

**ADMINISTRATION COMMITTEE AGENDA**  
**OCTOBER 7, 2024**  
**5:30 PM**

- 1. Call to Order**
  - a. Godfrey, Nemi, Bradt, Elder, Myers, Robins, Voccio
- 2. Approval of Minutes of September 3, 2024**
- 3. Economic Development**
  - a. Niagara County Comprehensive Economic Development Strategy Report Update Assistance
- 4. Community Safety and Security Committee Agenda**
- 5. Community Services Committee Agenda**
- 6. Refuse District Committee Meeting**
- 7. Infrastructure Committee Agenda**
- 8. Audit Department**
  - a. Resolution Approving Engagement to REPAY for Professional Payment Services to Niagara County
- 9. 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
- 10. Information and Adjournment**

**NIAGARA COUNTY ADMINISTRATION COMMITTEE**  
**MEETING MINUTES**  
**September 3, 2024**  
**5:30 PM**

	<b>ADMINISTRATION</b>	<b>STAFF</b>	<b>OTHERS</b>
<b>PRESENT:</b>	D. Godfrey A. Nemi R. Bradt J. Elder I. Myers C. Robins  R. Wydysh	K. Alexander K. Andrews P. Lopes J. Pitarresi K. Schuler H. Soles	M. Filicetti, Sheriff's Office D. Blackley, Public Defender D. LaRock, Probation J. Schultz, Fire Coordinator V. Pearson, Public Health M. Lutz, Social Services L. Kelemen, Mental Health B. Rice, Employment & Training G. Meal, Public Works N. Allen, Engineering J. Gaston, Buildings & Grounds, Parks W. Flynn, Information Technology
<b>EXCUSED:</b>	C. Voccio		

**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 July 29, 2024. The minutes were approved by A. Nemi. J. Elder seconded them. The minutes passed unanimously.

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

**a. Office of the Sheriff**

- i. Accept Highway Traffic Safety Grant
- ii. Budget Modification – Accept Highway Safety Grant for Forensic Lab
- iii. Sole Source Standardization of General Security for Lenel Access Control Systems in Niagara County Sheriff's Office, Jail and Harmon Building
- iv. MCP Acquisition Contract Radio Tower Change Order #1
- v. Budget Modification – Award of Jail Kitchen Plumbing Renovations Project and Transfer of Funds
- vi. Change to Amendment of Securus Contract for Inmate Communications Services
- vii. Sole Source Standardization of Xybix Systems Inc. for Communications Center Consoles Refurbish
- viii. Axon Contract Addendum
- ix. Fill Crime Analyst Position with Residency Waiver

**b. Public Defender**

- i. Waiver of Residency Request
- ii. Aid to Defense Program Renewal 2024-2025
- iii. **Committee Approval** – Accept Contracts for Investigative Services RFP 2024-36

**c. Probation**

- i. Accept CRTF Grant Award
- ii. Abolish PT Typist Position/Create & Fill Clerical II Position

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

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

**4. Community Services Committee Agenda**

**a. Department of Public Health**

- i. Budget Modification – Accept State Septic Replacement Program Funds Environmental Division
- ii. Budget Modification – Accept NYSDOH Lead Rental Registry Funds – Create and Fill PH Sanitarian and Supervisory PH Sanitarian Positions Environmental Division

**b. Department of Mental Health**

- i. Budget Modification – Participate in Healthcare Workers Bonus
- ii. Budget Modification – 2024 Contract State Aid COLA/Minimum Wage

**c. Department of Social Services**

- i. Create Employment Case Manager Position
- ii. Budget Modification Healthy Families New York Program
- iii. Budget Modification Flexible Fund for Family Services

**d. Employment and Training**

- i. Budget Modification – Accept 2024/2025 Youth Employment Program (YEP) Funding

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

**5. Infrastructure Committee Agenda**

**a. Buildings & Grounds**

- i. Resolution to Declare 245 30<sup>th</sup> Street, Niagara Falls, NY as Surplus Property
- ii. Arc Flash Hazard Analysis Consultant – Amendment No. 2 – Final
- iii. Authorization for Lease Agreement with BMBM Properties, LLC for Property Located at 55 Stevens Street, Lockport, NY

**b. Parks**

- i. Agreement between the County of Niagara and the Niagara County Snowmobile Federation of Snowmobile Clubs
- ii. Agreement between the County of Niagara and the Niagara Frontier Cross Country Club
- iii. Budget Modification for Golf Course Restaurant Kitchen Repairs/Upgrades
- iv. Budget Modification for Royalton Ravine Front Buildout

**c. Engineering**

- i. Hunt Street Bridge over Bergholz Creek Local Project Agreement
- ii. Court House HVAC Improvements – Phase II Electrical Contract Change Order
- iii. Court House HVAC Improvements – Phase II Mechanical Contract Change Order
- iv. Royalton Ravine Front Buildout Change Order No. 2 – Final
- v. Oppenheim Park Paving and Drainage Change Order No. 3 – Final
- vi. Bridge Washing and Deck Sealing 2023/2024 Change Order No. 1 – Final
- vii. East Canal Road Bridge over Donner Creek Change order No. 1
- viii. Court House HVAC Improvements – Phase II General Construction Contract Change Order No. 4 - Final
- ix. Hess Road Bridge over a Tributary to Keg Creek Consultant Amendment No. 1

**NIAGARA COUNTY ADMINISTRATION COMMITTEE**  
**MEETING MINUTES**  
**September 3, 2024**  
**5:30 PM**

- x. Lockport Road Bridge over CSX Railroad and Fisk Road Bridge over the Erie Canal Amendment No. 1
- xi. Emergency Repair Work – Braley Road over the East Branch of Twelve Mile Creek Bridge Rail Project
- d. **Highway**
  - i. Agreement between the State of New York Department of Agriculture and Markets and the County of Niagara
- e. **Public Works Administration**
  - i. Position Appointment Commissioner of Public Works/Superintendent of Highways
  - ii. Connect Niagara Site Access and Use Agreement

R. Bradt made a motion. C. Robins seconded it. Passed unanimously.

**6. Treasurer's Office**

- a. Purchase of In Rem Property – I. Myers made a motion. R. Bradt seconded it. Passed unanimously.

**7. Risk Management**

- a. Niagara County Inventory Appraisal – I. Myers made a motion. C. Robins seconded it. Passed unanimously.

**8. County Attorney**

- a. Resolution Authorizing Intermunicipal Agreement with the City of Lockport for 2022 and 2023 City In Rem Proceedings – R. Bradt made a motion. J. Elder seconded it. Passed unanimously.

**9. Adjournment**

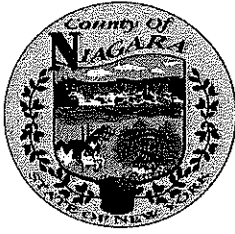
A motion was made by R. Bradt to adjourn. C. Robins seconded it. Passed unanimously. The Administration Committee meeting adjourned at 6:12 p.m.

Minutes Transcribed By:

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

Minutes Approved By:

\_\_\_\_\_  
David E. Godfrey, Chairman  
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:** **October 1, 2024**

**Department Submitting agenda item:** **Economic Development**

**Date of Committee Meeting:** **October 7, 2024**

**Title:** **Niagara County Comprehensive Economic Development Strategy Report Update Assistance**

**Brief Summary:** The Niagara County Department of Economic Development is seeking to contract with Harrison Studio to assist with the 2025 update of the Niagara County Comprehensive Economic Development Strategy Report. This report must be updated every five years in order to qualify for U.S. Economic Development Administration (EDA) funding. Niagara County is currently applying for EDA funding to assist with the new business park on Lockport-Junction Road.

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:** \$28,000 will be utilized from Bridge Commission Funding

**Benefits & Risks:** An quality update of the CEDS report will assist Niagara County, and its cities, towns and villages as they apply for funding through the U.S. Economic Development Administration.

**NIAGARA COUNTY COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY  
REPORT UPDATE ASSISTANCE**

WHEREAS, the Comprehensive Economic Development Strategy (CEDS) contributes to effective economic development in Niagara County's cities, towns and villages, through a locally based, regionally driven economic development planning process, and

WHEREAS, regions must prepare a new CEDS at least every five years for communities and organizations within the area to qualify for certain U.S. Economic Development Administration (EDA) funding, and

WHEREAS, Niagara County's last update of the CEDS was in 2020, which necessitates a new update to be completed and submitted by June 30, 2025, and

WHEREAS, the 2025 update of the CEDS is of additional importance as Niagara County is currently applying to the EDA for funding to assist with infrastructure upgrades at the new business park on Lockport-Junction Road, and

WHEREAS, a Request for Proposal (RFP) for professional services to assist with the 2025 CEDS update was issued and publicly opened by the Purchasing Division on September 26, 2024, with six (6) firms responding, and

WHEREAS, a committee was designated to evaluate proposals and select the firm best qualified to effectively and efficiently accomplish the work outlined in the Request for Proposal, and

WHEREAS, after review, it was determined by the committee that Harrison Studio would be the best match for Niagara County to perform the duties required to update the Niagara County CEDS, based on the knowledge, experience and cost appropriate to the job, now, therefore, be it

RESOLVED, that Niagara County enter into an agreement with Harrison Studios for an amount not to exceed \$28,000 for the professional services related to the update of the Niagara County Comprehensive Economic Development Strategy, and be it further

RESOLVED, that the following budget modification be effectuated:

INCREASE REVENUE:

A.28.8020.811 40599.01	Appropriated Fund Balance Committed Funds	\$28,000
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## INCREASE APPROPRIATION:

A.28.8020.811 74500.01	Contractual	\$28,000
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and be it further

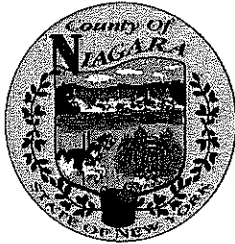
RESOLVED, that following the County Attorney's review, the required documents may be executed pursuant to the Niagara County Contract Policy.

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ECONOMIC DEVELOPMENT COMMITTEE

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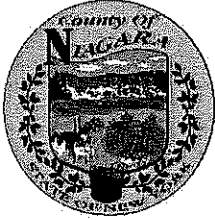
ADMINISTRATION COMMITTEE



## COMMUNITY SAFETY AND SECURITY COMMITTEE AGENDA October 7, 2024

1. Call to Order
  - a. Hill, Godfrey, Abbott, Bradt, Elder, Robins, McKimmie
2. Approval of minutes from previous meeting
3. Sheriff
  - Res.** – Budget Mod. – Accept DCJS Law Enforcement Equipment Grant
  - Res.** – Budget Mod. – Accept FY24 Cops Technology and Equipment Grant Tower
  - Res.** – Accept Budget Mod. Of FY20 Operation Stonegarden Grant.
  - Res.** – Sole Source Standardization of Promega Corporation for DNA Analysis Kits for Forensic Lab.
  - Res.** – Sole Source Standardization of Annual System Maintenance and Hosting of Workforce Management Software System to Visual Computer Solutions, Inc.
  - Res.** – Accept Extension of FY21 Statewide Interoperable Communications Formula Grant.
  - Res.** – Budget Mod. – Accept Red Team Exercise Grant.
  - Res.** – Budget Mod. – Accept Child Passenger Safety Grant.
  - Res.** – Accept Extension of Domestic Terrorism Prevention Grant.
  - Res.** – LaBella Consultant Contract Building One Remodel Change Order No.1
4. District Attorney
  - Res.** – Illegal Fentanyl Prosecution Grant Acceptance.
5. Public Defender
  - Res.** – Accept Second Statewide Expansion of Hurrell-Harring (CSTWIDE230) Grant.
6. Probation
  - Res.** – Accept 2025 Employment Focused Services Program Grant.
  - Res.** – Accept 2025 Alternatives to Jail Detention Grant.
7. Fire Coord/Emerg. Svcs.
  - Res.** – Budget Mod. – Accept Payment for Fire Investigation Report Fees.
  - Res.** – Budget Mod. – Accept Payment for Haz-Mat Incident.
  - Res.** – Acceptance of SHSP 2024 Homeland Security Grant.





## **Community Services Committee**

### **AGENDA - Meeting of October 7, 2024**

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

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

#### **2. Approval of Minutes of September 3, 2024**

#### **3. Department of Public Health**

- a) Budget Modification – Create & Fill Per Diem PE Engineer Environmental Division
- b) Budget Modification – Resolution for Funding of the Buildout of the Relocation of Public Health Clinic and Offices

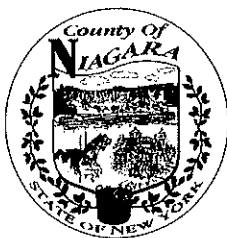
#### **4. Department of Mental Health**

- a) Budget Modification – Opioid Settlement Funds Use
- b) Budget Modification – 2024 Contract State Aid COLA/Minimum Wage
- c) Budget Modification – A4310 Court Ordered County Mandated Costs
- d) Budget Modification – Resolution for Funding of the Buildout of the Relocation of Mental Health Clinic and Offices
- e) 2025 Contracts – Mental Health Department

#### **5. Department of Social Services**

- a) Budget Modification – Child Care and Development Block Grant

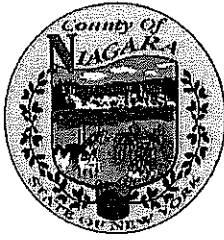
#### **6. Motion to Adjourn**



## **REFUSE DISTRICT COMMITTEE AGENDA**

**October 07, 2024  
5:30 PM  
Courthouse Chambers**

1. Call to Order by Chairman Legislator Shawn Foti
2. Approval of Meeting Minutes from July 29, 2024
3. Approval of Contract for Environmental Monitoring for Niagara County Refuse Disposal district
4. Approval of Sole Source Contract with Siewert/Cummins-Wagner to Troubleshoot and Repair Software and Mechanical Components
5. No Cost Time Extension for CHA Consulting, Refuse Disposal District
6. Adjournment



**INFRASTRUCTURES COMMITTEE AGENDA**  
**NIAGARA COUNTY COURT HOUSE**  
**LOCKPORT, NEW YORK**  
**MONDAY OCTOBER 7, 2024**  
**MEETING NO. 9**  
**5:30 PM**

**1. Call to Order**

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

**2. Meeting Minutes – Approval**

- a. September 3, 2024

**3. Refuse – Approval**

- a. Award Environmental Monitoring for Niagara County Refuse Disposal District
- b. Award 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

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

- a. Award Household Hazardous Waste Event Contract – Environmental Services Group
- b. Waste Paint Collection Events Contract – GreenSheen Paint & Design, Inc.
- c. Electric Vehicle Level 2 Charging Stations Equipment – Change Order NO.1

**5. Building and Grounds – Approval**

- a. Budget Modification for Court Renovations – Civic and Niagara County Court House

**6. Parks – Approval**

- a. Budget Modification – Close Capital Accounts and Budget Modification

**7. Engineering - Approval**

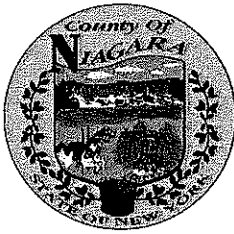
- a. NY STATE/LOCAL Agreement – Hartland Rd over Golden Hill Crk – EPN2115
- b. Award of Contract – Approval
  - i. Natural Playground Construction, Burmaster Park – Scott Lawn – EPN2312
  - ii. Porter Center Rd, Swan to Rte 18, Award Geotechnical Services to CME – EPN2411
  - iii. Hess Rd Culvert 24-24 Construction Award – EPN2130
- c. Amendments – Approval
  - i. Golf Course Restroom/Locker Room Alterations – Nussbaumer, NO.1 – EPN2311
  - ii. Hunt Street over Bergholtz Crk, Add CA/CI to Watts Agreement, NO3 – EPN2126
  - iii. Natural Playground Burmaster Park, additional design and Inspection – Fisher, NO.3 EPN2312
  - iv. Hartland Rd over Golden Hill Crk, Add Final Design/CA/CI to GPI, NO.2 – EPN2115
  - v. Amend Accounting Info – Lockport Rd Bridge over CSX Railroad/Fisk Rd Bridge over The Erie Canal, NO.1

**8. Highway - Approval**

- a. Budget Modification – Highway Maintenance
- b. Budget Modification – Highway Heavy Equipment
- c. Contract Extension for Snow and Ice Agreement for County Roadways – 2024-2025

**9. Projects to be Let**

- a. Hartland Rd over Golden Hill Creek – EPN2115
- b. Recreational Facilities Various Parks – EPN2309
- c. Hess Rd Culvert 24-24 – EPN2130



## 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:** 10/3/2024

**Department Submitting agenda item:** Audit

**Date of Committee Meeting:** 10/7/2024

**Title:** Resolution approving engagement to REPAY for professional payment services to Niagara County

**Brief Summary:**

REPAY provides electronic payment processing via "virtual card" (credit card) for selected county suppliers. No cost to the county, REPAY rebates a percent of payment transaction to the County. Requesting to waive request for proposal for a professional service contract. Current the county is using KONTROL for virtual payment. REPAY purchased/merged with KONTROL and is requesting a new agreement. County requests to continue the program with REPAY.

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:** Resolution approval

**Associated Costs:** NONE

**Benefits & Risks:** NONE

**RESOLUTION APPROVING ENGAGEMENT TO REPAY  
FOR PROFESSIONAL PAYMENT SERVICES TO NIAGARA COUNTY**

WHEREAS, the County of Niagara wishes to enter into an agreement to use REPAY for selected supplier payment services, and

WHEREAS, REPAY provides services designed to streamline payment execution processes. REPAY is a payment outsourcing service that provides electronic payment processing via "virtual card "(credit card), and

WHEREAS, REPAY services are at no cost to the county, but provides to the county a percent rebate for every payment transaction, and

WHEREAS, in accordance with the bidding procedures applicable to bids sought from professional organizations and further based on the current, general and specific payment needs of the County of Niagara, the Department of Audit has recommended acceptance of contract with REPAY , and

WHEREAS, REPAY is experienced in performing payment services though out the United States. Their reputation, knowledge, and experience in payment services in numerous Counties, Schools, Municipalities and Private Businesses are an advantage in the selection of this firm. REPAY was founded on the principle of providing their clients with high quality level of service and personal attention. They are dedicated to the pursuit of imaginative, intelligent and proactive solutions to all of our payment needs , all are positive factors in the Department of Audit's recommendation, and

WHEREAS, under Niagara County's Purchasing Guidelines, the Niagara County Legislature and the requisite committee(s) have the discretion to waive the Requests for Proposal for a professional services contract, and

WHEREAS, prior to the execution of the engagement agreement, the County Attorney will review the engagement agreement for approval as to legal form, language and compliance, now, therefore, be it

RESOLVED, that the Niagara County Legislature approved the waiver of the Niagara County Purchasing Policy for Professional Services for electronic payment procession; and it is further


RESOLVED, that following the County Attorney's review, the County Manager be, and hereby is, authorized to sign and deliver an engagement agreement engaging REPAY for selected supplier payment services as may be required by the County of Niagara .

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ADMINISTRATION COMMITTEE

# NIAGARA COUNTY LEGISLATURE

FROM: Legislators Christopher J. McKimmie, DATE: 09/17/24 RESOLUTION # IL-125-24  
 Christopher Voccio, Irene M. Myers, Anthony J. Nemi, et. al

APPROVED BY CO. ATTORNEY	REVIEWED BY CO. MANAGER	COMMITTEE ACTION	LEGISLATIVE ACTION
			Approved: Ayes _____ Abs. _____ Noes _____
			Rejected: Ayes _____ Abs. _____ Noes _____
			Referred: Administration _____

## A RESOLUTION CALLING ON GOVERNOR HOCHUL TO SIGN LEGISLATION REQUIRING SHORT-TERM HOME RENTAL AGENCIES TO COLLECT SALES TAX AND HOTEL/MOTEL OCCUPANCY TAXES

WHEREAS, legislation was passed by the New York State Assembly and Senate (S.885-C and A.4130-C) which would require short-term home rental agencies, such as VRBO and Airbnb to collect sales tax and hotel/motel occupancy taxes, and

WHEREAS, it was recently announced that Airbnb will begin collecting taxes in Erie County for vacation rental properties booked through their system, and

WHEREAS, Niagara County, as recently as three years ago, had previously pursued a voluntary collection agreement with Airbnb but ultimately no agreement was reached, and

WHEREAS, three entities in Niagara County currently collect bed tax revenue from hotel and motels -- the county, the City of Niagara Falls and the City of Lockport -- but not short-term rentals, and

WHEREAS, not only does this deprive the municipalities of revenue, but it creates an uneven playing field between hotels/motels and short-term rentals, now, therefore, be it


RESOVLED, that the Niagara County Legislature urges Governor Hochul to sign S.885-C/A.4130-C into law, and be it further

RESOLVED, that absent action by the Governor, the county attorney is directed to formally request Airbnb to begin collecting bed taxes on rentals similar to their efforts in Erie County.

  
 LEGISLATOR CHRISTOPHER J. MCKIMMIE

  
 LEGISLATOR CHRISTOPHER VOCCIO

  
 LEGISLATOR IRENE M. MYERS


  
 LEGISLATOR ANTHONY J. NEMI

  
 LEGISLATOR JESSE P. GOOCH

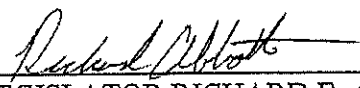
  
 LEGISLATOR RICHARD L. ANDRES

  
 LEGISLATOR RANDY R. BRADT

  
 LEGISLATOR DAVID E. GODFREY

  
LEGISLATOR REBECCA J. WYDYSH

  
LEGISLATOR SHAWN A. FOTI

  
LEGISLATOR RICHARD E. ABBOTT

  
LEGISLATOR MICHAEL A. HILL