

ADMINISTRATION COMMITTEE AGENDA
NOVEMBER 25, 2024
5:30 PM

- 1. Call to Order**
 - a. Godfrey, Nemi, Bradt, Elder, Myers, Robins, Voccio
- 2. Approval of Minutes of November 4, 2024**
- 3. Community Safety and Security Committee Agenda**
- 4. Community Services Committee Agenda**
- 5. Infrastructure Committee Agenda**
- 6. Treasurer's Office**
 - a. Distribution of Mortgage Tax
 - b. Purchase of In-Rem Property
 - c. Sole Source Standardization of Annual System Maintenance and Hosting of Tax Collection Software System to Systems East, Inc.
- 7. County Attorney**
 - a. Authorization to Convey Certain Tax Sale Property (Property Commonly Known as D'Angelo Drive) to the Town of Wheatfield
 - b. Resolution Authorizing Intermunicipal Agreement with the City of North Tonawanda for City In-Rem Proceedings
- 8. Information and Adjournment**

**NIAGARA COUNTY ADMINISTRATION COMMITTEE
MEETING MINUTES
November 4, 2024
5:30 PM**

	ADMINISTRATION	STAFF	OTHERS
PRESENT:	D. Godfrey A. Nemi J. Elder C. Robins C. Voccio I. Myers	R. Updegrove K. Alexander D. Huntington C. Joerg P. Lopes J. Pitarresi K. Schuler H.Soles	M. Filicetti, Sheriff's Office D. LaRock, Probation J. Schultz, Fire Coordinator L. Kelemen, Mental Health J. Jastrzemski, County Clerk W. Lynch, SUNY Niagara G. Meal, Public Works J. Gaston, Parks D. Timm, Refuse W. Flynn, Information Technology
EXCUSED:	R. Bradt		

1. Call to Order

Chairman D. Godfrey called the meeting of the Administration Committee to order at 5:30 p.m.

2. Approval of Minutes

Chairman D. Godfrey asked for the approval of the minutes to the meeting of October 7, 2024. The minutes were approved by A. Nemi. C. Robins seconded them. The minutes passed unanimously.

3. Community Safety and Security Committee Agenda

a. Office of the Sheriff

- i. Sole Source Standardization Motorola Public Safety Radios
- ii. LaBella Consultant Contract Jail Remodel Change Order No.1
- iii. Accept Police Traffic Services Grant.
- iv. Budget Mod. – Board of Elections Security
- v. Agreement with Village of Middleport for Communications Tower
- vi. Budget Mod. – SHSP 2023 Homeland Security Grant
- vii. Accept Domestic Terrorism Prevention Grant
- viii. Sole Source Overhead Door for Perimeter Gates Repair
- ix. Installation of Stationary License Plate Readers

b. District Attorney

- i. Accept Gun Involved Violence Elimination Initiative Grant

b. Probation

- i. Accept State Aid Block Grant SFY 2024-2025
- ii. Satellite Tracking of People (STOP) Contract Extension

c. Office of Emergency Services

- i. Budget Mod. – Accept Payment for Haz-Mat Incident
- ii. Budget Mod. – Accept Payments for EMS Overtime
- iii. Inter-Municipal Trailer Transfer Agreement

D. Godfrey made a motion. J. Elder seconded it. Passed unanimously.

**NIAGARA COUNTY ADMINISTRATION COMMITTEE
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5:30 PM**

4. Community Services Committee Agenda

d. Department of Mental Health

- i. Budget Modification – 2024 Contract State Aid COLA
- ii. Budget Modification – One-Time Funding for Dale Association
- iii. Abolish Part Time Licensed Clinician Position/Create and Fill Part Time Crisis Services Phone Aide Position

e. County Clerk

- i. Lease Agreement for Niagara County Inactive Records Management Program - **Amended**
- ii. Award of Contract – Consultant to Assess Integrated Records Management System for Niagara County Clerk's Office

f. SUNY Niagara (Niagara County Community College)

- i. Support of SUNY Niagara (Niagara County Community College) Capital Funding Request to New York State for Wellness and Mental Health Center Investments

I. Myers made a motion. C. Voccio seconded it. Passed unanimously.

5. Refuse District Committee Agenda

- a. Acceptance of Funds from BQ Energy

A. Nemi made a motion. J. Elder seconded it. Passed unanimously.

6. Infrastructure Committee Agenda

a. Information Technology

- i. Resolution for Funding of Information Technology Infrastructure for Relocation of Mental Health and Public Health Offices
- ii. Award of Contract and Funding – Data Cabling Project

b. Refuse

- i. Acceptance of Funds from BQ Energy

c. Environmental/Solid Waste

- i. Accept Funds from Clean Energy Communities

d. Parks

- i. Niagara County Golf Course Easement for New York State Electric and Gas Corporation
- ii. Restaurant Lease with County of Niagara – Golf Course

e. Engineering

- i. Award of Contract - Hunt Street Bridge over Bergholz Creek
- ii. Award of Contract – Hess Road Culvert No. 24-24
- iii. Award of Contract – Recreational Facilities at Krull Park & Oppenheim Parks
- iv. Award of Contract – Golf Course Site Improvements Locker Room Modifications – General Construction Contract
- v. Award of Contract – Golf Course Site Improvements Locker Room Modifications – Electrical Contract
- vi. Award of Contract – Golf Course Site Improvements Locker Room Modifications – Plumbing Contract
- vii. Award of Contract – Golf Course Site Improvements Locker Room Modifications – Mechanical Contract

**NIAGARA COUNTY ADMINISTRATION COMMITTEE
MEETING MINUTES
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- viii. Award of Contract – Hartland Road Bridge over Golden Hill Creek
- ix. New Public Works Facility – General Construction Contract - **Tabled**
- x. New Public Works Facility – Electrical Contract - **Tabled**
- xi. New Public Works Facility – Plumbing Contract - **Tabled**
- xii. New Public Works Facility – Mechanical Contract - **Tabled**
- xiii. Hartland Road Bridge over Golden Hill Creek Consultant Amendment No. 3
- xiv. New Public Works Facility Consultant Amendment No. 3 - **Tabled**
- xv. Royalton Center Road Bridge over Mud Creek Bridge Replacement Consultant Amendment No. 3
- xvi. Culvert Linings 2024 – Change Order No. 1 Final
- xvii. Courthouse HVAC Improvements Phase II General Construction Contract – Change Order No. 4 Final Corrected
- xviii. Courthouse HVAC Improvements Phase II Mechanical Contract – Final Payment
- xix. Royalton Ravine Pavilion – Change Order No. 1
- xx. Public Safety Roof and Roof Top Unit Replacements – Grove Roofing Change Order No. 2
- xxi. Public Safety Roof and Roof Top Unit Replacements – Parise Mechanical Change Order No. 1
- f. **Highway**
 - i. Snow and Ice Agreement with New York State Dept. of Transportation 2024-2029
 - ii. Highway Maintenance Budget Modification
- g. **Administration**
 - i. Resolution Approving Engagement of Outside Auditing Firm for Professional Auditing Services to Niagara County Public Works for Closeout Reports
 - ii. Renewal of Contract with Niagara Falls Coach Lines, Inc. for the Operation and Maintenance of Connect Niagara Rural Transportation

I. Myers made a motion. C. Robins seconded it. Passed unanimously.

7. County Manager

- a. Set Public Hearing for Assessment Tax Roll for the Niagara County Water District
- b. Set Public Hearing for Assessment Tax Roll for the Niagara County Refuse District
- c. Set Public Hearing for Assessment Tax Roll for the Niagara County Sewer District
- d. Set Public Hearing for the Tentative Budget for the Year 2025

A. Nemi made a motion. C. Robins seconded it. The four resolutions passed as a slate unanimously.

8. County Attorney

- a. Resolution to Authorize the County Attorney to use Funds from the Committed Fund Balance for Environmental Litigation Matters

D. Godfrey made a motion. C. Voccio seconded it. Passed unanimously.

9. Risk Management

- a. Property & Casualty/General Liability Claim Coverage Budget Modification

J. Elder made a motion. I. Myers seconded it. Passed unanimously.

**NIAGARA COUNTY ADMINISTRATION COMMITTEE
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10. Board of Elections

- a. Resolution for the Lease Agreement for Niagara County Board of Elections Storage was amended as follows:

RESOLVED, that the County Manager, County Attorney and Risk Management recommends a lease agreement be entered into with Castello Newfane, LLC, for a five (5) year term with additional option for one(1) year annual renewals subject to Legislative approval with an option to terminate by either party upon 120 days prior notice, and be it further,

C. Robins made a motion to amend the resolution. C. Voccio seconded it. The amendment passed unanimously.

- b. Niagara County Board of Elections Cybersecurity Renewal Agreement
- c. Niagara County Board of Elections 2024 General Election Grant Acceptance
- d. Niagara County Board of Elections Electronic Poll Book Grant Acceptance
- e. Niagara County Board of Elections Ballot by Mail Grant Acceptance

A. Nemi made a motion. C. Robins seconded it. The five resolutions passed as a slate unanimously.

11. Informational

Legislator Godfrey acknowledged and thanked Jeff Gaston, Deputy Commissioner of Public Works, for his efforts in the County of Niagara's participation in Operation Green Light. By illuminating the flagpoles outside the County Courthouse in green the week leading up to Veteran's Day, we honor and show our support for our veterans.

Legislator Myers mentioned the Town of Porter's annual Veteran's Day chicken barbeque and basket raffle to benefit VFW Lake Ontario Post 313 in Youngstown and the American Legion Post 830 in Ransomville. The event will take place from noon to 5 p.m. on Saturday, November 9th, 2024 at the Youngstown Volunteer Fire Co., 625 Third Street, Youngstown, NY.

12. Adjournment

A motion was made by I. Myers to adjourn. C. Voccio seconded it. Passed unanimously. The Administration Committee meeting adjourned at 6:23 p.m.

Minutes Transcribed By:

Heather Soles, Budget Assistant
Office of Management & Budget

Minutes Approved By:

David E. Godfrey, Chairman
Administration Committee



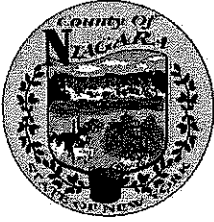
COMMUNITY SAFETY AND SECURITY COMMITTEE AGENDA November 25, 2024

1. Call to Order
 - a. Hill, Godfrey, Abbott, Elder, Robins, Bradt, McKimmie
2. Approval of minutes from previous meeting
3. Sheriff

Res. – Accept Forensic Laboratory Coverdell Grant
Res. – Setting the Sheriff Salary
4. Public Defender

Res. – Accept Office of Indigent Legal Services (OILS) Distribution #14 (C140029) Grant Amendment
5. Conflicts & Assigned Counsel

Res. – Reimbursement of Assigned Counsel Fees



Community Services Committee

AGENDA - Meeting of November 25, 2024

1. Call to Order

a) Bradt, Gooch, Godfrey, Nemi, Robins, Speranza, Voccio

2. Approval of Minutes of November 4, 2024

3. Social Services

a) Sole Source and Standardization of Real Vision Software, Inc.

4. Motion to Adjourn



INFRASTRUCTURES COMMITTEE AGENDA
NIAGARA COUNTY COURT HOUSE
LOCKPORT, NEW YORK
MONDAY NOVEMBER 25, 2024
MEETING NO. 11
5:30 PM

- 1. Call to Order**
 - a. Foti, Myers, Abbott, Bradt, Hill, Robins, Speranza
- 2. Meeting Minutes – Approval**
 - a. November 4, 2024
- 3. Refuse – Approval**
 - a. Award Leachate Contract
- 4. Environmental/Solid Waste – Informational**
 - a. Accept \$125,000.00 from Clean Energy Communities Grant
- 5. Administration – Approval**
 - a. Capital Account Project Close Out
 - b. Public Works Facility Funding
- 6. Parks – Approval**
 - a. Budget Modification – Golf Cart Path Paving
- 7. Buildings and Grounds - Approval**
 - a. Award Sole Source Card Access to General Security for Lenel Access Control System in Niagara County Office Buildings
 - b. Angelo DelSignore Civic Cooling Tower Repairs and Maintenance NO.1- Final
- 8. Engineering - Approval**
 - a. Award Contract
 - i. Hartland Rd Culvert 108-10, EPN2315
 - ii. Public Works Facility General Construction– EPN2007
 - iii. Public Works Facility Electrical – EPN2007
 - iv. Public Works Facility Plumbing – EPN2007
 - v. Public Works Facility Mechanical – EPN2007
 - b. Amendments
 - i. Krull Park Lakeshore Wall Repair – WSP – EPN1909 – NO.7 - Final
 - ii. Gasport Rd over 18 Mile Crk, Final Design and Bid Support – NO.2 EPN2308
 - iii. Golf Course Locker Room, Nussbaumer & Clark – Additional Engineering Services NO.2 – EPN2311
 - iv. Public Safety Roof & RTU – DiDonato, Time Extension – NO.1 EPN2310

c. Change Order

- i. Golf Course Locker Room add additional Drainage and Time Extension, Palladino – EPN2311
- ii. Courthouse Boiler Replacement, CIR – EPN2009 – NO.5 - Final
- iii. Atlantic Testing, Testing and Inspection, Time Extension – EPN2222
- iv. Wilson Burt over 18 Mile Crk., Edbauer Time Extension – NO.1 EPN2119
- v. Braley Rd over E Branch of Twelve Mile Crk Rail Project Time Extension NO.1 - EPN2228

9. Highway - Approval

- a. Budget Modification – Heavy Duty Lift

DISTRIBUTION OF MORTGAGE TAX

WHEREAS, Niagara County has received mortgage tax monies for the period April, 2024 through September, 2024 in the amount of \$3,704,429.62 and

WHEREAS, the Recording Officer has previously distributed \$900,217.99 to the Niagara Frontier Transportation Authority, \$801,756.83 to the State Mortgage Tax Agency, and retained \$132,198.13 for approved county administrative expenses, and

WHEREAS, that Recording Officer has remitted the remaining monies collected to the County Treasurer for distribution to various Niagara County towns, villages and cities, now therefore be it

RESOLVED, that the sum of **\$1,870,256.67** reflects mortgage tax monies for the period April 1, 2024 through September 30, 2024 to be distributed, and the same be and hereby is, apportioned as follows among the various towns, villages and cities of the County of Niagara:

TOWNS	Cambria	\$ 94,767.79
	Hartland	36,947.31
	Lewiston	171,722.61
	Lockport	176,395.64
	Newfane	67,708.63
	Niagara	50,215.66
	Pendleton	114,444.79
	Porter	41,565.36
	Royalton	54,567.84
	Somerset	14,331.94
	Wheatfield	202,153.94
	Wilson	37,833.89
VILLAGES	Middleport (Hartland)	\$ 566.08
	Middleport (Royalton)	3,553.97
	Lewiston	21,154.36
	Youngstown	7,796.27
	Barker	1,067.09
	Wilson	4,114.51

CITIES	Lockport	\$ 182,688.85
	Niagara Falls	274,794.93
	North Tonawanda	<u>311,865.21</u>
	TOTAL:	\$1,870,256.67

and be it further

RESOLVED, that the County Treasurer be, and hereby is, directed to pay the various towns, village treasurers, and city treasurers the amounts recorded above and that this document shall be sufficient authorization to the County Treasurer to make the payments in accordance with the above direction.

ADMINISTRATION COMMITTEE

APPROVED FOR SUBMISSION

CHAIRMAN

MAJORITY LEADER

MINORITY LEADER



Administration Committee

Complete this form, save in Committee folder and name using this format yyyyymmdd dept desc (example 20170111 cdp budget adjustment)

Today's Date: November 12, 2024

Department Submitting agenda item: Treasurer's Office

Date of Committee Meeting: November 25, 2024

Title: Purchase of IN-REM Property

Brief Summary: authorize sale of IN-REM property

If this item pertains to a position(s), it must be sent to the Human Resources Department to be reviewed and approved before going to the Administration Committee.

Please provide date approved: N/A

Action Requested: Approval

Associated Costs: None

Benefits & Risks:

PURCHASE OF IN-REM PROPERTY

WHEREAS, certain property located in the Town of Wilson and identified as Parcel ID 294289: SBL # 65.00-2-71 located on Beebe Road, consisting of 0.28 acres was included in the Niagara County In-Rem Proceeding, under Index No. 176239/2021,

WHEREAS, prior to sale the County Treasurer and County Attorney were made aware of a potential legal impediment to the public sale of the same, and

WHEREAS, after thorough legal review it has been determined to be in the best interests of the County to convey the property to an adjacent landowner who is also the legal owner of certain improvements upon the subject property, now therefore be it

RESOLVED, the Chairperson of the Niagara County Legislature is hereby authorized and directed to execute a suitable quit-claim deed to PJR Construction Inc., subject to the approval of the County Attorney, and upon receipt by the County Treasurer of any delinquent taxes owing and associated filing fees, at which time such deed shall be recorded in the Niagara County Clerk's Office.



Administration Committee

Complete this form, save in Committee folder and name using this format yyyyymmdd dept desc (example 20170111 cdp budget adjustment)

Today's Date: November 12, 2024

Department Submitting agenda item: Treasurer's Office

Date of Committee Meeting: November 25, 2024

Title: Sole Source Standardization of Annual System Maintenance & Hosting of Tax Collection Software System to Systems East

Brief Summary: authorize sole source contract to Systems East

If this item pertains to a position(s), it must be sent to the Human Resources Department to be reviewed and approved before going to the Administration Committee.

Please provide date approved: N/A

Action Requested: Approval

Associated Costs: None

Benefits & Risks:

**NIAGARA COUNTY TREASURER'S OFFICE
SOLE SOURCE STANDARDIZATION OF ANNUAL SYSTEM MAINTENANCE
AND HOSTING OF TAX COLLECTION SOFTWARE SYSTEM
TO SYSTEMS EAST, INC.**

WHEREAS, the Niagara County Treasurer's Office has utilized a very customized Tax Collection Software System from Systems East, Inc. (TCS) since 2003, and

WHEREAS, Systems East, Inc. hosts the software rather than it being hosted on client's servers, which increases the ease with which they can provide upgrades and support, and

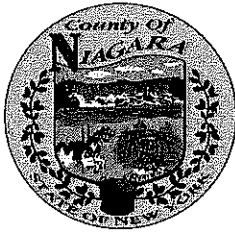
WHEREAS, there is an annual maintenance for hosting and the annual maintenance for 2025 is \$38,079.00, and

WHEREAS, Systems East, Inc. is the sole source for hosting and annual maintenance of its own software system, now, therefore, be it

RESOLVED, that for reasons of efficiency and economy, pursuant to General Municipal Law 103(5), there is a need for standardization for the Niagara County Treasurer's Office in the purchase of annual service maintenance and hosting for the Systems East, Inc. TCS Tax Collection Software system, and be it further

RESOLVED, that it is hereby determined that Systems East, Inc., is the sole source vendor for the annual service maintenance and hosting for the TCS Tax Collection Software system, and that the Niagara County Treasurer's Office is hereby authorized to purchase the annual service maintenance and hosting for the TCS Tax Collection Software system directly from Systems East, Inc., without the need to solicit for alternate proposals, such purchase to be made in consultation with Purchasing Department and in accordance with budgetary procedures.

ADMINISTRATION COMMITTEE



Administration Committee

Complete this form, save in Committee folder and name using this format yyyyymmdd dept desc (example 20170111 cdp budget adjustment)

Today's Date: 11/18/2024

Department Submitting agenda item: County Attorney

Date of Committee Meeting: 11/25/2024

Title: Authorization to convey Certain Tax Sale Property (Property Commonly Known As D'Angelo Drive) To the Town of Wheatfield

Brief Summary: Landlocked property to be transferred to Town of Wheatfield

If this item pertains to a position(s), it must be sent to the Human Resources Department to be reviewed and approved before going to the Administration Committee.

Please provide date approved: N/A

Action Requested:

Associated Costs: 0

Benefits & Risks:

**AUTHORIZATION TO CONVEY CERTAIN TAX SALE PROPERTY
(PROPERTY COMMONLY KNOWN AS D'ANGELO DRIVE)
TO THE TOWN OF WHEATFIELD**

WHEREAS, the Niagara County Treasurer, acting in his capacity as Tax Enforcing Officer, acquired title to tax sale property commonly known as D'Angelo Drive, in the Town of Wheatfield, New York assessed as SBL# 176.05-1-28 pursuant to the Niagara County in rem tax foreclosure proceeding filed in the Niagara County Clerk's Office under Index No.: 138861 (the "Property"), and

WHEREAS, the Town of Wheatfield, a municipal subdivision of the State of New York, has notified the County of Niagara of its desire to own the property, as stated in the Town Board resolution on the 18th day of November 2024, and in consideration of said transfer, has also represented and warranted that said parcel is landlocked with the Town of Wheatfield owning an adjacent parcel on one side and a retention pond being on the other, and the Town needing access to the retention pond for maintenance, and

WHEREAS, the Town of Wheatfield already possesses an easement over said parcel for the access, and

WHEREAS, conveyance of the Property by the County of Niagara to the Town of Wheatfield is in the best interests of both the County of Niagara and the Town of Wheatfield in that it will ensure the maintenance and safety of the retention pond which is adjacent to a number of residences, and

WHEREAS, the terms and conditions under which the property is to be conveyed to the Town of Wheatfield are subject to the final review and approval by the Niagara County Attorney's Office and the attorney of the Town of Wheatfield but must include legally binding assurances of the Town of Wheatfield holding harmless and fully indemnifying the County of Niagara from any liability, damage, claims or judgments arising from the condition and use of the Property including the condition and use of the Property thereafter by the Town of Wheatfield, its transferees, grantees, successors and assigns, now, therefore, be it

RESOLVED, Pursuant to §215 (8) of the County Law, and Real Property Tax Law 1166 the Niagara County Legislature hereby authorizes the County of Niagara to convey tax sale property commonly known as D'Angelo Drive, located in the Town of Wheatfield, New York, to the Town of Wheatfield, and is hereby authorized and directed to sign and deliver a deed, along with any and all other necessary title transfer documents to the Town of Wheatfield, subject to review by the Niagara County Attorney.

ADMINISTRATION COMMITTEE



Administration Committee

Complete this form, save in Committee folder and name using this format yyyyymmdd dept desc (example 20170111 cdp budget adjustment)

Today's Date: 11/18/2024

Department Submitting agenda item: County Attorney

Date of Committee Meeting: 11/25/2024

Title: RESOLUTION AUTHORIZING INTERMUNICIPAL AGREEMENT WITH
THE CITY OF NORTH TONAWANDA FOR CITY IN REM PROCEEDINGS

Brief Summary: Enter into an Intermunicipal agreement regarding the handling of
the tax sale properties

**If this item pertains to a position(s), it must be sent to the Human Resources
Department to be reviewed and approved before going to the Administration
Committee.**

Please provide date approved: N/A

Action Requested:

Associated Costs: 0

Benefits & Risks:

**RESOLUTION AUTHORIZING INTERMUNICIPAL AGREEMENT WITH
THE CITY OF NORTH TONAWANDA FOR CITY IN REM PROCEEDINGS**

WHEREAS, the City of North Tonawanda has instituted In Rem actions under Niagara County Supreme Court Index #E184008/2024 for the foreclosure of certain tax liens for the years 2014 and subsequent against various parcels of land situate within the City of North Tonawanda, New York, pursuant to the provisions of the Local Laws of the City of North Tonawanda as an opt-out municipality of Article 11 of the Real Property Tax Law, and

WHEREAS, tax districts having an interest in various parcels may enter into an agreement making provisions for conveyance of said parcels without public sale, and upon such terms as said districts may agree upon between themselves, and

WHEREAS, the parties hereto have conferred and negotiated as to the method of handling the various parcels included in said action, and

WHEREAS, the parties wish to memorialize their agreement with the execution of an Inter-Municipal Cooperation Agreement, a copy of which is incorporated by reference, now, therefore, be it

RESOLVED, that the Chairman be and is hereby authorized and directed to enter into an inter-municipal cooperation agreements with the City of North Tonawanda regarding the City of North Tonawanda In Rem action filed with the Niagara County Supreme Court under Index #E184008/2024.

ADMINISTRATION COMMITTEE