Economic Development and Planning Committee, and with the approval of the Finance and Personnel Committee of this body, be it hereby

RESOLVED, that the Oswego County Treasurer's office is hereby authorized to retain 4% and the remaining revenue over the 2022 budgeted line A6420-411130 to defray the necessary expenses of the county in administering of the said tax collection process and be it further

RESOLVED, that for 2022, the revenue derived from the Hotel or Motel Occupancy Tax, after deducting the amount provided for administering said shall be allocated to the County of Oswego for tourism promotion, and be it further

RESOLVED, the funds generated through this tax shall be used only for the purpose of promoting and developing tourism-related resources, to encourage out-of-town visitors to come to Oswego County, and be it further

RESOLVED, that tourism promotion, marketing and tourism-related services shall mean activities, programs or projects that are primarily designed and intended to further encourage tourism by promoting Oswego County, its cities, towns and villages in order to increase tourism.

ADOPTED BY CONSENT VOTE ON DECEMBER 9, 2021:
YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0

OSWEGO
COUNTY
LEGISLATURE

RESOLUTION NO. 298

**RESOLUTION AUTHORIZING BUDGETARY MODIFICATION DEPARTMENT
OF COMMUNITY DEVELOPMENT, TOURISM AND PLANNING, PUBLIC
TRANSPORTATION FUNDS**

By Legislator Tim Stahl:

Upon recommendation of the Finance and Personnel Committee of this body, be it

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

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

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

ADOPTED BY CONSENT VOTE ON DECEMBER 9, 2021:
YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0

OSWEGO COUNTY LEGISLATURE

Authorized Budget Modification

Res. 294 of 2021

A8020.447890 PTA
A8020.439890

(\$851,539.00)
\$851,539.00



David R. Turner
Director

**OSWEGO COUNTY DEPARTMENT OF COMMUNITY
DEVELOPMENT, TOURISM AND PLANNING**

COUNTY BUILDING
46 EAST BRIDGE STREET
OSWEGO, NEW YORK 13126

TELEPHONE (315) 349-8292
FAX (315) 349-8279

Janet W. Clerkin
*Office of Promotion
And Tourism*

Donna B. Scanlon
*Office of Community
Development Programs*

Scott Smith
Office of Housing Assistance

INFORMATIONAL MEMORANDUM

SUBJECT: Accept and Disburse repayments from public transportation sources

PURPOSE: This resolution proposes to modify certain budget lines.

SUMMARY: The Community Development office has received funding (\$851,539) to support our public transportation program. These funds were previously authorized for use and discussed in Resolution #197 on September 9, 2021. However, at that time they were improperly identified and coded as federal funds when in fact they are NYS funds. This resolution corrects that action and identifies the origin of these funds as NYS.

FISCAL IMPACT: None.

**RECOMMENDED
ACTION:** The Committee on Finance & Personnel authorize these actions.

COUNTY OF OSWEGO

BUDGET MODIFICATION

ACCOUNT NUMBER			ACCOUNT NUMBER			DESCRIPTION	DOLLAR AMOUNT
ORG	OBJECT	PROJ	ORG	OBJECT	PROJ		
A8020	447890	PTA				Public Transportation-Project PTA	(\$851,539.0)
			A8020	439890		Public Transportation- Project PTA	\$851,539.0
						correction from federal revenue to state revenue	
COMMITTEE SIGNATURES						DATE	TOTAL AMOUNT
							\$0.00

COMMITTEE SIGNATURES	DATE
<i>[Signature]</i>	11/30/21
<i>[Signature]</i>	11/30/21
Morgan Torbess	11/30/21
<i>[Signature]</i>	11/30/21
<i>[Signature]</i>	11/30/21
<i>[Signature]</i>	11/30/21
Maria Schmitt	11/30/2021

COUNTY TREASURER

DATE _____

PERSONNEL DIRECTOR

DATE _____

COUNTY ADMINISTRATOR

DATE _____

DEPARTMENT HEAD

DATE _____

RESOLUTION NO. 299

**RESOLUTION AUTHORIZING THE CHAIRMAN TO ENTER INTO A DATA
SHARING AGREEMENT WITH THE TUG HILL COMMISSION**

By Legislator Tim Stahl:

WHEREAS, the Tug Hill Commission (THC) has been conducting studies to better understand the availability and affordability of broadband services throughout the region it serves, and

WHEREAS, in order to do so in a comprehensive and inclusive manner, their team needs to gather public and private data about existing conditions, some of which is considered proprietary, and

WHEREAS, in an effort to protect the interests of the cooperating partners, the THC is asking each involved partner to sign a data sharing agreement, and

WHEREAS, the proposed agreement has been properly vetted by the appropriate county department,

NOW, on recommendation of the Economic Development and Planning Committee of this body, be it

RESOLVED, that the Oswego County Legislature hereby designates the Oswego County Office of Strategic Initiatives, with assistance from the 911 Office, the Departments of Central Services and Real Property Services as the committee to oversee the broadband data sharing services, and be it further

RESOLVED, that the Chairman of the Legislature is hereby authorized to enter into any contracts or agreements that may be necessary for the completion of these activities.

ADOPTED BY CONSENT VOTE ON DECEMBER 9, 2021:
YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0



David R. Turner
Director

**OSWEGO COUNTY DEPARTMENT OF COMMUNITY
DEVELOPMENT, TOURISM AND PLANNING**

COUNTY BUILDING
46 EAST BRIDGE STREET
OSWEGO, NEW YORK 13126

TELEPHONE (315) 349-8292
FAX (315) 349-8279

Janet W. Clerkin
*Office of Promotion
And Tourism*

Donna B. Scanlon
*Office of Community
Development Programs*

Scott Smith
Office of Housing Assistance

INFORMATIONAL MEMORANDUM

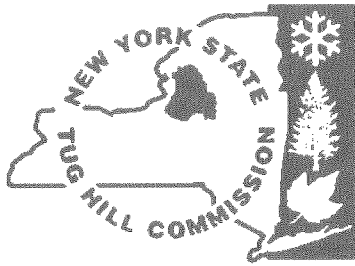
SUBJECT: Broadband related data sharing agreement.

PURPOSE: Authorize the Chairman to enter into an agreement with the Tug Hill Commission (THC).

SUMMARY: The THC has been conducting a study to better understand the availability and affordability of broadband service throughout the region they serve. In order to do so in a comprehensive and inclusive manner, their team needs to gather public and private data about existing conditions, some of which is considered proprietary. To protect the interests of the cooperating partners, the THC is asking each involved partner to sign a data sharing agreement. The agreement has been vetted and approved by the County Attorney, the 911 Director, Director of Central Services and the Real Property Systems Administrator.

FISCAL IMPACT: None.

RECOMMENDED ACTION: The Economic Development and Planning Committee recommends this action.



315-785-2380 / 2570

315-785-2574 (fax)

Dulles State Office Building
317 Washington Street
Watertown, New York 13601-3782

e-mail: tughill@tughill.org

website: www.tughill.org

Chairman

Jan J. Bogdanowicz

Vice Chairman

Michael G. Yerdon, Sr.

Secretary

Thomas E. Boxberger

Members

Leona M. Cheresnoski

Roger W. Maciejko

Geraldine J. Ritter

William W. Scriber

Executive Director

Katie Malinowski

October 15, 2021

To whom it may concern:

The NYS Tug Hill Commission has partnered with Central New York Regional Planning and Development Board, Mohawk Valley Economic Development District, the Development Authority of the North Country, and AdkAction to provide two broadband data products to cover the 11-county region. The 11 counties include Lewis, Jefferson, Saint Lawrence, Oswego, Onondaga, Cayuga, Cortland, Oneida, Herkimer, Warren, and Washington counties. One product will be a public-facing map with generalized target areas identified based on ECC Technologies' final reports, each counties' broadband infrastructure layers, and county feedback. This public-facing map will protect proprietary and security concerns related to broadband infrastructure. The second product will be a PostGIS broadband database provided to our regional partners and counties upon receipt of a signed data sharing agreement.

A Public-Facing Map

A public-facing map with data hosted in a PostGIS database will include e-911 address points, U.S. Department of Agriculture's Rural Digital Opportunity Fund winning broadband bidders, broadband target areas according to final ECC reports, and census data by census block (e.g., population, median household income, and number of households). This PostGIS database will be connected to the commission's GIS Cloud platform. The final map will exclude broadband infrastructure layers and include generalized broadband infrastructure-poor areas based on ECC's reports, broadband infrastructure data, and feedback from the counties. This is very similar to what the NYS Department of Public Service will implement in May 2022. We will remove any sensitive information from the datasets shared publicly. We have sent a cybersecurity questionnaire—the Consensus Assessment Initiative Questionnaire—to GIS Cloud, to have even more assurance about the cybersecurity controls on their platform.

A Broadband Database

All the broadband data, including sensitive broadband infrastructure data for each county, will be stored in a separate PostGIS database, which is housed on East Coast servers. This separate PostGIS database will include broadband infrastructure data for the 11 counties, e-911 address points for the 11 counties, U.S. Department of Agriculture's Rural Digital Opportunity Fund winning broadband bidders in New York State, broadband target areas according to final ECC county reports, and census data by census block (e.g., population, median household income, and number of household). Other datasets may be included upon request. Each broadband partner will receive unique credentials to access the data within the PostGIS broadband database. Upon making connection to the PostGIS database using these unique credentials, partners can add the broadband data to ArcMap, QGIS, or in any other GIS software.

Cybersecurity Considerations

On August 2, 2021, the NYS Tug Hill Commission met with New York State's Division of Homeland Security & Emergency Services, Office of Counter Terrorism, to address cybersecurity concerns related

to hosting sensitive broadband infrastructure data offshore. On August 9, 2021, our counsel provided us feedback on several cybersecurity concerns that we had. Considering these concerns and recommendations from both the Office of Counter Terrorism and our legal counsel, the commission decided against using GIS Cloud's web feature services for hosting the sensitive broadband infrastructure data. Rather we will only use GIS Cloud for our public-facing map, which will not include the sensitive broadband infrastructure data. Furthermore, since PostGIS is hosted on servers in the United States, they comply with national cybersecurity standards for hosting sensitive infrastructure data onshore. Furthermore, the data will be password-protected further strengthening our broadband cybersecurity posture.

Input from NYS Department of Public Service

We met on June 2, 2021, with NYS Department of Public Service—the Empire State Development Broadband Program Office also sat in on the call—to discuss their plans for broadband mapping. They are following a similar data collection process to our own with ECC Technologies, Inc. They plan to have their reports and maps live in May 2022. Currently, they are brainstorming templates for their public-facing map. They suggested that we keep our mapping efforts active even after their map goes live so that we can make quicker updates when necessary and they can use our service as a point of reference.

Information and Data Request

The commission is collecting each counties' infrastructure data to share with all partners in the password-protected broadband database and to create the broadband target areas for the public-facing map. We are also accepting any geospatial and other data related to the Broadband Affordability and Adoption Tool (BAAT) survey results. The BAAT data can be used to improve the creation of broadband target areas. If there are any other broadband-related datasets that you would like the commission to host in the broadband database, please let us know what those datasets may be and what restrictions you would like to place on those datasets. All these datasets can be email to Katie Malinowski, Executive Director at the Tug Hill Commission, katie@tughill.org, along with the signed data sharing agreement.

In summary, the commission has taken in partners' feedback and concerns to provide final products that are user-friendly and have a strong cybersecurity posturing. You are welcome to use both resources, however access to the broadband database requires the submission of a signed data sharing agreement. The public-facing map will be similar to New York State Public Service Commission's public-facing map, which will be released in May 2022. Any broadband-related datasets that you wish to include in the shared broadband database can be emailed to Katie Malinowski, katie@tughill.org. Both broadband database and mapping products will launch on October 29. Any new or updated datasets will be added as they become available. Any questions, comments, or concerns can also be directed to Alaina Mallette, Planner, alaina@tughill.org.

Thank you for your participation in this important initiative. The commission looks forward to seeing broadband expand in our 11 counties.

Best wishes,



Katie Malinowski
Executive Director
NYS Tug Hill Commission



Alaina Mallette
Planner
NYS Tug Hill Commission

RESOLUTION NO. 300

**RESOLUTION TO ACCEPT LHD COVID-19 VACCINATION RESPONSE
(CVDVAX) FUNDING FROM NEW YORK STATE DEPARTMENT OF HEALTH**

By Legislator James Karasek:

WHEREAS, to accept additional funding to support increased capacity to conduct case, contact investigations and reporting and support COVID-19 vaccination clinics; and

WHEREAS, Oswego County Health Department has received \$338,497.17 in grant funding to support COVID-19 vaccination response; and

WHEREAS, \$26,110 of the award must be used toward activities targeted to high-risk and underserved populations. \$12,997 of the award must be used to implement vaccine confidence strategies for COVID-19 and routine vaccinations; and

WHEREAS, Allowable costs include, but are not limited to: staff overtime costs operating vaccinations clinics; clinic supplies; repair, replace or supplement vaccine storage; education and technical assistance to Vaccines For Children and COVID-19 vaccine providers; COVID-19 vaccine and Vaccines For Children media campaigns; conduct COVID-19-related activities, including partnering with community and other health-based organizations to promote and increase COVID-19 and other vaccine uptake in racial and ethnic minority groups and rural communities, and to increase accessibility for people with disabilities. The contract period for this funding is January 1st, 2021 thru June 30th, 2024.; and

NOW, on the recommendation of the Health Committee, with the approval of the Finance and Personnel Committee, be it

RESOLVED, To accept Vaccination Response grant funds and the corresponding 2021 budget modification.

ADOPTED BY CONSENT VOTE ON DECEMBER 9, 2021:
YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0

Authorized Budget Modification

Res. 300 of 2021

A4035.434010	(\$338,497.17)
A4035.512000 COVID	\$70,000.00
A4035.514300 COVID	\$100,000.00
A4035.545500 COVID	\$168,497.17

OSWEGO COUNTY

JIANCHENG HUANG, DIRECTOR OF PUBLIC HEALTH
PHONE 315.349.3545



HEALTH DEPARTMENT

70 BUNNER STREET, OSWEGO, NEW YORK 13126-3357
FAX 315.349.3435

INFORMATIONAL MEMO

SUBJECT: LHD COVID-19 Vaccination Response (CVDVAX) Funding from NYSDOH

PURPOSE: Accept funding to support COVID-19 vaccination response.

SUMMARY: Oswego County Health Department has received \$338,497.17 in grant funding to support COVID-19 vaccination response. \$26,110 of the award must be used toward activities targeted to high-risk and underserved populations. \$12,997 of the award must be used to implement vaccine confidence strategies for COVID-19 and routine vaccinations. Allowable costs include, but are not limited to: staff overtime costs operating vaccinations clinics; clinic supplies; repair, replace or supplement vaccine storage; education and technical assistance to Vaccines For Children and COVID-19 vaccine providers; COVID-19 vaccine and Vaccines For Children media campaigns; conduct COVID-19-related activities, including partnering with community and other health-based organizations to promote and increase COVID-19 and other vaccine uptake in racial and ethnic minority groups and rural communities, and to increase accessibility for people with disabilities. The contract period for this funding is January 1st, 2021 thru June 30th, 2024.

RECOMMENDED

ACTION: The Health Committee approve to accept Vaccination Response grant funds and the corresponding 2021 budget modification.

COUNTY OF OSWEGO

COMMITTEE SIGNATURES	DATE
<i>[Signature]</i>	11-30-21
<i>[Signature]</i>	11/30/21
<i>Richard P. Kline</i>	11/30/20
<i>[Signature]</i>	11/30/21
<i>Carla Dees</i>	11/30/21
<i>Robert J. Yarbrough</i>	11-30-21

DEPARTMENT HEAD	DATE

RESOLUTION NO. 301

**RESOLUTION TO ACCEPT EPIDEMIOLOGY & LABORATORY CAPACITY
(ELC) ENHANCED DETECTION FUNDING FROM HEALTH RESEARCH, INC**

By Legislator James Karasek:

WHEREAS, to accept additional funding to support increased capacity to conduct case, contact investigations and reporting and support COVID-19 vaccination clinics; and

WHEREAS, Oswego County Health Department has received an additional \$411,656, equaling a total of \$716,604 in grant funding to support COVID-19 response; and

WHEREAS, The Enhanced Detection grant supports the 6 temporary Public Health Investigator positions and 3 temporary Account Clerk positions, as well as staff overtime for completing investigations and COVID-19 vaccination clinics. The grant contract period for this funding began July 1, 2020 and has been extended through March 31, 2023; and

WHEREAS, Public Health Investigator duties include contacting those diagnosed with COVID-19 to elicit contact information during the infectious period; providing education and instructions for safely self-isolating; conducting or assisting with workplace and healthcare facility notification; conducting outbreak/cluster investigations; and leading or assisting in the development of materials to support investigation activities; and

NOW, on the recommendation of the Health Committee, with the approval of the Finance and Personnel Committee, be it

RESOLVED, To accept the additional grant funds and the corresponding budget modification adding remainder of grant funds not currently included in the 2021 budget.

ADOPTED BY CONSENT VOTE ON DECEMBER 9, 2021:
YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0

Authorized Budget Modification	Res. 301 of 2021
A4035.444890	(\$445,561.00)
A4035.514000	\$230,345.00
A4035.514300 COVID	\$100,000.00
A4035.512000 COVID	\$83,000.00
A4035.590308	\$31,621.00
A4035.545500	\$595.00

OSWEGO COUNTY

JIANCHENG HUANG, DIRECTOR OF PUBLIC HEALTH
PHONE 315.349.3545



HEALTH DEPARTMENT

70 BUNNER STREET, OSWEGO, NEW YORK 13126-3357
FAX 315.349.3435

INFORMATIONAL MEMO

- SUBJECT:** COVID-19 Epidemiology & Laboratory Capacity (ELC) Enhanced Detection Funding from Health Research Inc.
- PURPOSE:** Budget modification to accept additional funding to support increased capacity to conduct case, contact investigations and reporting and support COVID-19 vaccination clinics.
- SUMMARY:** Oswego County Health Department has received an additional \$411,656, equaling a total of \$716,604 in grant funding to support COVID-19 response.

The Enhanced Detection grant supports the 6 temporary Public Health Investigator positions and 3 temporary Account Clerk positions, as well as staff overtime for completing investigations and COVID-19 vaccination clinics. The grant contract period for this funding began July 1, 2020 and has been extended through March 31, 2023.





Public Health Investigator duties include contacting those diagnosed with COVID-19 to elicit contact information during the infectious period; providing education and instructions for safely self-isolating; conducting or assisting with workplace and healthcare facility notification; conducting outbreak/cluster investigations; and leading or assisting in the development of materials to support investigation activities.

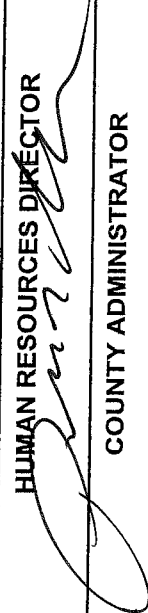
RECOMMENDED

- ACTION:** To accept the additional grant funds and the corresponding budget modification adding remainder of grant funds (\$33,905) not currently included in the 2021 budget bringing the total modification to \$445,561.

**COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST**

From			To		
ACCOUNT NUMBER		ACCOUNT NUMBER			
ORG.	OBJECT	PROJ.	ORG.	OBJECT	PROJ.
A4035	444890				
			A4035	514000	
			A4035	514300	COVID
			A4035	512000	COVID
			A4035	590308	
			A4035	545500	
Increased Funding for COVID Enhanced Detection Grant					
TOTAL AMOUNT					-

COMMITTEE SIGNATURES	DATE
	11-30-21
	11/30/21
	11/30/21
	11/30/21
	11/30/21

COUNTY TREASURER	DATE
HUMAN RESOURCES DIRECTOR	DATE
	11/30/21
COUNTY ADMINISTRATOR	DATE
DEPARTMENT HEAD	DATE

RESOLUTION NO. 302

**RESOLUTION AWARDED PROFESSIONAL SERVICES CONTRACT –
RFP 21-HLTH-002 HOSPICE PRESCRIPTION SERVICE**

By Legislator James Karasek:

WHEREAS, the County issued a request for proposal for a vendor to provide Hospice Prescription Services; and

WHEREAS, in accordance with Oswego County Purchasing Policy, the Oswego County Purchasing Department solicited Requests for Proposals (RFP 21-HLTH-002) from multiple qualified firms to provide Hospice Prescription Services; and

WHEREAS, the Oswego County Health Department and Oswego County Purchasing Department have reviewed the proposals received and determined the proposal from Wayne's Drugs of Pulaski Inc., Oswego NY 13126, meets the County's needs;

NOW, THEREFORE, BE IT RESOLVED, that upon the recommendation of the Health Committee that the County of Oswego awards the professional service contract for providing Hospice Prescription Service to Wayne's Drugs of Pulaski Inc., 24 W Bridge Street, Oswego NY 13126 per the attached fee schedule and be it further

RESOLVED that a certified copy of this resolution delivered to the Treasurer and Purchasing Director shall be their authority to affect the procurement of services

ADOPTED BY CONSENT VOTE ON DECEMBER 9, 2021:
YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0



OSWEGO COUNTY PURCHASING

46 E Bridge Steet, Oswego NY 13126
Phone (315)326-6050 Fax (315)349-8237
Email: Holly.Carpenter@OswegoCounty.Com

RFP 21-HLTH-002 -HOSPICE PRESCRIPTION SERVICES

Name of Company	Location	Evaluation Rating	Required Documentation SHC/PRCS/PIS/NCC/RFC					
Chem Rx Pharmacy Services, LLC dba PharMerica	12 Interstate Ave Colonie NY 12205	75	<table><tr><td>X</td><td>X</td><td>X</td><td>X</td><td>N/A</td></tr></table>	X	X	X	X	N/A
X	X	X	X	N/A				
Marley Drug, Inc.	5008 Peters Creek Parkway Winston Salem NC 27127	72	<table><tr><td>X</td><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	X	X	X	X	X
X	X	X	X	X				
Wayne Drugs of Pulaski, Inc.	24 W Bridge Street Oswego NY 13126	100	<table><tr><td>X</td><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	X	X	X	X	X
X	X	X	X	X				

SHC=Sexual Harassment Certification; PRCS=Proposer Reply Cover Sheet; PIS=Proposer Information Sheet; NCC=Non-Collusion Certification; RFC= Resolution for Corporations

Solicitation Process: RFP 21-HLTH-002 was publicly advertised in the official newspaper, on Bidnet, and on the Oswego County website on October 26, 2021. It was also sent directly to the following vendors:

- Hargraves Pharmacy
- Walgreens
- Kinney Drugs
- Harbor Pharmacy
- Wayne Drugs
- Walmart Pharmacy
- Price Chopper Pharmacy
- The Medicine Place
- Target Pharmacy
- Brewerton Pharmacy
- Oswego Health

Number of Responses: Three (3)

Chem Rx Pharmacy Services, LLC dba PharMerica	Pro <ul style="list-style-type: none"> • Pharmacist available 24/7 • Will work with formulary Con <ul style="list-style-type: none"> • Only delivers 2x day times not Compatible with Hospice hours • From Albany - has not worked with hospice
Marley Drug, Inc.	Pro <ul style="list-style-type: none"> • Offers 2% discount on prompt payment within 30 days. • Offers comfort kits Con <ul style="list-style-type: none"> • Mail order pharmacy out of state
Wayne Drugs of Pulaski, Inc.	Pro <ul style="list-style-type: none"> • Delivers at least 2x daily at times decided by Hospice Team. • Delivers locally, allows staff to pick up • Meds at pharmacy. • Already has Hospice formulary in place. Con <ul style="list-style-type: none"> • none

Proposals Reviewed By: Vera Dunsmoor DPS, Becky Miller SPHN Hospice

Evaluation Summary: The evaluation committee reviewed and rated each proposal according to the criteria listed on the attached schedule. The Committee recommends awarding the contract to Wayne's Drugs of Pulaski, Inc., Oswego, NY.

Recommended Actions: Oswego County Purchasing Department certifies that the solicitation complies with Oswego County Purchasing Policy and New York State General Municipal Law. The Purchasing Department recommends awarding the contract.

Schedule A

Evaluation Comparison
Hospice Prescription Services

Total Points	Evaluation Criteria	Marley Drugs		Waynes Drugs		Pharmerica					
		VJD	BSM	VJD	BSM	VJD	BSM				
40	Evaluator										
	Experience & Capabilities	20	20	40	40	30	30				
30	Management Outline and Project Approach	25	25	30	20	20	20				
	Business & Organization	10	10	10	10	10	10				
20	Cost	20	15	20	20	15	15				
100	Total Points	75	70	100	100	75	75				
Rating per Evaluation		72.5				100.0		75.0			

RESOLUTION NO. 303

**RESOLUTION TO ACCEPT NEW YORK STATE PUBLIC HEALTH CORPS
FELLOWSHIP PROGRAM FUNDING**

By Legislator James Karasek:

WHEREAS, To accept the New York State Public Health Corps Fellowship Program funding to promote and increase the capacity of the Health Department; and

WHEREAS, In the 2021 State of the State, the Governor announced the establishment of the first New York State Public Health Corps (NYSPHC) Fellowship Program. The intent being that it will build public health capacity to: support COVID-19 response operations; support vaccination efforts; and increase preparedness for future public health emergencies. Health Research Inc./ New York State Department of Health (HRI/NYSDOH) has awarded the Oswego County Health Department (OCHD) with up to \$1,870,232.00, over two years, to support a total of 12 fellows per year, based on a method that takes into consideration the current population of the county and the county's health outcome indicators. Candidates to the program are to include recent graduates and students advanced in their studies in public health programs; and

WHEREAS, One program goal is to bolster the state's public health infrastructure by mobilizing up to 1,000 fellows, state-wide, to provide critical support and services to Local Health Departments (LHDs); and

WHEREAS, Another program goal is to effectively educate and communicate with New Yorkers about key strategies that address public health efforts; and

WHEREAS, the final program goal is to Facilitate connections among the community-level public health stakeholders required to strengthen and sustain public health learning and partnerships, and

NOW, on the recommendation of the Health Committee, with the approval of the Finance and Personnel Committee, be it

RESOLVED, To approve and accept the New York State Public Health Corps Fellowship Program funding, and the corresponding 2021 budget modification.

ADOPTED BY VOICE VOTE ON DECEMBER 9, 2021:

YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0

Authorized Budget Modification

Res. 303 of 2021

A4010.514000
A4010.590308
A4010.545500
A4010.444890

\$636,836.00
\$48,718.00
\$1,184,678.00
(\$1,870,232.00)

OSWEGO COUNTY

JIANCHENG HUANG, DIRECTOR OF PUBLIC HEALTH
PHONE 315.349.3545



HEALTH DEPARTMENT

70 BUNNER STREET, OSWEGO, NEW YORK 13126-3357
FAX 315.349.3435

INFORMATIONAL MEMO

- SUBJECT:** New York State Public Health Corps Fellowship Program
- PURPOSE:** To accept the New York State Public Health Corps Fellowship Program funding to promote and increase the capacity of the Health Department.
- SUMMARY:** In the 2021 State of the State, the Governor announced the establishment of the first New York State Public Health Corps (NYSPHC) Fellowship Program. The intent being that it will build public health capacity to: support COVID-19 response operations; support vaccination efforts; and increase preparedness for future public health emergencies. Health Research Inc./ New York State Department of Health (HRI/NYSDOH) has awarded the Oswego County Health Department (OCHD) with up to \$1,870,232.00, over two years, to support a total of 12 fellows per year, based on a method that takes into consideration the current population of the county and the county's health outcome indicators. Candidates to the program are to include recent graduates and students advanced in their studies in public health programs. The program also encourages individuals with training in public health, medicine, dentistry, nursing, pharmacology/pharmacy, allied health, social services, communications, logistics planning, education, public policy/administration, and emergency health programs to apply.

This grant will require the establishment of a Local Coordinator position that will work with the county health department supervisors and Fellows on efforts related to the New York State Public Health Corps (NYSPHC) Fellowship Program. This position will be created with the 2022 Oswego County Budget.







The overall Program goal is three-fold:

1. Bolster the state's public health infrastructure by mobilizing up to 1,000 fellows, state-wide. to provide critical support and services to Local Health Departments (LHDs);
2. Effectively educate and communicate with New Yorkers about key strategies that address public health efforts; and
3. Facilitate connections among the community-level public health stakeholders required to strengthen and sustain public health learning and partnerships.

RECOMMENDED

- ACTION:** To approve and accept the New York State Public Health Corps Fellowship Program funding, and the corresponding 2021 budget modification.

2021 Budget

COMMITTEE SIGNATURES	DATE
	11-30-21
	11/30/21
	11/30/2021
	11/30/21
	11/30/21
	11-30-21

DEPARTMENT HEAD	DATE
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RESOLUTION NO. 304

**RESOLUTION AUTHORIZING THE ACQUISITION OF CERTAIN LANDS
COMPRISING WEST FIFTH STREET ROAD UNDER NEW YORK STATE
HIGHWAY LAW §118 FOR THE EXTENSION OF COUNTY ROUTE 25**

By Legislator Stephen Walpole:

WHEREAS, West Fifth Street Road is owned and maintained by the Towns of Oswego, Minetto and Granby, each of which own portions of same; and

WHEREAS, County Route 25 connects with Fifth Street in the City of Oswego and West Fifth Street (lying between the intersection of Furniss Station Road and the intersection of County Route 25) in the aforementioned towns; and

WHEREAS, there is confusion for emergency services, delivery services and the United States Post Office concerning the similarity of some addresses within the City of Oswego and addresses along West Fifth Street Road in the aforementioned towns; and

WHEREAS, this acquisition and name change will serve to connect County Route 25 with County Route 85 and avoid confusion and pose no change in traffic; and

WHEREAS, the Town Boards of the Town of Oswego, Town of Minetto and Town of Granby have, heretofore, adopted resolutions authorizing the execution of a quitclaim deed and the transfer of their portions of West Fifth Street Road and related appurtenances on behalf of their respective towns to the County of Oswego so that the existing roadway may be added to the county road map and become part of, and named as, County Route 25; and

WHEREAS, a resolution accepting same is both necessary and desirable,

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

RESOLVED, that the County of Oswego hereby authorizes the acquisition of said lands from the Town of Oswego, Town of Granby and Town of Minetto via quitclaim deed in acceptable form to the County Attorney and the Oswego County Highway Engineer; and, it is further

RESOLVED, that the county shall pay all costs of the preparation and filing of said deeds; and, it is further

RESOLVED, that the Oswego County Highway Department shall coordinate with Oswego County E-911 regarding the change in name for West Fifth Street Road so that residences and addresses affected by same can be renumbered and proper notice can be

given to those impacted thereby as well as law enforcement, fire departments, EMS, the United States Post Office as well as Oswego County Real Property Services and the towns including town assessors; and it is further

RESOLVED, that the effective date of the name change and addition to the official county road map shall not occur before February 1, 2022; and, it is further

RESOLVED, that the Oswego County Legislature, being the State Environmental Quality Review Act (SEQRA) lead agency, hereby finds and determines that this Action constitutes a Type II action pursuant to Section 617.5(c)(1) and 617.5(c)(5) & (c)(6) 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 (1) maintenance or repair involving no substantial changes in an existing structure or facility;(5) repaving of existing highways not involving the addition of new travel lanes; and (6) street openings and right-of-way openings for the purpose of repair or maintenance of existing utility facilities. 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.

ADOPTED BY CONSENT VOTE ON DECEMBER 9, 2021:
YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0

RESOLUTION NO. 305

**RESOLUTION AWARDING PROFESSIONAL SERVICES CONTRACT –
RFP 21-HW-001 CONSULTANT AUDIT**

By Legislator Stephen Walpole:

WHEREAS, the County issued a request for proposal for a vendor to provide Consultant Audit Service, and

WHEREAS, in accordance with Oswego County Purchasing Policy, the Oswego County Purchasing Department solicited Requests for Proposals (RFP 21-HW-001) from multiple qualified independent certified public accounting (CPA) firms to perform an audit on both the consultant and sub-consultant contracts for a recently completed federally aided bridge project per Federal regulations; and

WHEREAS, the Oswego County Highway Department and Oswego County Purchasing Department have reviewed the proposals received and determined the proposal from EFPR Group CPA's PLLC of Williamsville, NY, meets the County's needs;

NOW, THEREFORE, BE IT RESOLVED, that upon the recommendation of the Infrastructure Facilities and Technologies Committee that the County of Oswego awards the professional service contract for providing Consultant Audit Services to EFPR Group CPA's PLLC, of 6390 Main Street, Suite 200, Williamsville, NY 14221 per the attached fee schedule and be it further

RESOLVED that a certified copy of this resolution delivered to the Treasurer and Purchasing Director shall be their authority to affect the procurement of services.

ADOPTED BY CONSENT VOTE ON DECEMBER 9, 2021:
YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 306

RESOLUTION AUTHORIZING PURCHASE OF EQUIPMENT

By Legislator Stephen Walpole:

WHEREAS, the Highway Department has identified the need to purchase several pieces of equipment

NOW, on recommendation of the Infrastructure and Facilities Committee of this Committee of this Legislature with the approval of the Finance and Personnel Committee, be it

RESOLVED, that the County Treasurer is hereby authorized to execute the budgetary adjustments shown on the attached budget modification form 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.

ADOPTED BY CONSENT VOTE ON DECEMBER 9, 2021:
YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0

OSWEGO COUNTY LEGISLATURE

Authorized Budget Modification

Res. 306 of 2021

A5112.435010

(\$1,800,000.00)

D5112.545400

\$1,800,000.00



**COUNTY OF OSWEGO
HIGHWAY DEPARTMENT**

31 Schaad Drive
Oswego NY 13126
(315) 349-8331 Fax (315) 349-8256

Kurt Ospelt, Highway Superintendent

Chris Baldwin, P.E., Highway Engineer

INFORMATIONAL MEMORANDUM

SUBJECT: Highway Equipment - 2021

PURPOSE: To recommend that the Infrastructure, Facilities & Technology Committee, the Finance & Personnel Committee, and the Oswego County Legislature authorize the purchase of this highway equipment.

SUMMARY: Attached is the list of big-ticket items the Highway Department would like to purchase through CHIPS. The Highway Department is seeking a total of \$1,800,000 to increase account D5112.545400 (Highway Expense).

This amount will be reimbursed from CHIPS.

**RECOMMENDED
ACTION:**

The Infrastructure, Facilities and Technology Committee, the Finance & Personnel Committee and the Oswego County Legislature authorize the \$1,800,000 for the purchase of equipment.

Date



Kurt P. Ospelt

EQUIPMENT REQUEST						
1	Paint Truck	\$ 500,000.00	\$ 500,000.00	replacing a 1997 Paint Truck		
2	Gradall	\$ 464,806.00	\$ 929,612.00	replacing a 1999 and a 2001 Gradall		
1	Sewer Jet	\$ 350,000.00	\$ 350,000.00	replacing a 1987 Sewer Jet		
		TOTAL	\$ 1,779,612.00			

COUNTY OF OSWEGO

From			To			DOLLAR AMOUNT
ACCOUNT NUMBER	ACCOUNT NUMBER		ORG.	OBJECT	PROJ.	
A5112	435010					\$ (1,800,000.00)
			D5112	545400		1,800,000.00
						TOTAL AMOUNT
						-

[illegible]

COUNTY TREASURER	DATE
HUMAN RESOURCES DIRECTOR	DATE
	11 30 21
COUNTY ADMINISTRATOR	DATE
	11/30/2021
DEPARTMENT HEAD	DATE

RESOLUTION NO. 307

**A RESOLUTION AUTHORIZING THE CHAIRMAN TO EXECUTE AN
AGREEMENT BETWEEN THE COUNTY OF OSWEGO AND LYDALL
PERFORMANCE MATERIALS, INC.**

By Legislator Stephen Walpole:

WHEREAS, the County of Oswego and Lydall Performance Materials, Inc. have, heretofore, entered into a written agreement relative to the sale and delivery of dry steam generated by the Oswego County Energy Recovery Facility; and

WHEREAS, the parties have proposed a new written agreement, effective January 1st, 2022, for their mutual benefit; and

WHEREAS, a new written agreement is both necessary and desirable,

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

RESOLVED, that the Chairman of the Legislature be, and is hereby authorized, to execute the annexed agreement between the parties; and, it is further

RESOLVED, that a copy of this Resolution shall accompany the signed agreement when same is returned to Lydall Performance Materials, Inc.

ADOPTED BY CONSENT VOTE ON DECEMBER 9, 2021:
YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0



Oswego County Department of Solid Waste

D. Mark Powell, P.E., Director of Solid Waste Programs

MEMORANDUM

To: Infrastructure, Facilities, and Technology Committee

Regarding: Lydall Performance Materials, Inc. Steam Purchase Agreement

From: Mark Powell, Director of Solid Waste Programs

Date: November 24, 2021

The existing contract with Lydall Performance Materials, Inc. has expired. The current steam purchase agreement with Lydall is at cost rate of \$5.20 per thousand pounds of dry steam for the first 100,000,000 pounds. As an incentive to purchase more steam, the rate will be \$4.80 per thousand pounds of dry steam for all steam purchased above 100,000,000 pounds in that year. The proposed rate for a contract renewal for the years 2022 and 2023 would remain the same.

RESOLUTION NO. 308

**RESOLUTION INCREASING CAPITAL PROJECT #92 CR 38 BRIDGE
REPLACEMENT OVER NORTH BRANCH LITTLE SALMON RIVER**

By Legislator Stephen Walpole:

WHEREAS, this body has established CP #92 with a maximum authorization of \$1,361,000; and

WHEREAS, this increase is necessary to progress this project through the construction phase. This increase is based on the actual construction and construction inspection costs; and

NOW, on recommendation of the Oswego County Infrastructure, Facilities and Technology Committee, with the approval of the Finance and Personnel Committee, the Oswego County Legislature, duly convened does hereby

RESOLVED, that the Oswego County Infrastructure, Facilities and Technology Committee, the Finance and Personnel Committee and the Oswego County Legislature authorize the level of Capital Project #92 be increased by \$650,000 to an authorization level of \$2,011,000. This will cover the actual costs associated with the construction, construction inspection, right of way acquisition and engineering that is required to complete the project through a transfer from Unappropriated Fund Balance, for the replacement of the CR 38 Culvert over North Branch Little Salmon River, Village of Parish, Oswego County, New York.

<u>Capital Project #92</u>	<u>Total Authorization</u>
Bridge Replacement	\$2,011,000
County Route 38 over	
North Branch Little Salmon River	

ADOPTED BY CONSENT VOTE ON DECEMBER 9, 2021:
YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0

Authorized Budget Modification

Res. 308 of 2021

A9901.599014	\$650,000.00
A159900	(\$650,000.00)
H529000 92	\$650,000.00
H450310 92	(\$650,000.00)



**COUNTY OF OSWEGO
HIGHWAY DEPARTMENT**

31 Schaad Drive
Oswego NY 13126
(315) 349-8331 Fax (315) 349-8256

Kurt Ospelt, Highway Superintendent

Chris Baldwin, P.E., Highway Engineer

INFORMATIONAL MEMORANDUM

SUBJECT: To increase the authorization level of Capital Project #92 for the purpose of replacing the County Route 38 bridge over North Branch Little Salmon River, PIN 375660, Village of Parish.

SUMMARY: To recommend that the Infrastructure, Facilities and Technology Committee, the Finance & Personnel Committee and the Oswego County Legislature authorize Capital Project #92 be increased by \$650,000 to an authorization level of \$2,011,000 through a transfer from the Unappropriated Fund Balance.

SUMMARY: This increase is necessary to progress this project through the construction phase. This increase is based on the actual construction and construction inspection costs.

RECOMMENDED ACTION: The Infrastructure, Facilities and Technology Committee, the Finance & Personnel Committee and the Oswego County Legislature authorize the increase to Capital Project #92.

Kurt P. Ospelt
Highway Superintendent

Date

COUNTY OF OSWEGO

COMMITTEE SIGNATURES	DATE
	11-30-21
	11-30-21
	11-30-21
	11-30-21
	11-30-21
	11-30-21
	11-30-21
	11-30-21

~~PERSONNEL DIRECTOR~~ DATE

COUNTY ADMINISTRATOR DATE

DEPARTMENT HEAD DATE

RESOLUTION NO. 309

**RESOLUTION REESTABLISHING PREQUALIFIED LISTS OF CERTAIN
PROFESSIONAL SERVICE FIRMS**

By John Martino:

WHEREAS, Oswego County regularly requires Engineering, Architectural, and Computer services related to various projects throughout the County; and

WHEREAS, Oswego County issued RFQ #21-PURC-001 for proposals to prequalify firms in accordance with County Policy 2021-19; and

WHEREAS, Oswego County Purchasing evaluated and assessed the responses of both established and new firms; and

WHEREAS, the Finance and Personnel Committee recommends the establishment of the 2022 prequalified listing;

NOW, THEREFORE, BE IT RESOLVED, that upon the recommendation of the Finance and Personnel Committee that the County of Oswego authorizes a listing of selected professional service firms to be used as outlined in Purchasing Policy PRP 2021-19, Schedule B.

RESOLVED that a certified copy of this resolution delivered to the Treasurer and Purchasing Director shall be their authority to affect the procurement of services.

ADOPTED BY CONSENT VOTE ON DECEMBER 9, 2021:
YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0

OSWEGO COUNTY LEGISLATURE



OSWEGO COUNTY PURCHASING DEPARTMENT

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

Phone (315) 326-6050 Fax (315) 349-8237

Email: Holly.Carpenter@oswegocounty.com

Holly F. Carpenter
Purchasing Director

Katie Sollenberger
Purchasing Clerk

Karla Roberts
Senior Purchasing Clerk

INFORMATIONAL MEMORANDUM

TO: Oswego County Legislature
FROM: Holly F. Carpenter
DATE: December 9, 2021
RE: Prequalified Listing - 2022

SUBJECT: Authorization from the Oswego County Legislature for the Purchasing Department to renew a prequalified professional service listing of firms to be used during 2022 to purchase engineering, architectural, and computer services.

PURPOSE: Purchasing and contracting for needed professional services must be done conforming to Oswego County PRP 2021-19. This policy requires an annual legislative approval of a prequalified list of firms for certain professions.

SUMMARY: This listing is used primarily by our Highway and B&G departments to purchase needed expertise quickly.

RECOMMENDED ACTION: The Purchasing Department requests the Oswego County Legislature approve the attached listing of professional service firms, per the Oswego County Purchasing Policy.

Firm	Address	City	State	Zip	Phone	Fax	E-mail Address	Website	MW/BE
Aubertine & Currier	522 Bradley Street	Watertown	NY	13601	315-782-2005	315-782-1472		www.aubertinecurrier.com	W/BE
Barton & Loguidice	443 Electronics Parkway	Liverpool	NY	13088	315-457-5200	315-451-0052		www.bartonandloguidice.com	
BCA Architects & Engineers	327 Mullin Street	Watertown	NY	13601	315-782-8130			www.thebcagroup.com	
C & S Engineers, Inc.	499 Col. Eileen Collins Blvd. One Park Place, 300 South State St, Suite 600	Syracuse	NY	13212	315-455-2000	315-455-9667	cfalpe@cscos.com	www.cscos.com	
CHA Consulting, Inc.		Syracuse	NY	13202	315-471-3920	315-471-3569	itrasher@chacompanies.com	www.chacompanies.com	
Delta Engineers, Architects & Surveyors	4873 NYS Route 5 217 Montgomery Street, Suite 1100	Vernon	NY	13476	315-953-4200	315-953-4202		www.delta-eas.com	
EDR		Syracuse	NY	13202	315-471-0688		isteward@edrdpc.com	www.edrdpc.com	W/BE
Foit-Albert Associates	295 Main Street, Suite 200	Buffalo	NY	14203	716-856-3933		jsentz@foit-albert.com	www.foit-albert.com	
FS Engineering, DPC	721 E. Genesee Street	Syracuse	NY	13210	315-471-4013			www.fsenengineering.pro	W/BE
JMT	307 Townsend Street	Syracuse	NY	13202	315-471-2101			www.jmtl.com	
Keystone Architects Engineers	58 Exchange Street	Binghamton	NY	13901	607-722-1100	607-722-2515	info@keyscorp.com	www.keyscorp.com	
Plumley Engineering	8232 Loop Road	Baldwinsville	NY	13027	315-638-8587	315-638-9740		www.plumleyeng.com	
Prudent Engineering	6390 Fly Road	E. Syracuse	NY	13057	315-748-7700	315-748-7780		www.prudenteng.com	D/MBE
Ramboll	101 First Street, 4th Floor	Utica	NY	13501	315-956-6950			www.america.s.ramboll.com	
Ram-Tech Engineers, P.C.	6100 Fairway Dr, PO Box 10	Syracuse	NY	13211	315-463-7716			www.ramtechengineers.com	MBE
Shumaker Consulting	143 Court Street	Binghamton	NY	13901	607-798-8081	607-798-8186	info@shumakerengineering.co	www.shumakerengineering.co	W/BE
Tetra Tech Architects & Engineers	Cornell Business & Technology Park, 10 Brown Road	Ithaca	NY	14850	607-216-6870		kevin.terry@tetrattech.com	www.tetrattech-ae.com	

RESOLUTION NO. 310

RESOLUTION TO INCREASE CAPITAL RESERVE 16 – BRIDGES; CAPITAL RESERVE 18 – ROAD CONSTRUCTION; CAPITAL RESERVE 21 – BUILDING RENOVATIONS; CAPITAL RESERVE 195 – SILK ROAD REMEDIATION; CAPITAL RESERVE 145-TECHNOLOGY; CAPITAL RESERVE 146-HIGHWAY AND AUTOMOTIVE EQUIPMENT

By Legislator John Martino:

WHEREAS, this County has heretofore created, pursuant to General Municipal Law, Capital Reserves 16, 18, 21, 195, 145 and 146; and

WHEREAS, the County experienced higher than anticipated revenues and lower than anticipated expenses at the close of the 2020 fiscal year; and

WHEREAS, the ability to fund necessary capital expenses from these Funds results in substantial cost avoidance and promotes a stable property tax structure,

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

RESOLVED, that the Treasurer be, and he hereby is, authorized to transfer funds from Unappropriated Fund Balance 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 transfers and make such adjustments.

ADOPTED BY CONSENT VOTE ON DECEMBER 9, 2021:

YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0

OSWEGO COUNTY LEGISLATURE

Authorized Budget Modification

Res. 310 of 2021

A159900	\$7,400,000.00
A599014 16	(\$2,000,000.00)
A599014 18	(\$500,000.00)
A599014 21	(\$2,600,000.00)
A599014 145	(\$500,000.00)
A599014 146	(\$300,000.00)
A599014 195	



COUNTY OF OSWEGO OFFICE OF THE COUNTY ADMINISTRATOR

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

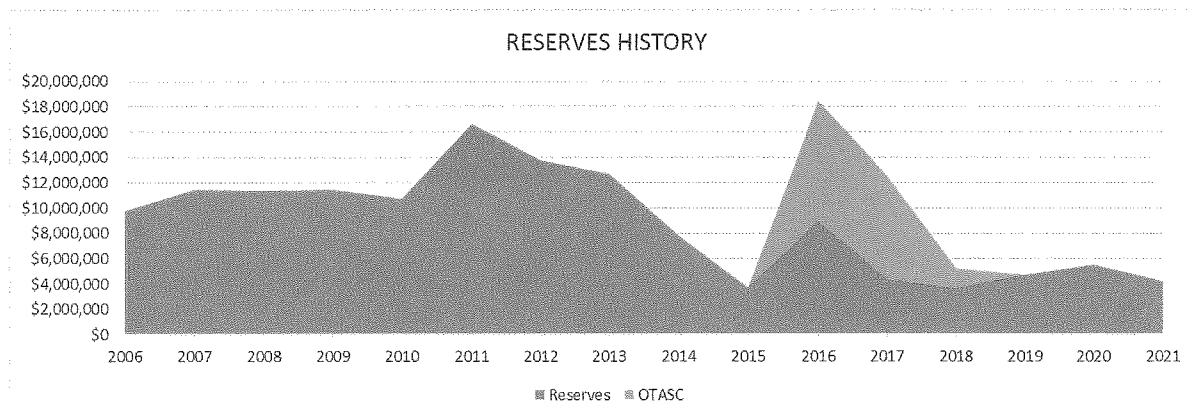
To: Finance & Personnel Committee
From: Philip Church, County Administrator
Date: Nov. 18, 2021
Re: Recommendations for fund balance overage and Reserves

This recommendation is designed to accomplish the following Goals:

- Comply with the County's Fund Balance Policy in 2021 and 2022.
- Restore our Reserve Funds to fiscally responsible levels.
- Reduce the amount the County will need to borrow for the Courts and Bunner Street projects.

Background

While Oswego County's overall financial situation is very good, its Reserve funds have diminished to an historically low level of \$4.7 million, to a point where they would be insufficient to handle a significant unanticipated need or economic downturn. The County has historically needed to maintain reserves between \$11 million and \$16 million. Fortunately, this situation can be remedied and the County set on a favorably stable financial course because the County ended 2020 with a high unappropriated fund balance (UFB).



The County's fund balance policy (PRP 2018-23) requires the Budget Officer to develop a remediation plan, in consultation with the Chairman and Treasurer, if the UFB exceeds 15% of the budget. The 2020 UFB was \$41.9 million or 19.7%. The County has allocated \$8.5 million

of UFB during 2021, lowering the percentage to 15.7%. However, current indicators suggest the County will end 2021 with another high UFB. Sales tax revenue alone is trending \$11 million higher than budgeted, once again placing the UFB well above the 15% threshold (est. 20%).

Recommendation:

Transfer \$7.4 million from the UFB to selected Reserves, based on projected future costs and the County's historical need and usage of Reserves. This will raise the Reserves to \$12.1 million.

RESERVE	UNCOMMITTED BALANCE 11/1/21	ADDITION	ENDING BALANCE
BRIDGES - 16	\$80,861	\$2,000,000	\$2,080,861
ROAD - 18	\$1,326,382	\$500,000	\$1,826,382
BUILDINGS - 21	\$814,131	\$2,600,000	\$3,414,131
DEBT - 99	\$14,384		\$14,384
RETIREMENT - 104	\$393,580		\$393,580
TAX STABILIZATION - 111	\$1,513		\$1,513
TECHNOLOGY - 145	\$25,195	\$1,500,000	\$1,525,195
AUTO EQUIPMENT - 146	\$1,270,202	\$500,000	\$1,770,202
AIRPORT - 175	\$124		\$124
SILK ROAD - 195	\$213,680	\$300,000	\$513,680
INSURANCE - 1931	\$566,287		\$566,287
	\$4,706,339	\$7,400,000	\$12,106,339

The rationale for these amounts is based on the following:

- Next-year and multi-year capital plans identified in 2022 departmental budget requests.
- The County still relies heavily on Reserves to fund bridges, building construction and renovation, and technology projects.
- In recent years the County has funded certain annual capital projects in the budget, creating less reliance on road and auto Reserves.

Assuming the 2021 estimated fund balance projections are correct, moving these funds into Reserves should result in a UFB that is 15% to 18% of the 2022 budget. Reducing the UFB in 2022 can be accomplished by using UFB (and potentially ARPA funds) toward the Public Safety Center expansion and Bunner Street renovation projects. This will have the dual benefit of reducing UFB to below 15% and reducing the amount needed to bond for these projects.

Going forward, the County should continue with its practice of paying for unanticipated expenses and capital projects by using these sources in the following order:

1. Operating budget
2. Unappropriated fund balance
3. ARPA (where eligible)
4. Reserves
5. Debt financing.

FROM _____ TO _____

COMMITTEE SIGNATURES	DATE
<i>[Signature]</i>	12-2-21
<i>[Signature]</i>	12/2/21
<i>[Signature]</i>	12/2/21
<i>[Signature]</i>	12/2/21
<i>[Signature]</i>	12/2/21

DATE _____

DATE _____

DATE _____

DATE _____

RESOLUTION NO. 311

**RESOLUTION TRANSFERRING ACCOUNTS AND PROPERTY OF THE
DRUG TASK FORCE FROM THE OFFICE OF THE DISTRICT ATTORNEY TO
THE OFFICE OF SHERIFF**

By Legislator Wilbur:

WHEREAS, the Oswego County Drug Task Force has been under the Office of the District Attorney's budget and supervision for many years; and

WHEREAS, the task force has been moved to the Office of the Sheriff; and

WHEREAS, a resolution is both necessary and desirable,

NOW, THEREFORE, upon recommendation of the Public Safety Committee of this body, it is hereby,

RESOLVED, that all accounts, vehicles, firearms and other property pertaining to and used by the Oswego County Drug Task Force be, and are hereby, transferred to the Office of the Oswego County Sheriff said transfer to take effect on or before January 1, 2022.

ADOPTED BY VOICE VOTE ON DECEMBER 9, 2021:

YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0

RESOLUTION NO. 312

**RESOLUTION OPPOSING THE NEW YORK ENERGY RESEARCH AND
DEVELOPMENT AUTHORITY (NYSERDA) PROPOSAL TO FACILITATE THE
SITING OF WIND TOWERS (GREAT LAKES OFFSHORE WIND PROJECT) IN
LAKE ONTARIO**

By Legislator Tim Stahl:

WHEREAS, NYSERDA has been directed by the New York State Public Service Commission (Commission) to conduct a study of the feasibility of developing offshore wind energy in the Great Lakes adjacent to New York State.; and

WHEREAS, the Commission instructs NYSERDA to conduct a feasibility study of Great Lakes wind energy to consider the environmental, maritime, economic, and social issues as well as market barriers and costs of developing wind in the Great Lakes as an important step toward assessing the overall value and viability of this potential resource; and

WHEREAS, NYSERDA has engaged three contractors to conduct the various analyses comprising the Great Lakes Wind Feasibility Study which began in February 2021 and is expected to be completed by the end of that year; and

WHEREAS, topics covered by the study included a review of environmental conditions, regulatory processes, available technologies, grid interconnectivity, port use and business opportunities, current lake uses, and social impacts among others; and

WHEREAS, to the best of our knowledge no local government officials from any community along the Lake Ontario shoreline in Oswego and perhaps other lakeshore counties, was contacted directly by any of NYSERDA's contractors and questioned about this initiative and its potential impacts on their communities; and

WHEREAS, NYSERDA's maps of potential sites for said turbines include significant portions of Oswego County's scenic and economically and environmentally sensitive Lake Ontario shoreline; and

WHEREAS, public presentations detailing the studies performed reveal the no significant consideration was given to the impact of these facilities on the tens of thousands of raptors whose annual migration corridor will be littered with these deadly structures; and

WHEREAS, New York State, local communities and small business owners across the entire Lake Ontario shoreline have invested hundreds of millions of dollars to develop and participate in a world class fishery visited annually by anglers from throughout America and around the world, and

WHEREAS, electromagnetic fields surrounding underwater transmission cables are known to exist and disrupt the migratory habits of various aquatic species yet presentations by NYSERDA and their consultants also reveal that no effort was given to examine these impacts on King, Atlantic or Coho salmon or any other game fish that are the foundation of the Lake Ontario fishery; and

WHEREAS, said project will have a negative impact on many Oswego County landowners, homeowners, and businesses, including potential effects on real estate values, scenic vistas, quality of life, and the tourism, hospitality and recreation industry; and

WHEREAS, the economies of New York State and Oswego County are heavily reliant upon the Lake Ontario sport fishery and the NYS Department of Environmental Conservation estimates the total "economic contribution of all spending for sportfishing" in Oswego County (2017) to be approximately \$192,734,697 and supporting nearly 1,000 jobs; and

WHEREAS, the areas in Lake Ontario that are proposed for these turbines are some of the best sportfishing grounds in the lake and it is highly likely that there will be vast restrictions on the use of the waters surrounding the proposed turbines, and

WHEREAS, in the proposed tower areas of Lakes Erie and Ontario numerous submerged cultural resources exist for which New York State is responsible to protect and provide public access under the Abandoned Shipwreck Act of 1987, and construction of wind towers will likely limit access to these historic resources for research and recreational purposes, and may pose a threat of destruction of these resources, and

WHEREAS, the proposed wind tower construction areas directly abut the Eastern Lake Ontario dune, barrier beach and wetland system, which has been identified as a "unique and irreplaceable" natural coastal area by the New York State Department of State, and designated a "Natural Heritage Area" by the New York State Department of Environmental Conservation, and such construction could have unknown significant negative impacts on the natural process that maintain this rare natural coastal resource; and

WHEREAS, no financial benefit will accrue to any municipality within Oswego County, because the facilities will be exempt from local real property taxes; and

WHEREAS, the project will require the construction of transmission facilities which would result in a negative economic impact on tourism destinations due to the effect on scenic vistas, and depending on their locations, could also negatively affect the farming community; and

WHEREAS, Oswego County does not wish to be the location of experimental off-shore wind tower technology that we believe will have significant negative environmental and economic impacts.

NOW, THEREFORE, BE IT

RESOLVED, that the Oswego County Legislature encourages and welcomes job-creating economic development projects, business expansions, and new businesses in the County that are consistent with our communities' values, enhance quality of life, and present no harm to the unique characteristics of this County that we all cherish, however we feel this project is inconsistent with our community goals and so we strongly oppose the plans by NYSEDA and the Public Service Commission to place wind turbines anywhere in Lake Ontario but in particular in the East Basin of the Lake; and be it further

RESOLVED, that the Clerk of the Legislature shall forward copies of this Resolution to Governor Kathy Hochul, State Senator Patti Ritchie, Assembly Minority Leader Will Barclay, Assemblyman Brian Manktelow, State Senator Pamela Helming, State Senator Samra G. Brouk, State Senator Jeremy A. Cooney, State Senator Robert G. Ort, Assemblywoman Jennifer Lunsford, Assemblywoman Sarah Clark, Assemblyman Steve Hawley, Assemblyman Josh Jensen, Assemblyman Michael Norris, Assemblyman Mark Walczyk, Basil Seggos, Commissioner, NYS Dept. of Environmental Conservation; Richard L. Kauffman, NYSEDA Chairman, Rory M. Christian Chairman and CEO NYS Public Service Commission, the Chief Elected Officials of any and all Lake Ontario and Lake Erie Counties and NYSAC.

ADOPTED BY VOICE VOTE ON DECEMBER 9, 2021:
YES: 23 NO: 0 ABSENT: 1 ABSTAIN: 1

RESOLUTION NO. 313

**RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT WITH THE
CSEA COUNTY OF OSWEGO OFFICE PERSONNEL UNIT**

By Legislator John Martino:

WHEREAS, negotiations have been proceeding for some time between the County of Oswego and the CSEA County of Oswego Office Personnel Unit, and

WHEREAS, a Tentative Agreement (attached) has been reached between the County and the Union bargaining teams, and

WHEREAS, the agreement has been ratified by the membership of the CSEA County of Oswego Office Personnel Unit and the Oswego County Legislature is desirous of implementing the contract.

NOW, on recommendation of the Finance and Personnel Committee of this body, be it

RESOLVED, that the Chairman of the Oswego County Legislature be, and hereby is, authorized to execute the proposed settlement between the County of Oswego and the CSEA County of Oswego Office Personnel Unit for the years 2021, 2022, 2023, and 2024, and be it further

RESOLVED, that the County Treasurer be, and he hereby is, authorized to transfer the funds from unappropriated fund balance to increase existing appropriations for various funds in several offices and departments in accordance with the Resolution and that a certified copy of this Resolution be delivered to the County Treasurer shall be his authority to effect such transfer and make such adjustments.

ADOPTED BY VOICE VOTE ON DECEMBER 9, 2021:
YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0

OSWEGO COUNTY LEGISLATURE

INFORMATIONAL MEMORANDUM

Subject: Request Approval of a Resolution Authorizing Execution of the Agreement with the CSEA County of Oswego Office Personnel (CO-OP) Unit.

Purpose: Negotiations with the CSEA County of Oswego Office Personnel Unit have been ongoing since prior to the expiration of the agreement on December 31, 2020. After many negotiation sessions, the County and the CSEA County of Oswego Office Personnel Unit reached a tentative agreement on November 10, 2021 and the CSEA membership ratified the contract on December 8, 2021. This is to request approval by the Oswego County Legislature to authorize execution of the agreement.

Summary: The Resolution for your approval refers to the “attached” tentative agreement. That document will be part of the official public document.

Recommended Action: To authorize execution of the four-year agreement with the CSEA County of Oswego Office Personnel Unit.

MEMORANDUM OF AGREEMENT

By and Between the

*County of Oswego
(hereinafter referred to as "County")*

And the

*Civil Service Employees Association, Inc.
Local 1000 AFSCME, AFL-CIO
County of Oswego
Office of Personnel Unit 8000
Oswego County Local 838
(hereinafter referred to as "CSEA")*

WHEREAS, the County and the Union are parties to a Collective Bargaining Agreement for a term which expired on December 31, 2020; and

WHEREAS, the County and the Union have been engaged in collective bargaining which has led to a mutual understanding between the County and the Union for the terms and conditions of employment for a Successor Agreement; and

WHEREAS, the County and the Union are desirous of reducing that mutual understanding to a written document.

NOW, THEREFORE, the County and the Union agree as follows:

1. All terms and conditions of the existing Collective Bargaining Agreement shall continue in full force and effect unless specifically modified by this Memorandum of Agreement and/or the terms of the expired Agreement.
2. This Memorandum of Agreement is subject to ratification by the membership of the Union and by the Oswego County Legislature.

3. **Section 21.1 "Compensation Rate"** shall be amended by deleting the existing language and inserting the following (Appendix A and E-H attached):

Increases

Effective January 1, 2021 - 2.50% increase

Effective January 1, 2022 - A new grade plan will be implemented in Appendix A and F to be effective January 1, 2022

Effective January 1, 2023 - 3.00% increase

Effective January 1, 2024 - 3.00% increase

4. **Amend current language in Article 14.2 requiring Medicare Advantage with Prescription Drug Plan at retirement.**

14.2 Health Insurance

- A. The County agrees to provide to all full-time employees including full-time temporary employees, a health insurance plan covering medical and prescription drug benefits as outlined in Appendix L.

This coverage commences the first day of the month following a thirty (30) day period of full-time employment with Oswego County.

Health insurance plan shall be continued at current level of benefits for the life of this contract.

County retains the right to select and/or change third-party administrator or purchase coverage from a commercial carrier.

- B. The employee co-pay for each prescription will be as follows:

	<u>Retail</u> (30-day supply)	<u>Mail</u> (90-day supply)
Generic	\$10	\$10
Preferred	\$20	\$30
Non-Preferred	\$40	\$75

Drug Importation

If drug importation is deemed legal and approved by the FDA during the term of this Labor Agreement, the County agrees to undertake a study to determine potential cost savings in preparation for subsequent contract negotiations. This information on cost savings will be reviewed by the Labor-Management Committee.

C. Each employee enrolled in the health insurance plan will contribute 6% of the individual premium equivalent with the County paying the balance. Employees hired on or after May 1, 2012 will continue to contribute 15% of the individual premium equivalent, on a bi-weekly basis with the County paying the balance.

Employees may extend this coverage to their dependents. Cost of dependent coverage will be paid seventy-five (75) percent by the County and twenty-five (25) percent by the employee.

D. Upon obtaining County retirement status, medical and prescription drug coverage will be provided subject to the following:

The County will pay the premium for the retirees' insurance as described in 1 and 2 below:

1. If the retiree is not yet Medicare eligible, medical and prescription drug coverage is offered through a county sponsored plan.

--Retirees not yet Medicare eligible are required to pay 100% of the cost of prescription drug coverage unless offset in accordance with Article 10.4 B.

--Retirees with dependents who are not yet Medicare eligible will pay 100% of the cost for dependent medical and prescription drug coverage unless offset in accordance with Article 10.4 B.

2. If the retiree is eligible for Medicare, medical and prescription drug coverage is provided through a plan that is specifically designed for Medicare eligibles, conditional upon the retiree's enrollment in Medicare Parts A and B.

--Retirees who are Medicare eligible and were hired prior to August 11, 2016 will be required to pay 35% of the cost of the medical and prescription drug premium equivalent rate in effect for Medicare eligibles unless offset in accordance with Article 10.4 B.

--Employees hired after August 11, 2016 who are eligible to receive health insurance upon retirement will, upon becoming Medicare eligible, contribute 50% of the cost of the medical and prescription drug premium equivalent rate in effect for Medicare eligibles unless offset in accordance with Article 10.4 B.

--Retirees with dependents who are Medicare eligible will pay 100% of the cost for dependent coverage of the medical and prescription drug premium equivalent rate in effect for Medicare eligibles unless offset in accordance with Article 10.4.B.

Nothing contained within this section is intended to conflict or be interpreted inconsistent with the insurance contracts entered into by the County.

For employees hired on or after May 1, 2012, provisions in 14.2 (D) above will apply only if employee has completed 10 years of continuous full-time service to Oswego County. Part-time equivalent service will count toward the requirement provided the employee is employed in full-time status at the time of retirement.

E. Part-time employees that meet the definition of part-time as defined in 16.3 of the Labor Agreement shall be allowed to enroll for either single or family coverage. Part-time employees enrolling will be required to pay 100% of cost for coverage purchased.

F. For deductibles, see Appendix L.

G. **Physical & Wellness Exams**

Refer to the Summary Plan Description for County of Oswego Health Benefit Plan.

H. **Employee Assistance Program (EAP)**

The County agrees to provide an Employee Assistance Program (EAP). The EAP will be available to all Union members and their eligible dependents.

5. **Amend current language in Article 21.6, Promotion, to include other pay rate adjustments and re-name article to accurately reflect contents.**

21.6 Promotion and Other Pay Rate Adjustments

A. When an employee is appointed to a higher grade on a provisional, temporary, or permanent basis, the employee's salary will be increased by the cumulative percentage difference between the base of employee's present grade and the employee's new grade.

Employees at the start rate or end of first-year job rate will be placed on the step in the new grade. Employees not on a specific step will receive the percentage.

Percentage Difference Between Grades:

1 – 4	4 percent
4 – 9	6 percent
9 – 15	8 percent

B. When an employee hired after 4/12/01 assumes a lower grade position, the employee's rate of pay will be the job rate for the lower grade position. Any longevity will be added to the job rate.

C. When a probationary employee returns to a lower grade position for which they most recently held, the employee's rate of pay will be their previous rate of pay plus any applicable annual percentage increase if not already included in the previous rate.

D. When a current County employee under a different bargaining agreement accepts a position under this agreement, the employee's rate of pay will be the job rate for the position provided there is no break in service. Longevity for continuous years of County employment will be added to the job rate.

6. **Amend current language in Article 2, Equal Employment Opportunity, to reflect current Equal Employment Opportunity Statement.**

Acknowledging the moral principles inherent in Federal and State Legislation, the parties to this Agreement hereby affirm that they shall ensure equal employment opportunities for all qualified individuals without consideration of their sex (including self-identified or perceived sex, gender identity, gender expression, and transgender status), race (and traits historically associated with race, including, but not limited to, hair texture or protective hairstyles), color, religion (including the wearing of any attire, clothing, or facial hair in accordance with the requirements of one's religion), creed, national origin, age, disability (including pregnancy related conditions), sexual orientation, marital status, familial status, military status, genetic information or predisposing genetic characteristics, prior arrest or conviction record, domestic violence victim status, or any other class protected by law.

It is furthermore affirmed the concept and philosophy of equal opportunities shall be provided for, but not restricted to, all components of employment, recruitment, selection, assignment, compensation, benefits, promotion and training.

7. **Amend current language in Article 21.8 to reflect current departmental practices and increase monthly stipend effective January 1, 2022.**

21.8 Special Services (Probation) Extra Payment

An employee authorized by the Probation Director to carry a firearm and is assigned to the Special Services Unit to perform special services functions, will receive a \$50 per month stipend after meeting a minimum threshold of carrying a firearm for 10 hours/month. Effective January 1, 2022, employees will receive a \$100 per month stipend after meeting a minimum threshold of carrying a firearm for 10 hours/month.

Employees assigned to Special Services will receive a \$500.00 annual uniform allowance. It is understood that this allowance shall be used for the replacement of uniforms after the initial issuance of a uniform. If the County changes uniform color, design, etc., an initial issuance of the new uniform will be the County's responsibility. The employee will use the annual uniform allowance to replace and maintain initial uniform issues. It is understood that this allowance is not to replace the County's

obligation to provide equipment such as weapons, bulletproof vests and other similar equipment.

8. **Amend current language in Article 3.2, Payroll and Payroll Deductions, to include deductions for union sponsored insurance premiums.**

The County shall deduct from the wages of each employee and remit to the Civil Service Employees Association, Inc., in the manner and form approved by the Union, regular membership dues, health, accident, life, and union-sponsored insurance premiums for those employees who have signed authorizations permitting such payroll deductions.

9. **Amend current language in Article 3.1, Membership, to include reflect changes in deductions for membership dues based on June 2018 Janus decision.**

Membership in the Union shall be voluntary, but since it is recognized that a strong and active Union with full membership and participation on the part of the employees is desirable for the collective bargaining process, the County agrees there shall be no discrimination, interference, restraint or coercion by the county or any of its agents against any employee because of membership in the Union or because of any activities on behalf of the Union.

The Civil Service Employees Association, Inc. having been recognized or certified as the exclusive representative of employees within the bargaining unit represented by this Agreement shall have dues deducted from the wage or salary of employees of said bargaining unit who are members of the Civil Service Employees Association, Inc. The employer shall make such deductions and transmit the amount so deducted along with a listing of such employees to Civil Service Employees Association, Inc., 143 Washington Avenue Albany, NY 12210 on a payroll basis.

10. **Amend current language in Article 16.5 (6), Layoff Rights, to update Human Resources Website.**

Laid off employees are encouraged to frequently check the County Website, oswegocounty.com/humanresources or check the bulletin board at the Human Resources Department for any posted job openings and postings. Applicants meeting the minimum qualifications will be considered along with other applicants in accordance with the Labor Agreement.

11. **Amend current language in Article 5.3, Union Rights, to restrict release of members' Social Security number.**

The County shall supply to the Unit President the following information on a quarterly basis:

1. A list of all employees in the bargaining unit, including name, home address, last 4 digits of social security number, job code and title, position number, membership status, insurance deduction and start date.
12. **Amend current language in second paragraph of Article 10.4 to reflect current practices.**

10.4 Sick Leave Credit

Upon employee's retirement under the New York State Employees' Retirement System, an employee shall have the following options:

A. Unused sick leave shall be applied to an employee's years of service in accordance with the provisions of section 41 J of the New York State Retirement Law.

B. After applying for retirement, and upon completion of the Request to Bank Sick Leave Form provided to you by the Human Resources Department, cash equivalent of 75% of sick time accrued as of date of retirement may be banked. Cash value will be calculated by multiplying total sick hours accrued by hourly rate as of the date of retirement multiplied by 75%. Money so banked shall be used to offset cost of retiree's or dependent's health insurance and/or a prescription drug card. In the event a retiree dies prior to exhausting available funds, the remainder may be used to pay premiums for any COBRA benefits available to and selected by the retiree's dependents.

13. **Amend current language in Article 11.2, Bereavement Leave, to reflect changes in Civil Rights Law.**

11.2 Bereavement Leave

Bereavement leave shall be granted to an employee for use upon the death of a relative as follows: Mother, Father, Husband, Wife, Son, Daughter, Sister, Brother, Grandfather, Grandmother, Granddaughter, Grandson, or same-sex committed partner. The above terms shall include natural, step, and in-law relations. The leave shall be limited to twenty-one (21) paid hours (3 days) for employees working seven (7) hours per day and twenty-four (24) paid hours (3 days) for an employee working eight (8) or more hours per shift. Same sex committed partners are defined as those who are financially and emotionally interdependent in a manner commonly presumed of spouses.

Employees at 911 working twelve (12) hour shifts shall receive twenty-four (24) hours (2 days) of bereavement leave.

Employees that meet the requirement for part-time status as defined in 16.3 of the labor agreement shall be granted bereavement leave. Part-time employees will be paid for hours that would have normally been scheduled.

Bereavement leave shall be limited to scheduled workdays and may include the day after the funeral, delayed interment, and/or memorial service. An employee may request additional annual leave or time without pay if needed.

14. **Amend Section 21.4 – Shift Differential, effective January 1, 2022 to read as follows:**

21.4 Shift Differential

An employee whose major part of a working day falls between the hours of 6:00 p.m. and 6:00 a.m. on a regular basis will be paid fifty (50) cents per hour shift premium. Effective January 1, 2022, employees will be paid one dollar (\$1.00) per hour shift premium. The major part of a working day is defined as fifty percent or more of the employee's hours.

An employee who is not regularly scheduled to work between the hours of 6:00 p.m. and 6:00 a.m. will be entitled to the shift premium only when filling in for an absent employee whose regularly scheduled hours are between 6:00 p.m. and 6:00 a.m.

15. **Amend Section 21.5 – On-Call Premium, effective January 1, 2022 to read as follows:**

21.5 On-Call Premium

Effective January 1, 2017, mandatory on-call duty by an employee will be compensated at a rate of \$60 per 24-hour day for Friday, Saturday, Sunday, holidays and the day prior to holidays. All weekdays other than Friday or the day before a holiday will be compensated at the rate of \$50 per 16-hour day. Effective January 1, 2022, mandatory on-call duty by an employee will be compensated at a rate of \$100 per 24-hour day for Friday, Saturday, Sunday, holidays and the day prior to holidays. All weekdays other than Friday or the day before a holiday will be compensated at the rate of \$75 per 16-hour day.

Should the tour of on-call duty be less than the previously stipulated hours the premium will be prorated on an hourly calculation.

In the event the on-call employee is actually called out, they will receive pay at their normal hourly rate of pay for actual hours worked or two (2) hours at their normal hourly rate of pay, whichever is greater. Employees called out between the hours of 12:00 midnight and 6:00 a.m. will receive pay at their normal hourly rate for hours worked or three (3) hours at their normal hourly rate of pay, whichever is greater.

Employees who are assigned to be on call and are required to use the telephone in the performance of county business will be paid for time worked at their normal hourly rate of pay rounded to the nearest 1/4 hour upon submission of an approved time form.

Any employee placed on mandatory on-call for a 24-hour period during any holiday as enumerated in this Agreement will receive a compensatory day off or a day's pay at their normal hourly rate of pay at the discretion of the department head.

In the event the on-call employee is actually called out during any holiday enumerated in this Agreement, they will receive time and one-half (1 1/2) for all hours actually worked.

16. **Effective January 1, 2022, amend Section 13.2 as follows:**

13.2 Meals and Lodging

Reimbursement for meals and lodging expense shall be allowed for an employee on official business, outside the limits of Oswego County, or attending authorized conferences or meetings within the County with the prior approval of the department head.

Reimbursement shall be allowed based on claims for meals and lodging expenses supported by receipts showing the amount, date and location. Partial per day expense will be reimbursed at reasonable and appropriate rates upon the authorization of the department head but shall not exceed the total. Lodging requests supported by receipts will be reimbursed for reasonable and necessary expenses.

Reimbursement shall be made in accordance with the Federally regulated U.S. General Services Administration listed daily amounts.

17. **Amend first paragraph of Section 10.4 – Sick Leave Credit, effective January 1, 2022 to read as follows:**

An employee will earn sick leave credit at the rate of seven (7) hours with pay for each one-hundred fifty-one (151) hours of employment; not to exceed annual earnings of eighty-four (84) hours. Comparable credit will be provided forty-hour employees on a prorated basis to a maximum of ninety-six (96) hours. Employees hired between December 8, 2005 and April 30, 2012 will earn seven (7) hours for each one hundred eighty two (182) hours of employment, not to exceed annual earnings of seventy (70) hours. (Eighty (80) hour per pay period employees will be prorated accordingly.) Employees hired on or after May 1, 2012 will earn seven (7) hours for each two hundred twenty seven and one half (227.5) hours of employment not to exceed annual earnings of fifty six (56) hours. (Employees working eighty hours per pay period will be prorated

accordingly, not to exceed sixty four hours). Effective January 1, 2022, employees hired on or after May 1, 2012 will earn seven (7) hours for each one hundred eighty two (182) hours of employment, not to exceed annual earnings of seventy (70) hours. (Eighty (80) hour per pay period employees will be prorated accordingly.)

Sick leave credits may be accumulated to a maximum of 1400 hours. Sick leave credit exceeding the maximum shall be of no benefit to the employee. This clause defines the method of accruing sick leave credit and does not establish a minimum standard use.

18. **Amend Section 10.8 – Sick Leave Part-Time Employees, effective January 1, 2022 to read as follows:**

10.8 Sick Leave Part-Time Employees

Employees that meet the requirements for part-time as defined in 16.3 of the agreement will earn sick time at a rate of seven (7) hours for each 151 hours of employment. Part-time employees hired between December 8, 2005 and April 30, 2012 will earn seven (7) hours for each 182 hours of employment. Employees hired on or after May 1, 2012 will earn seven (7) hours for each two hundred twenty seven and one half (227.5) hours of employment not to exceed annual earnings of fifty six (56) hours. Effective January 1, 2022, employees hired on or after May 1, 2012 will earn seven (7) hours for each 182 hours of employment.

Part-time employees will not be allowed to receive pay for more hours than would have normally been scheduled.

19. **Amend first and third paragraph of Section 9.2 – Annual Leave Credit, effective January 1, 2023 to read as follows:**

An employee shall earn annual leave in accordance with the following schedule. Entitlement is based upon years of service and scheduled hours worked. No additional entitlement is earned for premium or overtime hours worked. Effective January 1, 2023 employees hired on or after May 1, 2012 will be restored to original earnings table to equal those employees hired prior to May 1, 2012.

Employees that qualify for part-time status as defined in 16.3 of the labor agreement will earn leave credit at a rate of seven (7) paid hours per 151.7 hours worked (35-hour workweek) or at a rate of eight (8) paid hours per 173.3 hours worked (40-hour workweek), not to exceed 12 days. Employees hired on or after May 1, 2012 will earn leave credit at a rate of seven (7) paid hours per 182 hours worked (35-hour workweek) or at a rate of eight (8) paid hours per 208 hours worked (40-hour workweek), not to exceed 10 days. After working 6,000 hours, part-time employees will earn annual leave credit at a rate of seven

11/10/2021

(7) paid hours per 121.3 hours worked (35-hour workweek) or at the rate of eight (8) paid hours per 138.6 hours worked (40-hour workweek) not to exceed 15 days or 105 hours for 35-hour workweek employees or 120 hours for 40-hour workweek employees. After working 6,000 hours, part-time employees hired on or after May 1, 2012 will earn annual leave credit at a rate of seven (7) paid hours per 140 hours worked (35-hour workweek) or at the rate of eight (8) paid hours per 160 hours worked (40-hour workweek) not to exceed 13 days or 91 hours for 35-hour workweek employees or 104 hours for 40-hour workweek employees. Effective January 1, 2023 employees hired on or after May 1, 2012 will earn leave credit at a rate of seven (7) paid hours per 151.7 hours worked (35-hour workweek) or at a rate of eight (8) paid hours per 173.3 hours worked (40-hour workweek), not to exceed 12 days. Effective January 1, 2023, after working 6,000 hours, part-time employees hired on or after May 1, 2012 will earn annual leave credit at a rate of seven (7) paid hours per 121.3 hours worked (35-hour workweek) or at the rate of eight (8) paid hours per 138.6 hours worked (40-hour workweek) not to exceed 15 days or 105 hours for 35-hour workweek employees or 120 hours for 40-hour workweek employees.

IN WITNESS WHEREOF, the parties have hereunto set their hands this _____ day of November, 2021.

COUNTY OF OSWEGO
STATE OF NEW YORK

CIVIL SERVICE EMPLOYEES
ASSOCIATION, INC., LOCAL 1000
AFSCME, AFL-CIO
COUNTY OF OSWEGO OFFICE
PERSONNEL UNIT 8000,
OSWEGO COUNTY LOCAL 838

Valerie Williams

James P. Gleason

Gilda D'Amico

Patricia E. Olan

Karen Nayer

Jaymie

Mark K. Smith

Danise Bjork

Paul K. Smith

RESOLUTION NO. 314

**RESOLUTION ESTABLISHING SALARY SCHEDULE FOR COMMISSIONERS
OF THE BOARD OF ELECTIONS PURSUANT TO NEW YORK STATE
ELECTIONS LAW §3-208**

By Legislator Holst:

WHEREAS, each election commissioner in the same county shall receive an equal salary; and

WHEREAS, the salary shall be an annual salary to be fixed by the county legislative body; and

WHEREAS, the two Commissioners of Elections have experienced increased workload and responsibilities due to numerous changes in New York State Election Law and compliance therewith; and

WHEREAS, a resolution is both necessary and desirable,

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

RESOLVED, that the annual salary of each Elections Commissioner of the Oswego County Board of Elections shall be as follows:

Effective January 1, 2022: \$65,402

Effective January 1, 2023: \$67,364

Effective January 1, 2024: \$69,385

and, it is further,

RESOLVED, that the Commissioners of Election shall also enjoy the non-salary benefits of the Oswego County Management Plan as if otherwise covered thereby.

ADOPTED BY VOICE VOTE ON DECEMBER 9, 2021:

YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 315

**RESOLUTION AUTHORIZING EXECUTION OF SUPPLEMENTAL
CONSULTANT AGREEMENT No.: 1 WITH C&S ENGINEERS, INC. NYS
DEPARTMENT OF TRANSPORTATION Project No.: 3904.03; K007426 10 Bay T-
Hangar Construction Administration & Observation**

By Legislator Stephen Walpole:

WHEREAS, the County has heretofore approved the execution of an agreement with NYSDOT for the above-referenced airport project; and

WHEREAS, a Supplemental Consultant Agreement is both necessary and desirable to reflect an increased amount of additional construction days and inspection costs; and

WHEREAS, the Aviation Capital Grant Program Manager at NYSDOT Aviation Bureau has approved the change in additional services from \$95,000.00 to \$124,500.00 on November 29, 2021,

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

RESOLVED, that the execution of the annexed Supplemental Consultant Agreement No. 1 be and is hereby approved by this body.

ADOPTED BY VOICE VOTE ON DECEMBER 9, 2021:
YES: 23 NO: 1 ABSENT: 1 ABSTAIN: 0

LEGISLATURE
COUNTY
OSWEGO

RESOLUTION NO. 316

**A RESOLUTION ADOPTING COUNTY OF OSWEGO LOCAL LAW NUMBER 3
OF 2021 "A LOCAL LAW PROVIDING FOR THE SALARIES OF CERTAIN
COUNTY OFFICERS OF THE COUNTY OF OSWEGO"**

By Legislator John Martino:

WHEREAS, a public hearing was held on December 9, 2021 and all interested parties having had an opportunity to be heard,

NOW, upon the recommendation of the Finance & Personnel Committee of this body, be it

RESOLVED, that Local Law Number 3 of the year 2021 entitled "A LOCAL LAW PROVIDING FOR THE SALARIES OF CERTAIN ELECTED COUNTY OFFICERS OF THE COUNTY OF OSWEGO" be and is hereby adopted and will become effective in accordance with the provisions of Municipal Home Rule Law §24.

ADOPTED BY VOICE VOTE ON DECEMBER 9, 2021:

YES: 22 NO: 0 ABSENT: 2 ABSTAIN: 1

OSWEGO COUNTY LEGISLATURE

**COUNTY OF OSWEGO LOCAL LAW
NUMBER 3 OF 2021
“A LOCAL LAW PROVIDING FOR THE SALARIES OF CERTAIN
ELECTED COUNTY OFFICERS OF THE COUNTY OF OSWEGO”**

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

Section 1. Purpose

It is the purpose and intent of this local law to establish the salaries of the office of County Clerk, County Sheriff, County Treasurer and County Legislator from January 1, 2022 through January 1, 2025.

Section 2. Annual Salaries of Certain County Officers to be Amended

- A.** Notwithstanding any previous local laws or resolutions, the annual salaries of the hereinafter designated county officers are hereby fixed at the following amounts to be paid effective January 1, 2022:

County Clerk:	\$ 91,809
County Treasurer:	\$ 91,809
County Sheriff:	\$ 101,834
County Legislator (each):	\$ 14,311

- B.** Notwithstanding any previous local laws or resolutions, the annual salaries of the hereinafter designated county officers are hereby fixed at the following amounts to be paid effective January 1, 2023:

County Clerk:	\$ 94,563
County Treasurer:	\$ 94,563
County Sheriff:	\$ 104,889

- C.** Notwithstanding any previous local laws or resolutions, the annual salaries of the hereinafter designated county officers are hereby fixed at the following amounts to be paid effective January 1, 2024:

County Clerk:	\$ 97,399
County Treasurer:	\$ 97,399
County Sheriff:	\$ 108,036

- D.** Notwithstanding any previous local laws or resolutions, the annual salaries of the hereinafter designated county officers are hereby fixed at the following amounts to be paid effective January 1, 2025:

County Clerk: \$ 100,320

County Treasurer: \$ 100,320

County Sheriff: \$ 111,277

Section 4. Inconsistent Prior Resolutions or Local Laws Superseded

All local laws and resolutions of the Legislature of the County of Oswego, to the extent that the same are inconsistent with this law, are hereby superseded by this law except that the maximum salaries to be paid to the Chair of the Legislature, Majority Leader and Minority Leader shall be established as part of the annual county budget and advertised pursuant to County Law §359.

Section 5. Severability

If any clause, sentence, phrase, paragraph, subdivision, section, rule or part of this local law shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair or invalidate the remainder thereof but shall be confined in its operation to the clause, sentence, phrase, paragraph, subdivision, section, rule or part thereof directly involved in the controversy in which such judgment shall have been rendered.

Section 6. Effective Date; Filing

This local law shall be subject to a permissive referendum accordance with the provisions of Municipal Home Rule Law §24. This local law shall take effect forty-five (45) days after its adoption as provided for by the Municipal Home Rule Law.

RESOLUTION NO. 317

**RESOLUTION AUTHORIZING AND RATIFYING A MEMORANDUM OF
UNDERSTANDING BY AND BETWEEN THE COUNTY OF OSWEGO AND THE
OSWEGO COUNTY PROFESSIONALS ASSOCIATION, INC.**

By Legislator John Martino:

WHEREAS, the COVID-19 pandemic has placed considerable demands upon the Oswego County Health Department and its workforce; and

WHEREAS, extending on-call premium on a temporary basis is necessary to meet operational demands for testing, clinics and other operations; and

WHEREAS, certain approvals have heretofore been granted pursuant to the county's state of emergency and emergency orders; and

WHEREAS, a resolution is both necessary and desirable,

NOW, THEREFORE, upon recommendation of the Finance & Personnel Committee of this body, it is hereby,

RESOLVED, that the annexed Memorandum of Understanding be and is hereby approved and ratified.

ADOPTED BY VOICE VOTE ON DECEMBER 9, 2021:

YES: 22 NO: 0 ABSENT: 2 ABSTAIN: 0

OSWEGO COUNTY LEGISLATURE

INFORMATIONAL MEMORANDUM

Subject: Request Approval of a Resolution Authorizing and Ratifying a Memorandum of Understanding (MOU) with the Oswego County Professional Association (OCPA) – On-Call Premium.

Purpose: The COVID-19 pandemic has placed considerable demands upon the Oswego County Health Department and its staff. Extending a temporary on-call premium is necessary to meet the operational demands of the department.

As any change to the terms or method of compensation must be ratified by both the Union and the County Legislature, a tentative Memorandum of Understanding was reached by the Union and County (attached) pending approval by both parties. This is to request approval by the Oswego County Legislature to authorize execution of the agreement.

Summary: The Resolution for approval refers to the “attached” MOU agreement. That document will be part of the official public document.

Recommended Action: To authorize execution and extend the temporary Memorandum of Understanding with the Oswego County Professional Association (OCPA) until June 30, 2022.

**MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN THE COUNTY OF OSWEGO AND
THE OSWEGO COUNTY PROFESSIONAL ASSOCIATION (OCPA)**

On Call Premium

The collective bargaining agreement (CBA) by and between the County of Oswego and the Oswego County Professional Association (OCPA) includes language in Article 21.4 regarding the payment of an on-call premium and identifies the Supervising Public Health Nurse (SPHN) title as eligible for this compensation. The provision of an on call premium to the titles of Director of Environmental Health (DEH) and Director of Patient Services (DPS) was not agreed upon as part of the OCPA bargaining agreement.

This Memorandum of Understanding is made to extend the provision of the on-call premium to the current DEH and DPS on a temporary, short term basis due to COVID-19 response, current staffing levels and departmental operational needs.

The DEH and DPS shall only be paid the on-call premium when on call duty is mandated by the Public Health Director and the DEH and DPS are required to serve in the on call rotation with other Environmental or Nursing Health Division employees to satisfy operation needs of the Divisions. The premium shall be paid only when the DEH and DPS are scheduled and approved for, and has worked on-call hours, with the actual pay rates and call out pay being the same as the rates in Article 21.4, applying to SPHNs.

The Director of Environmental Health and Director of Patient Services are not obligated under this MOU to cover the on call scheduled for other Environmental or Nursing Health Division employees unless mandated by the Public Health Director. The Director of Public Health retains the right to assign the on call hours to Environmental or Nursing Health Division employees as dictated by operational needs.

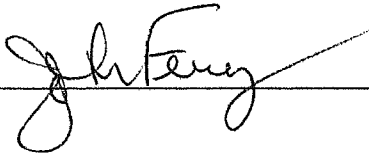
This MOU extends the MOU dated June 10, 2021, is effective immediately and will terminate June 30, 2022.

Further, this MOU is limited to the specific employees in the titles above at the present time and for the operational reasons as stated, including the COVID-19 response and does not set precedent regarding these titles, Article 21.4, on call premiums, and shall in no way bind the County or OCPA in any future matters. Even should identical factors occur in the future, no similar result may occur and no agreement may be reached.

IN WITNESS WHEREOF, the parties hereto have caused this Memorandum of Understanding to be signed by their respective representatives on December 2, 2021.

County of Oswego
State of New York

Oswego County Professional Association



RESOLUTION NO. 318

**RESOLUTION ADOPTING COUNTY BUDGET FOR THE FISCAL YEAR
COMMENCING JANUARY 1, 2022**

By Legislator John Martino:

PURSUANT to the formal actions taken by this body during meetings of the 2021 Legislature, in reviewing the requests and recommendations and the approved amendments thereto, for the appropriation of funds of the County General and Highway Services for the year 2022, be it

RESOLVED, that the County General Budget for the year 2022, including all County General and Highway Services, as the same was presented by the Finance and Personnel Committee, and as amended and revised by this body during the meetings thereon, be, and the same hereby is, adopted by general object number appropriation within each department, for and as the official budget for the County of Oswego for the Fiscal Year commencing January 1, 2022.

ADOPTED BY VOICE VOTE ON DECEMBER 9, 2021:
YES: 22 NO: 2 ABSENT: 1 ABSTAIN: 0

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 319

**RESOLUTION MAKING APPROPRIATION FOR THE CONDUCT OF COUNTY
GOVERNMENT FOR THE FISCAL YEAR COMMENCING JANUARY 1, 2022**

By Legislator John Martino:

WHEREAS, this County Legislature by Resolution heretofore adopted, has approved and adopted the budget for the provision of County Government Services; now therefore be it

RESOLVED, that the several amounts, as specifically recited and reflected in the final column (total) of the respective budgets be, and the same hereby are, appropriated for the objects and purposes as so recited and specified, effective the 1st day of January, 2022.

ADOPTED BY VOICE VOTE ON DECEMBER 9, 2021:

YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0

RESOLUTION NO. 320

**RESOLUTION APPROPRIATING FUNDS IN THE 2022 BUDGET IN REGARD TO
FULL FUNDED GRANT PROJECTS**

By Legislator John Martino:

WHEREAS, a number of grant funds are presently in effect and funded through the Oswego County budget; and

WHEREAS, some of said projects carry on from year to year and are state and federal years which do not coincide with the County Budget Year; and

WHEREAS, the funds on hand in said projects and revenues anticipated should be appropriated in the 2022 budget.

Now, on recommendation of the Finance and Personnel Committee of this body; be it

RESOLVED, that the appropriation accounts and revenue accounts reflected in the attached transfer sheets be, and they hereby are, appropriated in the 2022 budget in accordance with the figures in said transfer sheets and the County Treasurer be, and he hereby is, authorized to make the necessary budget adjustments, entries and transfers to effectuate the intent of this resolution; and be it further

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

ADOPTED BY VOICE VOTE ON DECEMBER 9, 2021:

YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 321

RESOLUTION INCREASING EXISTING APPROPRIATIONS FOR VARIOUS FUNDS IN SEVERAL OFFICES AND DEPARTMENTS

By Legislator John Martino:

WHEREAS, it has become necessary to increase the existing appropriations for various funds for the year 2021, in the several offices and departments set forth in the Tabulation at the close of business for 2021; and

WHEREAS, there now exists unencumbered balances and other funds sufficient to meet the necessary increases for said funds.

Now, on recommendation and approval of the Finance and Personnel Committee of this body; be it

RESOLVED, that pursuant to Section 363 and Section 364 of the County Law, the County Treasurer be, and he hereby is, authorized to increase and adjust the existing appropriations for the various funds in the several offices and departments in accordance with the Tabulation as of the close of business for 2021 unencumbered balances in other funds sufficient to meet said adjustments; and be it further

RESOLVED, that the County Treasurer be, and he hereby is authorized, empowered and directed to take whatever steps he deems necessary and proper to effectuate the purpose and intent of this resolution; and be it further

RESOLVED, that certified copy of this resolution delivered to the County Treasurer shall be his authority to effectuate this resolution.

ADOPTED BY VOICE VOTE ON DECEMBER 9, 2021:

YES: 24 NO: 0 ABSENT: 1 ABSTAIN: 0

LEGISLATURE

COUNTY

OSWEGO

RESOLUTION NO. 322

**RESOLUTION AUTHORIZING CHAIRMAN AND CLERK TO HANDLE ALL
UNFINISHED BUSINESS THROUGH DECEMBER 31, 2021**

By Legislator David Holst:

Pursuant to the approval and recommendation of the Government, Courts and Consumer Affairs Committee of this body, be it

RESOLVED, that the Chairman and Clerk of the Oswego County Legislature be, and they hereby are, authorized to look after the interest of the County in all matters unfinished or in any matter which may arise which the County may be interested through the end of the calendar year 2021: Also to direct the prosecution and defense of all legal claims and proceedings in which the County may be interested and either of them are hereby authorized to verify any and all proceedings, affidavits or other papers in such actions or proceedings, to attend all highway and other meetings in which the County may be interested: Also to look after any legislation in which the County may be interested or which may affect the county.

ADOPTED BY VOICE VOTE ON DECEMBER 9, 2021:

YES: 22 NO: 2 ABSENT: 1 ABSTAIN: 1