

**ADMINISTRATION COMMITTEE AGENDA**  
**NOVEMBER 4, 2024**  
**5:30 PM**

- 1. Call to Order**
  - a. Godfrey, Nemi, Bradt, Elder, Myers, Robins, Voccio
- 2. Approval of Minutes of October 7, 2024**
- 3. Community Safety and Security Committee Agenda**
- 4. Community Services Committee Agenda**
- 5. Refuse District Committee Agenda**
- 6. Infrastructure Committee Agenda**
- 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
- 8. County Attorney**
  - a. Resolution to Authorize the County Attorney to use Funds from the Committed Fund Balance for Environmental Litigation Matters
- 9. Risk Management**
  - a. Property & Casualty/General Liability Claim Coverage Budget Modification
- 10. Board of Elections**
  - a. Niagara County Board of Elections Cybersecurity Renewal Agreement
  - b. Niagara County Board of Elections 2024 General Election Grant Acceptance
  - c. Niagara County Board of Elections Electronic Poll Book Grant Acceptance
  - d. Niagara County Board of Elections Ballot by Mail Grant Acceptance
  - e. Lease Agreement for Niagara County Board of Elections Storage
- 11. Information and Adjournment**

**NIAGARA COUNTY ADMINISTRATION COMMITTEE**  
**MEETING MINUTES**  
**October 7, 2024**  
**5:30 PM**

	<b>ADMINISTRATION</b>	<b>STAFF</b>	<b>OTHERS</b>
<b>PRESENT:</b>	D. Godfrey A. Nemi J. Elder C. Robins C. Voccio  R. Wydysh	R. Updegrove K. Alexander P. Lopes J. Pitarresi K. Schuler J. Sobczyk H.Soles	M. Casale, Economic Development M. Filicetti, Sheriff's Office B. Seaman, District Attorney D. Blackley, Public Defender D. LaRock, Probation J. Schultz, Fire Coordinator V. Pearson, Public Health M. Lutz, Social Services L. Kelemen, Mental Health G. Meal, Public Works D. Timm, Refuse W. Flynn, Information Technology
<b>EXCUSED:</b>	R. Bradt I. Myers		

**1. Call to Order**

Chairman D. Godfrey called the meeting of the Administration Committee to order at 5:32 p.m.

**2. Approval of Minutes**

Chairman D. Godfrey asked for the approval of the minutes to the meeting of September 3, 2024. The minutes were approved by A. Nemi. C. Robins seconded them. The minutes passed unanimously.

**3. Economic Development**

- a. Niagara County Comprehensive Economic Development Strategy Report Update Assistance

C. Voccio made a motion. J. Elder seconded it. Passed unanimously.

**4. Community Safety and Security Committee Agenda**

**a. Office of the Sheriff**

- i. Budget Modification – Accept DCJS Law Enforcement Equipment Grant
- ii. Budget Modification – Accept FY24 Cops Technology and Equipment Grant Tower
- iii. Accept Budget Modification of FY20 Operation Stonegarden Grant
- iv. Sole Source Standardization of Promega Corporation for DNA Analysis Kits for Forensic Lab
- v. Sole Source Standardization of Annual System Maintenance and Hosting of Workforce Management Software System to Visual Computer Solutions, Inc.
- vi. Accept Extension of FY21 Statewide Interoperable Communications Formula Grant
- vii. Budget Modification – Accept Red Team Exercise Grant
- viii. Budget Modification – Accept Child Passenger Safety Grant
- ix. Accept Extension of Domestic Terrorism Prevention Grant
- x. LaBella Consultant Contract Building One Remodel Change Order No.1

**b. District Attorney**

- i. Accept District Attorney Illegal Fentanyl Prosecution Grant

**NIAGARA COUNTY ADMINISTRATION COMMITTEE  
MEETING MINUTES  
October 7, 2024  
5:30 PM**

- c. **Public Defender**
  - i. Accept Second Statewide Expansion of Hurrell-Harring (CSTWIDE230) Grant of Residency Request
- d. **Probation**
  - i. Accept 2025 Employment Focused Services Program Grant
  - ii. Accept 2025 Alternatives to Jail Detention Grant
- e. **Office of Emergency Services**
  - i. Budget Modification – Accept Payment for Fire Investigation Report Fees
  - ii. Budget Modification – Accept Payment for Haz-Mat Incident
  - iii. Acceptance of SHSP 2024 Homeland Security Grant

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

**5. Community Services Committee Agenda**

- a. **Department of Public Health**
  - i. Budget Modification – Create & Fill Per Diem PH Engineer Environmental Division
  - ii. Budget Modification - Funding of the Buildout of the Relocation of Public Health Clinic and Offices
- b. **Department of Mental Health**
  - i. Budget Modification – Opioid Settlement Funds Use
  - ii. Budget Modification – 2024 Contract State Aid COLA
  - iii. Budget Modification – A4310 Court Ordered County Mandated Costs
  - iv. Budget Modification – Funding of the Buildout of the Relocation of Mental Health Clinic and Offices
  - v. 2025 Contracts – Mental Health Department
- c. **Department of Social Services**
  - i. Budget Modification – Child Care and Development Block Grant

A. Nemi made a motion. C. Voccio seconded it. Passed unanimously.

**6. Refuse District Committee Agenda**

- a. Award Environmental Monitoring for Niagara County Refuse Disposal District
- b. Sole Source Contract with Siewert/Cummins-Wagner for Maintenance and Monitoring of Software/Mechanical Components
- c. No Cost Time Extension for CHA Consulting, NC Refuse Disposal District No. 1

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

**7. Infrastructure Committee Agenda**

- a. **Refuse**
  - i. Award Environmental Monitoring for Niagara County Refuse Disposal District
  - ii. Sole Source Contract with Siewert/Cummins-Wagner for Maintenance and Monitoring of Software/Mechanical Components
  - iii. No Cost Time Extension for CHA Consulting, NC Refuse Disposal District No. 1

**NIAGARA COUNTY ADMINISTRATION COMMITTEE**  
**MEETING MINUTES**  
**October 7, 2024**  
**5:30 PM**

**b. Environmental/Solid Waste**

- i. Award Household Hazardous Waste Event Contract – Environmental Services Group
- ii. Waste Paint Collection Events Contract – GreenSheen Paint & Design, Inc.
- iii. Electric Vehicle Level 2 Charging Stations Equipment – Change Order No. 1

**c. Buildings & Grounds**

- i. Budget Modification for Court Renovations at the Angelo Delsignore Civic Building and the Niagara County Court House

**d. Parks**

- i. Budget Modification Close Out Capital Projects

**e. Engineering**

- i. NY State Local Agreement – Hartland Rd over Golden Hill Creek EPN2115
- ii. Award of Contract – Clyde Burmaster Park Natural Playground Phase I
- iii. Award of Contract – Porter Center Rd Rehabilitation – Geotechnical Work
- iv. Golf Course Locker and Restroom Alterations Consultant Amendment No. 1
- v. Hunt Street Bridge over Bergholz Creek Consultant Amendment No. 3
- vi. Burmaster Park Natural Playground Consultant Amendment No. 3
- vii. Hartland Road Bridge over Golden Hill Creek Consultant Amendment No. 2
- viii. Lockport Road Bridge over CSX Railroad and Fisk Rd Bridge over the Erie Canal Amendment No. 1 – Correction
- ix. Oppenheim Park Paving and Drainage Change Order No. 3 – Final - Corrected

**f. Highway**

- i. Budget Modification – Highway Maintenance
- ii. Budget Modification – Highway Heavy Equipment
- iii. Extension of Snow and Ice Agreement for County Roadways Contract Extension 2024-2025

**g. Projects to be Let**

- i. Hartland Road over Golden Hill Creek – EPN2115
- ii. Recreational Facilities at Various Parks – EPN2309
- iii. Hess Rd Culvert 24-24 – EPN2130

C. Robins made a motion. A. Nemi seconded it. Passed unanimously.

**8. Audit Department**

- a. Resolution Approving Engagement to REPAY for Professional Payment Services to Niagara County

J. Elder made a motion. C. Voccio seconded it. Passed unanimously.

**9. County Attorney**

- a. Resolution Authorizing and Approving a Settlement Agreement to an Action Relating to the Opioid Crisis (Target Corporation)
- b. Resolution Authorizing and Approving a Settlement Agreement to an Action Relating to the Opioid Crisis (Henry Schein, Inc. and Henry Schein Medical Systems, Inc.)

D. Godfrey made a motion. C. Robins seconded it. The two resolutions passed as a slate unanimously.

**NIAGARA COUNTY ADMINISTRATION COMMITTEE**  
**MEETING MINUTES**  
**October 7, 2024**  
**5:30 PM**

**10. IL-125-24**

- a. A Resolution Calling on Governor Hochul to Sign Legislation Requiring Short-Term Home Rental Agencies to Collect Sales Tax and Hotel/Motel Occupancy Taxes

A. Nemi made a motion to table the resolution. J. Elder seconded it. C. Robins opposed. The motion to table resolution IL-125-24 passed.

**11. Adjournment**

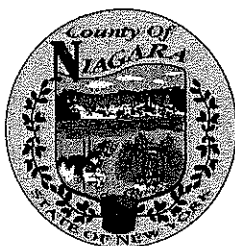
A motion was made by A. Nemi to adjourn. C. Voccio seconded it. Passed unanimously. The Administration Committee meeting adjourned at 6:28 p.m.

Minutes Transcribed By:

\_\_\_\_\_  
Heather Soles, Budget Assistant  
Office of Management & Budget

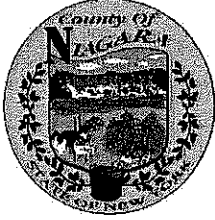
Minutes Approved By:

\_\_\_\_\_  
David E. Godfrey, Chairman  
Administration Committee



## COMMUNITY SAFETY AND SECURITY COMMITTEE AGENDA November 4, 2024

1. Call to Order
  - a. Hill, Godfrey, Abbott, Bradt, Elder, Robins, McKimmie
2. Approval of minutes from previous meeting
3. Sheriff
  - Res.** – Sole Source Standardization Motorola Public Safety Radios.
  - Res.** – LaBella Consultant Contract Jail Remodel Change Order No.1.
  - Res** – Accept Police Traffic Services Grant.
  - Res.** – Budget Mod. – Board of Elections Security.
  - Res.** – Agreement with Village of Middleport for Communications Tower.
  - Res.** – Budget Mod. – SHSP 2023 Homeland Security Grant.
  - Res.** – Accept Domestic Terrorism Prevention Grant.
  - Res.** – Sole Source Overhead Door for Perimeter Gates Repair.
  - Res.** – Installation of Stationary License Plate Readers
4. District Attorney
  - Res.** – Acceptance of Gun Involved Violence Elimination Initiative Grant.
5. Probation
  - Res.** – Accept State Aid Block Grant SFY 2024-2025.
  - Res.** – Satellite Tracking of People (STOP) Contract Extension.
6. Fire Coord/Emerg. Svcs.
  - Res.** – Budget Mod. – Accept Payment for Haz-Mat Incident.
  - Res.** – Budget Mod. – Accept Payments for EMS Overtime.
  - Res.** – Inter-Municipal Trailer Transfer Agreement.



## **Community Services Committee**

### **AGENDA - Meeting of November 4, 2024**

#### **1. Call to Order**

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

#### **2. Approval of Minutes of October 7, 2024**

#### **3. Department of Mental Health**

- a) Budget Modification – 2024 Contract State Aid COLA
- b) Budget Modification – One Time Funding for Dale Association

#### **4. County Clerk**

- a) Lease Agreement for Niagara County Inactive Records Management Program
- b) Award of Contract – Consultant to Assess Integrated Records Management System for County Clerk's Office

#### **5. SUNY Niagara (Niagara County Community College)**

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

#### **6. Motion to Adjourn**



## **REFUSE DISTRICT COMMITTEE AGENDA**

**November 04, 2024  
5:30 PM  
Courthouse Chambers**

1. Call to Order by Chairman Legislator Shawn Foti
2. Approval of Meeting Minutes from October 07, 2024
3. Approval of October 2024 Abstract
4. Approval of Receipt of Funds from BQ Energy
5. Informational: Landfill Leachate Management at Lockport POTW
6. Adjournment





**INFRASTRUCTURES COMMITTEE AGENDA**  
**NIAGARA COUNTY COURT HOUSE**  
**LOCKPORT, NEW YORK**  
**MONDAY NOVEMBER 4, 2024**  
**MEETING NO. 10**  
**5:30 PM**

**1. Call to Order**

- a. Foti, Myers, Abbott, Bradt, Hill, Robins, Speranza

**2. Meeting Minutes – Approval**

- a. October 7, 2024

**3. Information Technology – Approval**

- a. Award of Contract – Data Cabling Project (Bid 2024-39)
- b. Network Infrastructure for New Offices

**4. Refuse – Approval**

- a. Accept \$10,000.00 for Solar lease

**5. Environmental/Solid Waste – Approval**

- a. Accept \$20,000.00 from Clean Energy Communities

**6. Parks - Approval**

- a. Easement for Davison Rd and NYSEG – Golf Course
- b. Restaurant lease with the County of Niagara – Golf Course

**7. Engineering - Approval**

- a. Award Contract
  - i. Hunt St over Bergholz – Edbauer, EPN2126
  - ii. Hess Rd Culvert NO. 24-24, EPN2130
  - iii. Recreational Facilities at Krull and Oppenheim Parks, Scott Lawn Yard Inc. – EPN2309
  - iv. Golf Course Site Improvements Locker Room Modification, General Construction  
Cavlee Development – EPN2311
  - v. Golf Course Site Improvements Locker Room Modification, Electrical, CIR Electric  
EPN2311
  - vi. Golf Course Site Improvements Locker Room Modification, Plumbing, MKS Plumb  
EPN2311
  - vii. Golf Course Site Improvements Locker Room Modification, Mechanical Construction  
Parise Mechanical – EPN2311
  - viii. Hartland Rd Bridge over Golden Hill Creek, Construction – EPN2115
  - ix. Public Works Facility General Construction– EPN2007
  - x. Public Works Facility Electrical – EPN2007
  - xi. Public Works Facility Plumbing – EPN2007
  - xii. Public Works Facility Mechanical – EPN2007

b. Amendments

- i. Hartland Rd Bridge over Golden Hill Creek, GPI's CI/CA, NO.3 – EPN2115
- ii. Public Works Facility, C & S CI/CA, NO.3 – EPN2007
- iii. Royalton Center over Mud, Extend GPI's Contract, NO.3 – EPN2232

c. Change Order

- i. Culvert Linings 2024 – Precision Trenchless, NO.1-Final, EPN2319
- ii. Courthouse HVAC, D.R. Chamberlain, Final, EPN2009
- iii. Courthouse HVAC, Greater Niagara Mechanical, Final – EPN2009
- iv. Royalton Ravine Buildout (Pavilion), Extend Titan's Contract, NO.1 – EPN2129
- v. PSTF Roof/RTUs, Extend Grove Roofing's Contract, NO.2 – EPN2310
- vi. PSTF Roof/RTUs, Extend Parise Mechanical Contract, NO.1 – EPN2310

**8. Highway - Approval**

- a. Agreement Between NYSDOT and County of Niagara - Snow and Ice Agreement 2024-2029
- b. Budget Modification – Highway Maintenance Budget Modification

**9. Administration – Approval**

- a. Engagement of Outside Auditing Firm for Professional Auditing Services to Niagara County  
Public Works for Closeout Reports
- b. Contract Extension with Niagara Falls Coach Lines Inc. Regarding Connect Niagara for 2025

**SET PUBLIC HEARING FOR ASSESSMENT TAX ROLL FOR  
THE NIAGARA COUNTY WATER DISTRICT**

**WHEREAS**, the Niagara County Water District has submitted an assessment tax roll through the County Manager of the County of Niagara to the Niagara County Legislature, and

**WHEREAS**, pursuant to Section 271 of the County Law, a public hearing must be held, now, therefore, be it

**RESOLVED**, that a public hearing be held in the Niagara County Courthouse, Lockport, New York at 5:10 p.m. on the 3rd day of December 2024, to review the assessment tax roll for the Niagara County Water District, and, be it further

**RESOLVED**, that the Clerk of the Niagara County Legislature is hereby authorized to publish notice of same in the Union Sun & Journal and the Niagara Gazette.

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ADMINISTRATION COMMITTEE

**SET PUBLIC HEARING FOR ASSESSMENT TAX ROLL FOR  
THE NIAGARA COUNTY REFUSE DISTRICT**

**WHEREAS**, the Niagara County Refuse District has submitted an assessment tax roll through the County Manager of the County of Niagara to the Niagara County Legislature, and

**WHEREAS**, pursuant to Section 271 of the County Law, a public hearing must be held, now, therefore, be it

**RESOLVED**, that a public hearing be held in the Niagara County Courthouse, Lockport, New York at 5:20 p.m. on the 3rd day of December 2024, to review the assessment tax roll for the Niagara County Refuse District, and, be it further

**RESOLVED**, that the Clerk of the Niagara County Legislature is hereby authorized to publish notice of same in the Union Sun & Journal and the Niagara Gazette.

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ADMINISTRATION COMMITTEE

**SET PUBLIC HEARING FOR ASSESSMENT TAX ROLL FOR  
THE NIAGARA COUNTY SEWER DISTRICT**

**WHEREAS**, the Niagara County Sewer District #1 has submitted an assessment tax roll through the County Manager of the County of Niagara to the Niagara County Legislature, and

**WHEREAS**, pursuant to Section 271 of the County Law, a public hearing must be held, now, therefore, be it

**RESOLVED**, that a public hearing be held in the Niagara County Courthouse, Lockport, New York at 5:30 p.m. on the 3rd day of December 2024, to review the assessment tax roll for the Niagara County Sewer District #1, and, be it further

**RESOLVED**, that the Clerk of the Niagara County Legislature is hereby authorized to publish notice of same in the Union Sun & Journal and the Niagara Gazette.

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ADMINISTRATION COMMITTEE

**SET PUBLIC HEARING FOR THE TENTATIVE BUDGET FOR  
THE YEAR 2025**

**WHEREAS**, the County Manager of the County of Niagara has submitted a tentative budget to the Niagara County Legislature, and

**WHEREAS**, pursuant to Section 359 of the County Law, a public hearing must be held, now, therefore, be it

**RESOLVED**, that a public hearing be held in the Niagara County Courthouse, Lockport, New York at 5:40 p.m. on the 3rd day of December 2024, to review the tentative budget for the year 2025, and, be it further

**RESOLVED**, that the maximum salaries that may be fixed and payable during said fiscal year 2025 to members of the Legislature and the Chairman thereof, respectively, remain at the 2024 salary level and are specified as follows:

MEMBERS OF THE LEGISLATURE:	\$24,075 Annually
MAJORITY LEADER, MINORITY LEADER:	\$24,575 Annually
CHAIRMAN OF THE LEGISLATURE:	\$27,075 Annually

and be it further

**RESOLVED**, that the Clerk of the Niagara County Legislature is hereby authorized to publish notice of same in the Union Sun & Journal and the Niagara Gazette.

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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:** 10/22/2024

**Department Submitting agenda item:** County Attorney

**Date of Committee Meeting:** Nov. 4, 2024

**Title:** Resolution to Authorize the Co. Atty to Use Funds from the Committed Fund Balance for Environmental Litigation matters

**Brief Summary:** Use remaining committed funds for defense of CWM Environmental Matters

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:** approve

**Associated Costs:** 84,922.86

**Benefits & Risks:**

**RESOLUTION TO AUTHORIZE THE COUNTY ATTORNEY TO USE FUNDS  
FROM THE COMMITTED FUND BALANCE FOR ENVIRONMENTAL LITIGATION MATTERS**

WHEREAS, by resolution AD-029-19, any unspent funds in account A.11.19030.110 74350.01 were set aside as a committed fund balance (A.11.1930.110 40599.01) and to be used for future litigation concerning the toxic hazardous waste facility Chemical Waste Management, and

WHEREAS, the County Attorney's special litigation (Environmental) line A.11.1930.110 74350.01 is almost depleted due to the cost of the defense of the CWM Environmental matters, and therefore it is necessary to use the Committed Fund balance set aside to pay for this Environmental Litigation matters concerning CWM Chemical Services LLC to pay for legal services for the remainder of the year (2024), now, therefore, be it

RESOLVED, that the following 2024 budget modification be effectuated to fund such services:

INCREASE COMMITTED FUND BALANCE:

A.11.1930.110 40599.01	Committed Fund Balance	\$84,922.86
	Expert Legal Services	
	Environmental Matters	

INCREASE APPROPRIATIONS:

A.11.1930.110 74350.01	Contractual Expenses	\$84,922.86
	Special Litigations	

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ADMINISTRATION COMMITTEE



### **Property & Casualty / General Liability Claim Coverage**

WHEREAS, the County of Niagara self-insures its Property & Casualty / General Liability coverage,  
and

WHEREAS, The Internal Service Fund for Property & Casualty / General Liability Insurance Reserve  
P&C / GL Insurance Reserve is fully funded in the annual County Budget and is separate from the General  
Fund, and

WHEREAS, there have been increased litigation costs in excess of the 2024 Fund budget forecast, and

WHEREAS, the current cash available in the General Insurance Fund is not sufficient to cover the full  
amount of the projected costs remaining in the 4<sup>th</sup> quarter of 2024 now, therefore, be it

RESOLVED: that the County Treasurer be, and hereby is, directed to transfer funds from the General  
Fund balance to the Property and Casualty Insurance Reserve, and be it further,

RESOLVED, the following budget modification be effectuated:

#### **INCREASE APPROPRIATED FUND BALANCE:**

A 40599.00	Appropriated General Fund Balance	\$500,000.00
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#### **INCREASE APPROPRIATIONS:**

A.07.9901.000 79010.00	Interfund Transfer – to P&C / GL Insurance Reserve	\$500,000.00
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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:** 10/2/2024

**Department Submitting agenda item:** Board of Elections

**Date of Committee Meeting:** 11/4/2024

**Title:** Cybersecurity Service Renewal Agreement

**Brief Summary:** Agreement with NTS data services for Cybersecurity

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:**

**Benefits & Risks:**

**NIAGARA COUNTY BOARD OF ELECTIONS  
CYBERSECURITY RENEWAL AGREEMENT**

WHEREAS, NTS Data Services, LLC provides cybersecurity for election related services for the Niagara County Board of Elections, and

WHEREAS, the current Agreement dated January 1, 2023 for Cybersecurity between the Niagara County Board of Elections and NTS expires December 31, 2027, and

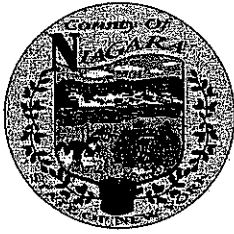
WHEREAS, under the Agreement, NTS provides guidance and assists with New York State Shield Act, Grant Thornton & SBOE Cybersecurity Requirements, Analysis, Recommendations & responses, training, upgrade hardware, software & procedures, Computer recovery Services and other related cybersecurity needs, and

WHEREAS, in consideration of the mutual covenants and agreements herein, the parties agree as follows:

RESOLVED, that the Chairman of the Niagara County Legislature and Commissioners of the Niagara County Board of Elections are hereby authorized to execute this agreement on behalf of the County of Niagara, subject to final approval of the County Attorney

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ADMINISTRATION COMMITTEE



## Administration Committee

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**Today's Date:** 10/2/2024

**Department Submitting agenda item:** Board of Elections

**Date of Committee Meeting:** 11/4/2024

**Title:** 2024 General Election Grant Acceptance

**Brief Summary:** Accept the funds from the state grant that was awarded for 2024 General Election Grant.

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:**

**Benefits & Risks:**

**NIAGARA COUNTY BOARD OF ELECTIONS  
BUDGET MODIFICATION – GRANT ACCEPTANCE**

**WHEREAS**, the Niagara County Board of Elections Office has been awarded a grant in the amount of \$60,157.83 for the period of April 1, 2024 through March 31, 2025 from the New York State Board of Elections for 2024 General Election and the various accompanying services and/or accessories required, and

**WHEREAS**, the grant will allow the Niagara County Board of Elections Office to hire additional election inspectors, and polling site security along with an additional early voting site, and

**WHEREAS**, the 2024 budget will need to be modified to allow for the spending of this grant, now therefore, be it

**RESOLVED** that following the County Attorney's review, the Chairman of the Legislature be and hereby is authorized to execute the agreement and be it further

**RESOLVED** that the 2024 budget be modified as follows:

**Increase Revenue**

A.14.1450.000 43089.09	State Aid, Other Election Program Revenue	\$60,157.83
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**Increase Appropriations**

A.14.1450.000 74750.03	Supplies, General Election Supplies/Materials	\$60,157.83
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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:** 10/2/2024

**Department Submitting agenda item:** Board of Elections

**Date of Committee Meeting:** 11/4/2024

**Title:** Electronic Poll Book Grant

**Brief Summary:** Accept the funds from the state grant that was awarded for Electronic Poll Book Grant.

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:**

**Benefits & Risks:**

**NIAGARA COUNTY BOARD OF ELECTIONS  
BUDGET MODIFICATION – GRANT ACCEPTANCE**

**WHEREAS**, the Niagara County Board of Elections Office has been awarded a grant in the amount of \$171,237.94 for the period of April 1, 2024 through March 31, 2025 from the New York State Board of Elections for Electronic Poll Book and the various accompanying services and/or accessories required, and

**WHEREAS**, the grant will allow the Niagara County Board of Elections Office to purchase Electronic poll books, On demand ballot printers, thermal receipt prints, along with other additional supplies, and

**WHEREAS**, the 2024 budget will need to be modified to allow for the spending of this grant, now therefore, be it

**RESOLVED** that following the County Attorney's review, the Chairman of the Legislature be and hereby is authorized to execute the agreement and be it further

**RESOLVED** that the 2024 budget be modified as follows:

**Increase Revenue**

A.14.1450.000 43089.09	State Aid, Other Election Program Revenue	\$171,237.94
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**Increase Appropriations**

A.14.1450.000 74750.03	Supplies, General Election Supplies/Materials	\$171,237.94
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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:** 10/2/2024

**Department Submitting agenda item:** Board of Elections

**Date of Committee Meeting:** 11/4/2024

**Title:** Ballot By Mail

**Brief Summary:** Accept the funds from the state grant that was awarded for Ballot By Mail Grant.

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:**

**Benefits & Risks:**



**NIAGARA COUNTY BOARD OF ELECTIONS  
BUDGET MODIFICATION – GRANT ACCEPTANCE**

**WHEREAS**, the Niagara County Board of Elections Office has been awarded a grant in the amount of \$91,077.03 for the period of April 1, 2024 through March 31, 2025 from the New York State Board of Elections for Ballot by Mail and the various accompanying services and/or accessories required, and

**WHEREAS**, the grant will allow the Niagara County Board of Elections Office to purchase postage and mailing supplies including temporary workers, and

**WHEREAS**, the 2024 budget will need to be modified to allow for the spending of this grant, now therefore, be it

**RESOLVED** that following the County Attorney's review, the Chairman of the Legislature be and hereby is authorized to execute the agreement and be it further

**RESOLVED** that the 2024 budget be modified as follows:

**Increase Revenue**

A.14.1450.000 43089.09	State Aid, Other Election Program Revenue	\$91,077.03
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**Increase Appropriations**

A.14.1450.000 74750.03	Supplies, General Election Supplies/Materials	\$91,077.03
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Administration Committee

## **Lease Agreement For Niagara County Board of Elections Storage**

WHEREAS, on October 28, 2014 the Niagara County Legislature adopted Resolution AD-018-14 authorizing a lease agreement with Clear Opportunities, LLC for five(5) years with an option to renew for five (5) additional years for the storage of voting machines in property located at 1961 Transit Road, Town of Newfane, New York, and

WHEREAS, on or about March 25, 2021 property located at 1961 Transit Road, Newfane, NY 14094 was transferred and otherwise sold to Castello Newfane, LLC, and

WHEREAS, on April 1, 2021 an Assignment of Leases agreement was made between Clear Opportunity Properties, LLC and Castello Newfane, LLC, and

WHEREAS, on June 15, 2021 the Niagara County Legislature adopted Resolution CW-008-21 approved the assignment of the leases between Clear Opportunity Properties, LLC and Castello Newfane, LLC, and

WHEREAS, the Board of Elections, has determined that property located at 1961 Transit Road, Newfane, NY 14094 is aptly suited to house the necessary voting machines, therefore, be it

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 prior notice, and be it further,

RESOLVED, that said lease shall include the requirement of Castello Newfane, LLC to complete the replacement of the roof, which is the section over the Board of Election's storage location within the first year of the lease, and be it further,

RESOLVED, that there shall be no increase in rent from the current lease cost (\$9,480 per month) throughout the five year term to the County, and be it further

RESOLVED, that prior to the execution of the lease agreement, the County Attorney will review for approval as to legal form, language and compliance, and be it further

RESOLVED, that following the County Attorney's review, the Chairman of the Legislature be, and hereby is, authorized to execute the lease agreement.