

September 24, 2004

TO: Members of Finance & Rules Committee
FROM: Robert F. Hagemann, County Administrator
SUBJECT: Finance & Rules Committee Agenda

Please let this correspondence serve as notification that the Finance & Rules Committee will meet on *Tuesday, September 28, 2004 at 7:00 P.M.* in the Board of Legislators' Chambers.

Following is a list of agenda items for the meeting:

Presentation:

1. A representative of Deloitte and Touche will make a brief presentation on the results of the County's 2003 financial statement and single audit.
2. Budget Request Presentations by Authorized Agencies

Finance & Rules Committee Sponsored Resolutions:

1. Amending the 2003-2004 JCC Budget to Recognize and Appropriate Additional Reader's Aid Funding
2. Amending the 2003-2004 JCC Budget in Relation to Encumbrance Carryover
3. Amending the 2003-2004 JCC Budget in Relation to Smoking Cessation Grant
4. Amending the 2003-2004 JCC Budget in Relation to VATEA (Perkins) – Technology Vocation Grant
5. Amending the 2003-2004 JCC Budget in Relation to VATEA – Amphitheater

6. Amending the 2003-2004 JCC Budget to Recognize and Appropriate Workforce Development Grant CFS – Archibus Training
7. Amending the 2003-2004 JCC Budget in Relation to Small Business Development Center DETA Grant
8. Amending the 2003-2004 JCC Budget in Relation to Telephone System Equipment Replacement
9. Amending the 2003-2004 JCC Budget in Relation to Distance Learning Camera Equipment Replacement
10. Amending the 2003-2004 JCC Budget in Relation to Equity Adjustment – Faculty Association of Jefferson Community College
11. Amending the 2003-2004 JCC Budget in Relation to the Distribution of Performance Awards
12. Amending the 2003-2004 JCC Budget in Relation to End of Year Adjustments
13. Amending the 2003-2004 JCC Budget to Recognize and Appropriate Additional Small Business Development Center Revenue
14. Setting Time and Place for Public Hearing on Tentative Budget for Fiscal Year 2005
15. Appointing County Administrator
16. Approving Appointment of Deputy County Administrator
17. Conveying Parcel Number 62.00-1-4.2 in the Town of Brownville Following Tax Foreclosure
18. Amending 2004 Comprehensive Planning Resource Allocation Agreement with the New York State Office of Children and Family Services and Authorizing Amended Contractual Youth Program Agreements in Relation Thereto
19. Amending the 2004 County Budget in Relation to Operating Requirements in Public Health
20. Authorizing a Grant Agreement, Authorizing a Subrecipient Agreement, and Amending the 2004 County Budget in Connection with a 2004 Community Development Block Grant Award to Jefferson County
21. Establishing the Jefferson County Consolidated Agricultural District No. 3, Southwest

General Services Committee Sponsored Resolutions:

1. Amending the 2004 County Budget and Capital Plan in Relation to Highway Road Construction Projects
2. Amending the 2004 County Budget in Relation to Transfer Station
3. Amending the 2004 Budget to Recognize Insurance Settlement and Allocating Same in Sheriff's Departmental Budget

Informational Items:

1. Expense and Revenue Report
2. Monthly Departmental Reports
County Clerk
Real Property Tax Services
County Treasurer

If any Committee member has inquiries regarding any agenda items, or would like to add an item(s), please do not hesitate to contact me.

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

RFH:kch

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Amending the 2003-2004 JCC Budget to Recognize
and Appropriate Additional Reader's Aid Funding

By Legislator: _____

WHEREAS, the College has received additional State funding to provide reading assistance to students who are hearing or visually impaired;

NOW, THEREFORE BE IT RESOLVED, that the Jefferson Community College Budget is hereby amended as follows:

INCREASE REVENUE:

Reader's Aid – Contract Revenue	6-38025-0528	<u>\$1,572</u>
	Total Increase Revenue	\$1,572

INCREASE EXPENDITURE:

Reader's Aid – Student Aides	6-38025-1600	<u>\$1,572</u>
	Total Increase Expense	\$1,572

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Amending the 2004-2005 JCC Budget in Relation to Encumbrance Carryover

By Legislator: _____

WHEREAS, the College received funding from various grant sources and;

WHEREAS, the fiscal year for the College and the funding agency do not coincide which creates the need for funds to be carried over into the new College fiscal year to cover encumbrances;

NOW, THEREFORE BE IT RESOLVED, that the Jefferson Community College Budget is hereby amended as follows

INCREASE REVENUE:

Title III – Asynchronous – Revenue Carryover	6-39015-0950	\$130,472.22
Title III – Developmental – Revenue Carryover	6-39016-0950	\$ 35,516.32
Title III – Management – Revenue Carryover	6-39017-0950	\$ 18,272.01
Total Revenue		\$184,260.55

INCREASE EXPENDITURES:

Title III – Asynchronous – Prof F/T	6-39015-1100	\$ 28,448.25
Title III – Asynchronous – Prof P/T	6-39015-1110	\$ 14,600.00
Title III – Asynchronous – Computer Equip	6-39015-3350	\$ 21,148.80
Title III – Asynchronous – Computer Software	6-39015-4405	\$ 5,198.75
Title III – Asynchronous – Prof Service Fee	6-39015-4505	\$ 30,694.12
Title III – Asynchronous – Travel	6-39015-4510	\$ 6,391.59
Title III – Asynchronous – Employee Benefits	6-39015-4649	\$ 23,990.71
Subtotal		\$130,472.22

Title III – Developmental – Prof F/T	6-39016-1100	\$ 2,086.20
Title III – Developmental – Prof P/T	6-39016-1110	\$ 1,432.32
Title III – Developmental – Furniture	6-39016-3150	\$ 2,701.00
Title III – Developmental – Computer Equipment	6-39016-3350	\$ 23,042.29
Title III – Developmental – Office Supplies	6-39016-4100	\$ 219.20
Title III – Developmental – Instructional Supplies	6-39016-4105	\$ 13.39
Title III – Developmental – Publications	6-39016-4300	\$.84
Title III – Developmental – Printing	6-39016-4330	\$ 18.50
Title III – Developmental – Computer Software	6-39016-4405	\$ 1,347.39
Title III – Developmental – Computer Supplies	6-39016-4410	\$ 34.54
Title III – Developmental – Prof Service Fees	6-39016-4505	\$.65

Title III – Developmental – Travel	6-39016-4510	\$ 3,391.58
Title III – Developmental – Employee Benefits	6-39016-4649	\$ 1,228.42
	Subtotal	\$ 35,516.32
Title III – Management – Prof P/T	6-39017-1110	\$ 7,407.02
Title III – Management – Civil Service P/T	6-39017-1210	\$ 4,052.60
Title III – Management – Computer Equipment	6-39017-3350	\$ 173.00
Title III – Management – Computer Software	6-39017-4405	\$ 61.10
Title III – Management – Prof Service Fees	6-39017-4505	\$ 3,117.00
Title III – Management – Travel	6-39017-4510	\$ 807.87
Title III – Management – Employee Benefits	6-39017-4649	\$ 2,653.42
	Sub-Total	\$ 18,272.01
	Total Increase	\$184,260.55

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

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In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Amending the 2003-2004 JCC Budget in Relation to Smoking Cessation Grant

By Legislator: _____

WHEREAS, the College has received funding from the State of New York and Jefferson County to promote wellness in conjunction with smoking cessation;

NOW, THEREFORE BE IT RESOLVED, that the Jefferson Community College Budget is hereby amended as follows:

INCREASE REVENUE:

Library – Revenue	6-38071-0528	<u>\$500</u>
	Total Revenue	\$500

INCREASE EXPENDITURE:

Library - Books	6-38071-4310	<u>\$500</u>
	Total Expenditure	\$500

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

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In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Amending the 2003-2004 JCC Budget in Relation to
VATEA (Perkins) – Technology Vocation Grant

By Legislator: _____

WHEREAS, the College has received additional funding from VATEA (Perkins) to fund the creation of two additional smart classrooms as a result of the Biology improvement initiative to further enhance and improve the delivery of instruction; and

WHEREAS, It is necessary to recognize and appropriate the additional funding as well as transfer funds within the current account codes to assist in the purchase of needed equipment to support this initiative,

NOW, THEREFORE BE IT RESOLVED, that the Jefferson Community College Budget is hereby amended as follows:

INCREASE REVENUE:

VATEA – Technology Vocation – Revenue	6-38013-0930	\$ 36,036.45
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INCREASE EXPENDITURE:

VATEA – Technology Vocation – Instructional Equip	6-38013-3300	\$ 43,710.00
VATEA – Technology Vocation – Instructional Supplies	6-38013-4105	\$ 9,922.15
VATEA – Technology Vocation – Subscriptions	6-38013-4300	\$ 540.00
VATEA – Technology Vocation – Computer Software	6-38013-4405	\$ 278.53
VATEA – Technology Vocation – Computer Equip	6-38013-3350	\$ 26,193.00
	Total Increase	\$ 80,643.68

DECREASE EXPENDITURE:

VATEA – Technology Vocation – Professional F/T	6-38013-1100	\$ 5,618.26
VATEA – Technology Vocation – Classified P/T	6-38013-1210	\$ 952.36
VATEA – Technology Vocation – Furniture	6-38013-3150	\$ 3,785.00
VATEA – Technology Vocation – A/V Equipment	6-38013-3400	\$ 32,533.96
VATEA – Technology Vocation – Travel	6-38013-4510	\$ 1,717.65
	Total Decrease	\$ 44,607.23

Seconded by Legislator: _____

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Amending the 2003-2004 JCC Budget in Relation to VATEA – Amphitheater

By Legislator: _____

WHEREAS, the College has received funding from VATEA to fund technology enhancements for the Amphitheater in the Science Building in order to enhance and improve the technological delivery of instruction;

NOW, THEREFORE BE IT RESOLVED, that the Jefferson Community College Budget is hereby amended as follows:

INCREASE EXPENDITURE:

VATEA – Amphitheater Grant – A/V Equipment	6-38015-3400	\$ 49,159.00
VATEA – Amphitheater Grant – Furniture	6-38015-3150	\$ 1,695.00
VATEA – Amphitheater Grant – Computer Equip	6-38015-3350	\$ 2,452.00
VATEA – Amphitheater Grant – Computer Software	6-38015-3400	<u>\$ 94.00</u>
	Total Increase	\$ 53,400.00

INCREASE REVENUE:

VATEA – Amphitheater Grant – Revenue	6-38015-0930	\$ 53,400.00
	Total Increase	\$ 53,400.00

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

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In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Amending the 2003-2004 JCC Budget to Recognize and Appropriate
Workforce Development Grant CFS – Archibus Training

By Legislator: _____

WHEREAS, the College has received funding from the State University of New York to provide advanced training and promote workforce retention, company expansion and improvement for companies in Jefferson and Lewis Counties;

NOW, THEREFORE BE IT RESOLVED, that the Jefferson Community College Budget is hereby amended as follows:

INCREASE REVENUE:

WDG (CFS-Archibus Training) – Revenue	6-38047-0528	\$4,399
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INCREASE EXPENDITURE:

WDG (CFS-Archibus Training) – Prof Service Fees	6-38047-4505	\$3,825
WDG (CFS-Archibus Training) – Indirect	6-38047-4651	\$ 574

Total WDG (CFS-Archibus Training)	\$4,399
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Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

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In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Amending the 2003-2004 JCC Budget in Relation to
Small Business Development Center DETA Grant

By Legislator: _____

WHEREAS, the allocation granted to the College under the Small Business Development Center DETA Grant differed slightly from the estimates used at the time of formulating the operating budget;

WHEREAS, the SBDC DETA grant operates under a fiscal year that differs from the College Operating Budget, necessitating reconciliation of the account;

NOW, THEREFORE BE IT RESOLVED, that the Jefferson Community College Budget is hereby amended as follows:

INCREASE REVENUE:

SBDC DETA – Revenue	6-38054-0950	\$ 6,521.65
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INCREASE EXPENDITURE:

SBDC DETA – Professional F/T	6-38054-1100	\$ 50.00
SBDC DETA – Employee Benefits	6-38054-2070	\$ 1,680.00
SBDC DETA – Travel	6-38054-4510	\$ 265.65
SBDC DETA – Advertising	6-38054-4600	\$ 3,926.00
SBDC DETA – Indirect	6-38054-4651	<u>\$ 600.00</u>
		\$ 6,521.65

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

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In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Amending the 2003-2004 JCC Budget in Relation
to Telephone System Equipment Replacement

By Legislator: _____

WHEREAS, the existing telephone system is eight years old, recently suffered a significant system failure and necessary repairs to the system would be nearly as costly as replacement;

WHEREAS, upon investigation, it was determined that a replacement of the system was economically prudent, and would incorporate upgraded technology in order to better meet current and future demand;

NOW, THEREFORE BE IT RESOLVED, that the Jefferson Community College Budget is hereby amended as follows:

INCREASE:

Special Items – Office Equipment	2-82000-3100	\$25,039
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DECREASE:

Special Items – Insurance	2-20000-4605	\$ 6,000
Financial Operations – Bad Debt Exp	2-81150-4622	\$19,039

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

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In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Amending the 2003-2004 JCC Budget in Relation to
Distance Learning Camera Equipment Replacement

By Legislator: _____

WHEREAS, the existing camera utilized for Distance Learning coursework with area school districts is over seven years old, has recently suffered a system failure whereby tracking ability has ceased to function, and necessary repairs to the system would be as costly as replacement;

WHEREAS, in order to maintain and deliver the same quality of instruction, a replacement camera is necessary;

NOW, THEREFORE BE IT RESOLVED, that the Jefferson Community College Budget is hereby amended as follows:

INCREASE:

Instructional Technology – A/V Equipment	2-66000-3400	\$16,700
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DECREASE:

Instructional Technology – Computer Equipment	2-66000-3350	\$16,700
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By Legislator: _____

State of New York)
) ss.:
County of Jefferson)

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In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Amending the 2003-2004 JCC Budget in Relation to Equity
Adjustment – Faculty Association of Jefferson Community College

By Legislator: _____

WHEREAS, as agreed upon in the Memorandum of Agreement between the Jefferson County Board of Legislators, Board of Trustees of Jefferson Community College, and the Faculty Association of Jefferson Community College dated July 10, 2001, a Labor/Management Committee was created to discuss issues of mutual concern including Professional Services Staff Titles and Grade Classifications.

WHEREAS, a mutually acceptable, NEA endorsed, independent agent was hired to conduct a job analysis for all individuals within this classification and after extensive examination and review, final recommendations were provided and accepted by the Faculty Association and Jefferson Community College.

NOW, THEREFORE BE IT RESOLVED, in accordance with the Memorandum of Agreement, dated July 10, 2001, Item 2. Article V, Compensation, Subsection 5, Professional Services Staff Titles and Grade Classifications, the Jefferson Community College Budget is hereby amended as follows:

INCREASE EXPENDITURE:

Evening & Extension – Professional F/T (Johnson)	2-67000-1100	\$ 1,617.01
Registrar – Professional F/T (Eisele)	2-74200-1100	\$ 8,085.04
Registrar – Professional F/T (Clark)	2-74200-1100	\$ 7,590.95
Financial Operations – Professional F/T (Bookser)	2-81150-1100	\$ 7,860.45
Information Systems – Professional F/T (Horton)	2-81250-1100	\$ 3,211.56
	Total Increase	\$28,365.01

DECREASE EXPENDITURE:

Special Items – Salary Adjustment	2-82000-1800	\$28,365.01
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Seconded by Legislator: _____

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Amending the 2003-2004 JCC Budget in Relation to the
Distribution of Performance Awards

By Legislator: _____

WHEREAS, pursuant to the employment agreement with the Faculty Association and Management/Confidential employees, certain teaching and non-teaching employees of the College are entitled to a salary adjustment, and

WHEREAS, modification of the 2003/2004 Operating Budget is necessary to allocate funds to the proper accounts in connection with the terms of employment agreements;

NOW, THEREFORE BE IT RESOLVED, that the Jefferson Community College Budget is hereby amended as follows:

INCREASE APPROPRIATION:

2-62125-1100	English – Professional F/T	\$ 1,700
2-62150-1100	Social Science – Professional F/T	\$ 1,700
2-62175-1100	CRJ/HUS/ECD – Professional F/T	\$ 850
2-63050-1100	Computer Science – Professional F/T	\$ 850
2-63075-1100	Lab Science – Professional F/T	\$ 1,700
2-63100-1100	Math – Professional F/T	\$ 850
2-63150-1100	Nursing – Professional F/T	\$ 1,700
2-64125-1100	Business Studies – Professional F/T	\$ 1,700
2-64150-1100	Accounting/Office Tech – Professional F/T	\$ 850
2-66000-1100	Instructional Technology – Professional F/T	\$ 1,700
2-73000-1100	Library – Professional F/T	\$ 850
2-74050-1100	Admissions – Professional F/T	\$ 850
2-74100-1100	Financial Aid – Professional F/T	\$ 850
2-74200-1100	Registrar – Professional F/T	\$ 850
2-74300-1100	Student Activities – Professional F/T	\$ 850
2-81000-1100	Office of the President – Professional F/T	\$ 1,000
2-81050-1100	Academic Dean – Professional F/T	\$ 1,000
2-81100-1100	Dean of Administration – Professional F/T	\$ 1,000
2-81150-1100	Bursar/Financial Operations – Professional F/T	\$ 850
2-81200-1100	Continuing Education – Professional F/T	\$ 1,000
2-81250-1100	Information Systems – Professional F/T	\$ 1,100
2-81300-1100	Administrative Services – Professional F/T	\$ 500

Total Appropriation Increase \$21,700

DECREASE APPROPRIATION:

2-90000-2085 Employee Benefits – Performance Awards \$21,700

Total Appropriation Decrease \$21,700

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

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In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Amending the 2003-2004 JCC Budget in Relation to
End of Year Adjustments

By Legislator: _____

WHEREAS, modification of the 2003/2004 JCC Operating Budget is necessary to redistribute funds to the proper accounts for year-end adjustment purposes.

NOW, THEREFORE BE IT RESOLVED, that the 2003/2004 Jefferson Community College budget is hereby amended thereby complying with generally accepted accounting principles as follows:

JEBUD#	Account Increase	Account Decrease	Amount	Description
32	6-38050-1100	6-38050-1110	35,276.00	Personnel Adjustments (SBDC)
34	2-62000-1100	2-82000-1800	1,908.00	Personnel Adjustments
34	2-63000-1100	2-82000-1800	1,766.00	Personnel Adjustments
34	2-66000-1100	2-82000-1800	1,048.00	Personnel Adjustments
34	2-72000-1100	2-82000-1800	1,529.00	Personnel Adjustments
34	2-81000-1100	2-82000-1800	7,599.00	Personnel Adjustments
34	2-81000-1100	2-82000-1800	7,463.00	Personnel Adjustments
34	2-81025-1100	2-82000-1800	1,533.00	Personnel Adjustments
34	2-81030-1100	2-82000-1800	1,540.00	Personnel Adjustments
34	2-81050-1100	2-82000-1800	2,472.00	Personnel Adjustments
34	2-81050-1100	2-82000-1800	1,775.00	Personnel Adjustments
34	2-81075-1100	2-82000-1800	2,215.00	Personnel Adjustments
34	2-81100-1100	2-82000-1800	2,239.00	Personnel Adjustments
34	2-81100-1100	2-82000-1800	1,196.00	Personnel Adjustments
34	2-81100-1100	2-82000-1800	2,368.00	Personnel Adjustments
34	2-81200-1100	2-82000-1800	2,882.00	Personnel Adjustments
34	2-81250-1100	2-82000-1800	1,048.00	Personnel Adjustments
34	2-81300-1100	2-82000-1800	2,098.00	Personnel Adjustments
100	2-61050-1100	2-90000-2085	850.00	02/03 Performance Award Distribution
100	2-62100-1100	2-90000-2085	850.00	02/03 Performance Award Distribution
100	2-62125-1100	2-90000-2085	1,700.00	02/03 Performance Award Distribution
100	2-62150-1100	2-90000-2085	850.00	02/03 Performance Award Distribution
100	2-62175-1100	2-90000-2085	850.00	02/03 Performance Award Distribution
100	2-63075-1100	2-90000-2085	1,700.00	02/03 Performance Award Distribution
100	2-63100-1100	2-90000-2085	2,550.00	02/03 Performance Award Distribution
100	2-82000-1800	2-90000-2085	850.00	02/03 Performance Award Distribution
100	2-64125-1100	2-90000-2085	850.00	02/03 Performance Award Distribution
100	2-64150-1100	2-90000-2085	850.00	02/03 Performance Award Distribution
100	2-65000-1100	2-90000-2085	425.00	02/03 Performance Award Distribution
100	2-67000-1100	2-90000-2085	850.00	02/03 Performance Award Distribution
100	2-82000-1800	2-90000-2085	850.00	02/03 Performance Award Distribution

100	2-74050-1100	2-90000-2085	850.00	02/03 Performance Award Distribution
100	2-74250-1100	2-90000-2085	850.00	02/03 Performance Award Distribution
100	2-74350-1100	2-90000-2085	425.00	02/03 Performance Award Distribution
100	2-81025-1100	2-90000-2085	850.00	02/03 Performance Award Distribution
100	2-81150-1100	2-90000-2085	850.00	02/03 Performance Award Distribution
100	2-81250-1100	2-90000-2085	850.00	02/03 Performance Award Distribution
112	2-81025-4600	2-90000-2050	13,318.00	Advertising Campaign
126	2-62000-1110	2-67000-1110	41,936.90	Cover P/T Teaching Overages
126	2-63000-1110	2-67000-1110	4,506.55	Cover P/T Teaching Overages
126	2-64000-1110	2-67000-1110	5,825.58	Cover P/T Teaching Overages
126	2-65000-1210	2-67000-1110	8.76	Personnel Adjustments
126	2-80000-1300	2-67000-1110	5,558.31	Personnel Adjustments
126	2-81100-1300	2-67000-1110	76.56	Personnel Adjustments
126	2-80000-1100	2-63075-1100	12,058.42	Personnel Adjustments
127	2-82000-4430	2-82000-4400	14,400.00	Copier Lease to Maintenance Contract
130	2-74250-1110	2-64125-1110	17,402.29	Year End Adjustment
133	2-66000-3350	2-67000-4635	837.01	Purchase Computers
133	2-66000-3350	2-70250-1110	10,000.85	Purchase Computers
133	2-66000-3350	2-81150-4622	20,961.00	Purchase Computers
133	2-66000-3350	2-67350-1110	5,020.84	Purchase Computers
133	2-74150-3100	2-63150-4505	11,464.40	Purchase AEDs (Defibrillators)
151	2-80000-3250	2-63150-4505	20,435.47	End of Year Adjustments
151	2-80000-3250	2-67000-4505	25,960.00	End of Year Adjustments
151	2-80000-3250	2-81250-1300	3,000.00	End of Year Adjustments
151	2-80000-3250	2-81250-3350	1,614.05	End of Year Adjustments
151	2-80000-3250	2-81250-4415	1,040.48	End of Year Adjustments
153	2-66000-3400	2-90000-2050	60,600.00	End of Year Adjustments

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Amending the 2003-2004 JCC Budget to Recognize and Appropriate
Additional Small Business Development Center Revenue

By Legislator: _____

WHEREAS, the amounts initially budgeted for the Small Business Development Center need to be reconciled to reflect additional revenue from revenues from workshops and seminars.

NOW, THEREFORE BE IT RESOLVED, that the 2003-2004 Jefferson Community College budget is hereby amended as follows:

	<u>INCREASE EXP.</u>	<u>INCREASE REV.</u>	<u>AMOUNT</u>	<u>EXPLANATION</u>
29	6-38052-4600	6-38052-0558	0.61	Revenue
33	6-38052-4600	6-38052-0558	513.00	Revenue
33	6-38052-4510	6-38052-0558	2793.00	Revenue
33	6-38052-4330	6-38052-0558	363.66	Revenue
33	6-38051-4600	6-38051-0555	1900.00	Revenue
50	6-38052-4330	6-38052-0558	718.20	Revenue
50	6-38052-4600	6-38052-	718.20	Revenue
50	6-38051-4505	6-38051-0555	475.00	Revenue
50	6-38052-4100	6-38052-0558	16.10	Revenue
56	6-38052-4100	6-38052-0558	308.75	Revenue
77	6-38051-4600	6-38051-0555	950.00	Revenue
77	6-38052-4100	6-38052-0558	333.40	Revenue
77	6-38052-4505	6-38052-	1500.00	Revenue
77	6-38052-4510	6-38052-0558	1500.00	Revenue
77	6-38052-4600	6-38052-0558	1545.75	Revenue
94	6-38052-4600	6-38052-0558	845.50	Revenue
94	6-38052-4330	6-38052-0558	3208.15	Revenue
128	6-38051-4505	6-38051-0555	475.00	Revenue
128	6-38052-4505	6-38052-0558	940.50	Revenue
128	6-38052-4505	6-38052-0558	213.75	Revenue
152	6-38051-4505	6-38051-0555	475.00	Revenue
152	6-38052-4505	6-38052-0558	3320.25	Revenue
<u>JEBUD</u>	<u>DECREASE EXP.</u>	<u>DECREASE REV.</u>	<u>AMOUNT</u>	<u>EXPLANATION</u>
69	6-38052-4510	6-38052-0558	168.00	Workshop Reduction
69	6-38052-4600	6-38052-0558	84.00	Workshop Reduction

Seconded by Legislator: _____

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Setting Time and Place for Public Hearing on Tentative Budget for Fiscal Year 2005

By Legislator: _____

Resolved, That, Pursuant to Section 359 of County Law, a public hearing on the Tentative Budget for County fiscal year 2005 be held before this Board of Legislators at 7:00 P.M. on the 9th day of November, 2004 in the Chambers of the Board of Legislators, County Office Building, 175 Arsenal Street, Watertown, NY, and be it further

Resolved, That notice of said public hearing be given in accordance with law.

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20 ____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Appointing County Administrator

By Legislator: _____

Whereas, Pursuant to Local Law No. 10 of 1986, as amended, the position of County Administrator is subject to reappointment by the Board of Legislators; and

Whereas, The current term of the Administrator, Robert F. Hagemann, III will expire December 31, 2004; and

Whereas, The Jefferson County Board of Legislators wishes to reappoint Robert F. Hagemann, III for a successive term.

Now, Therefore, Be It Resolved, That, pursuant to Jefferson County Local Law No. 10 of 1986, as amended, Robert F. Hagemann, III be and is hereby appointed as County Administrator for the County of Jefferson for a two year term of office to expire December 31, 2006, consistent with all applicable resolutions and law and pursuant to the terms currently in place for said position and all other benefits afforded under the Management Personnel Policy Manual; and be it further

Resolved, That the salary of the County Administrator shall be adjusted annually during the term in accordance with the percentage increase awarded in the Management and Management Confidential Compensation Plan; and be it further

Resolved, That, a performance evaluation shall be conducted annually during the term of the appointment.

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Approving Appointment of Deputy County Administrator

By Legislator: _____

Resolved, That pursuant to Section 6 of Local Law No. 10 of 1986, upon the recommendation of the County Administrator, Michael E. Kaskan be and is hereby appointed as Deputy County Administrator for a term consistent with that of the County Administrator, said term to expire on December 31, 2006.

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20 ____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Conveying Parcel Number 62.00-1-4.2 in the Town of Brownville Following Tax Foreclosure

By Legislator: _____

Whereas, Jefferson County has foreclosed on various properties for 2001 tax liens including Tax Map Parcel Number 62.00-1-4.2 in the Town of Brownville, and

Whereas, Although the property was sold at public auction on May 22, 2004, the sale was later canceled because of the discovery that the mortgage lender may not have received notice of the foreclosure, and

Whereas, The mortgage lender, has offered to pay the delinquent property taxes in exchange for the County conveying the property back to the pre-foreclosure owner, and

Whereas, The potential defect in the original foreclosure requires re-noticing the mortgage lender and granting it an opportunity to redeem, and

Whereas, The mortgage lender has deposited sufficient monies with the County Treasurer to bring all delinquent taxes against the property current.

Now, Therefore, Be it Resolved, That Jefferson County shall convey to Frederick Hamson the premises known as Tax Map Identification Number 62.00-1-4.2 in the Town of Brownville by quitclaim deed for the purchase price of \$10,363.75 plus administrative fee and transfer tax to be paid by the purchaser and the Chairman of the Board and the County Attorney are here by authorized to sign all necessary documents to convey the premises.

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Amending 2004 Comprehensive Planning Resource Allocation Agreement with
the New York State Office of Children & Family Services and Authorizing Amended
Contractual Youth Program Agreements in Relation Thereto

By Legislator: _____

Whereas, Pursuant to Resolution No. 293 of 2003 this Board authorized a 2004 Comprehensive Planning Resource Allocation Agreement with the NYS Office of Children and Family Services, and

Whereas, Sackets Harbor Central School will not fully utilize its 2004 funding allocation as certain expenses for their first-year after school program were over-budgeted, and

Whereas, The Youth Board has recommended the unexpended funding be awarded to the Town of Alexandria Hearts for Youth Program.

Now, Therefore, Be It Resolved, That the 2004 Comprehensive Planning Resource Allocation Agreement with the NYS Office of Children & Family Services is hereby amended to reflect the following modified grant funding as recommended by the Youth Board, and be it further

<u>Agency/Program</u>	<u>Approved State Aid Allocation</u>	<u>Revised State Aid Allocation</u>
Sackets Harbor Central School/The Club	\$4,886	\$3,833
Town of Alexandria/Hearts for Youth	\$7,394	\$8,447

Resolved, That Pursuant to Section 450 of County Law, the Chairman of the Board of Legislators be and is hereby authorized to execute necessary amended 2004 Comprehensive Planning Resource Allocation Agreement and agency agreements on behalf of Jefferson County.

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Amending the 2004 County Budget in Relation to
Operating Requirements in Public Health Department

By Legislator: _____

Whereas, the Public Health Department has projected shortfalls in various budgeted appropriations relating to miscellaneous operating requirements.

Now, Therefore, Be It Resolved, That the 2004 County Budget is hereby amended as follows:

Increase:

01 4050-999.91610	Home Nursing Charges	\$50,000
01-4050-1185.4413	Medical Fees	\$13,000
01-4050-4050.1110	Temporary	55,000
01-4050-4050.1300	Overtime	20,000
01-4050-4050.4413	Medical Fees	26,000

Decrease:

01-4050-1185.1100	Personal Services	\$13,000
01-4050-4057.1110	Temporary	30,250
01-4050-4060.1100	Personal Services	20,750

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing a Grant Agreement, Authorizing a Subrecipient Agreement,
and Amending the 2004 County Budget in Connection with a 2004
Community Development Block Grant Award to Jefferson County

By Legislator: _____

Whereas, The Governor’s Office for Small Cities (GOSC) has notified Jefferson County that its 2004 Community Development Block Grant (CDBG) application to support the North Country Children’s Clinic (NCCC) capital project has been approved, and

Whereas, The \$600,000 CDBG award will assist the rehabilitation of the former Kriff’s Furniture Store in downtown Watertown for use by the NCCC to deliver health services to Jefferson County residents, and

Whereas, The Chairman of the Board is required to execute a Grant Agreement to access the funding for the award, and

Whereas, A Subrecipient Agreement is required between the County (Recipient) and NCCC (Subrecipient) to establish roles and responsibilities throughout the course of grant administration in a manner consistent with GOSC guidelines, and

Whereas, The 2004 County Budget requires an amendment to establish revenue and expenditure line items associated with the award,

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is authorized to execute a Grant Agreement with GOSC and a Subrecipient Agreement with the NCCC in accordance with GOSC regulations, and

Be It Further Resolved, That the 2004 County Budget is amended as follows:

Increase:

30-8668-8668.4012	CDBG- NCCC	\$600,000
30-8668-999.94911	Federal Aid - CDBG	\$600,000

Seconded by Legislator: _____

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Establishing the Jefferson County
Consolidated Agricultural District No. 3, Southwest.

By Legislator: _____

Whereas, The Board of Legislators, pursuant to an eight year review, adopted Resolution 266 of 2003 which modified the Ellisburg Agricultural District, No. 10 and consolidated existing agricultural districts Numbers 10, 11 and part of 6, and

Whereas, The consolidated Agricultural District was submitted to the New York State Department of Agriculture and Markets on April 1, 2004, and

Whereas, The Jefferson County Consolidated Agricultural District No. 3, Southwest, was officially certified by Nathan L. Rudgers, Commissioner of the New York State Department of Agriculture and Markets, on August 17, 2004.

Now, Therefore, Be It Resolved, That, pursuant to Section 303 of Article 25AA of the New York State Agriculture and Markets Law, the Jefferson County Board of Legislators does hereby approve the Establishment of the Jefferson County Consolidated Agricultural District No. 3, Southwest, consisting of approximately 197 farms, and 67,687 acres of land, with an effective date of February 3, 2002. The boundary of the Jefferson County Consolidated Agricultural District No. 3, Southwest and the property lines of the landowners within the district are depicted on the maps entitled Jefferson County Consolidated Agricultural District No. 3, Southwest 2002, Map #1 and Map # 2.

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators
