

ADMINISTRATION COMMITTEE AGENDA

JANUARY 16, 2024

5:30 PM

- 1. Call to Order**
 - a. Godfrey, Nemi, Bradt, Elder, Myers, Robins, Voccio
- 2. Approval of Minutes of November 27, 2023**
- 3. Economic Development**
 - a. Creation of the Niagara County Production Program
 - b. Authorization to Convey Certain Tax Liens to Niagara Orleans Land Improvement Corporation
- 4. Community Safety and Security Committee Agenda**
- 5. Community Services Committee Agenda**
- 6. Infrastructure Committee Agenda**
- 7. Real Property**
 - a. EagleView Sole Source for Aerial Imagery, Geospatial Data and Analytics
 - b. Authorization for Real Property Tax Refunds/Corrections - 2024
- 8. Information and Adjournment**

**NIAGARA COUNTY ADMINISTRATION COMMITTEE
MEETING MINUTES
November 27, 2023
5:00 PM**

	ADMINISTRATION	STAFF	OTHERS
PRESENT:	D. Godfrey A. Nemi W. Collins M. Grozio I. Myers C. Robins R. Wydysh	R. Updegrove D. Huntington K. Alexander C. Joerg P. Lopes J. Pitaressi K. Schuler H. Soles	M. Casale, Economic Development M. Filicetti, Sheriff D. Blackley, Public Defender K. Kugler, Conflict J. Schultz, Fire Coordinator J. Jastrzemski, County Clerk G. Meal, Public Works J. Gaston, Parks N. Allen, Engineering D. Timm, Refuse D. Quinn, Public Works W. Flynn, Information Technology J. Bieber, Water
EXCUSED:	R. Bradt		

1. Call to Order

Chairman D. Godfrey called the meeting of the Administration Committee to order at 5:27 p.m.

2. Approval of Minutes

Chairman D. Godfrey asked for the approval of the minutes to the meeting of November 6, 2023. The minutes were approved by W. Collins. M Grozio seconded them. The minutes passed unanimously.

3. Community Safety and Security Committee Agenda

Resolutions:

Extend Contract for Forensic Toxicology Method Development and Validation Services for the Niagara County Sheriff's Office Forensic Laboratory
NCSO Accept FY23 COPS Hiring Program Grant
Award Contract for RFP 2023-61 Employee Assistance Program for the Niagara County Sheriff's Office
NCSO Accept BJA FY2023 State Criminal Alien Assistance Program Grant
Public Defender Accept Office of Indigent Legal Services (OILS) Distribution #14 Grant
Public Defender Acceptance of the Fourth Upstate Quality Improvement and Caseload Reduction Grant

D. Godfrey made a motion. I. Myers seconded it. Passed unanimously.

4. Community Services Committee Agenda

Resolutions:

Resolution Setting the Salary of County Clerk

A. Nemi made a motion. W. Collins seconded it. Passed unanimously.

**NIAGARA COUNTY ADMINISTRATION COMMITTEE
MEETING MINUTES
November 27, 2023
5:00 PM**

5. Infrastructure Committee Agenda

Resolutions:

Resolution Rejecting Bids for Data Cabling Project
Resolution Authorizing the Non-Disturbance Agreement between the County of Niagara and AC Power 15, LLC
Wilson-Burt Road Bridge over Eighteen Mile Creek Consultant Amendment No. 2
Bridge Deck Overlays 2023 – Change Order No. 2 – Final
Culvert Replacements 2023 Change Order No. 1 – Final
Mowing Agreement between Niagara County and Town of Niagara
Fleet Maintenance Miscellaneous Equipment Budget Modification
Fleet Maintenance Repair Parts and Supplies Budget Modification
CDL Driver Update - Informational
Award of Contract – Connect Niagara Rural Transportation Services
Capital Project Budget Modification, Close Out and Reallocation of Project Funds
DPW Building Update – Informational Presentation by C&S Engineers, Inc
NCCC Construction Update - Informational

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

6. Legislature

Legislator I. Myers asked for an amendment to resolution Local Law Requiring Contractors, Desiring to Bid on Construction Work for the County of Niagara to Provide Proof of Certain Employee Benefits Including the New York State Certified Worker Training Program. The first amendment removed "Certain Employee Benefits Including" from the title. The second amendment removed "an approved health and hospital insurance plan, an approved pension plan and" from the first resolved. The third amendment changed the public hearing date to the 12th day of December 2023 in the second resolved. – I. Myers made a motion. C. Robins seconded it. The amendments passed unanimously.

Local Law Requiring Contractors, Desiring to Bid on Construction Work for the County of Niagara to Provide Proof of the New York State Certified Worker Training Program" – A. Nemi made a motion. C. Robins seconded it. The resolution passed unanimously.

7. County Manager

Ratification of Modified Agreement between the County of Niagara and Local 182 American Federation of State, County & Municipal Employees Affiliated with New York Council 66, AFL-CIO - M. Grozio made a motion. I. Myers seconded it. Passed unanimously.

8. County Attorney

Amending the Resolution that Set Public Hearing for the Tentative Budget for the Year 2024 – C. Robins made a motion. D. Godfrey seconded it. Passed unanimously.

Rescind Resolution CW-021-23 Assigning the Contract for Occupational Medicine to Catholic Health Mount St. Mary's – A. Nemi made a motion. I. Myers seconded it. Passed unanimously.

**NIAGARA COUNTY ADMINISTRATION COMMITTEE
MEETING MINUTES
November 27, 2023
5:00 PM**

9. Adjournment

A motion was made by W. Collins to adjourn. C. Robins seconded it. Passed unanimously. The Administration Committee meeting adjourned at 6:39 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: January 8, 2024

Department Submitting agenda item: Economic Development

Date of Committee Meeting: January 16, 2024

Title: Department of Economic Development Creation of the Niagara County Production Program

Brief Summary: The Department of Economic Development will utilize funding from the Coronavirus State and Local Fiscal Recovery Fund (CSLFRF) to create a production program to assist manufacturing businesses in Niagara County. Funding will be allocated for equipment and machinery that will help reduce production costs to ensure stability and growth of companies.

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: \$1,000,000

Benefits & Risks: Strengthen companies in the manufacturing sector in Niagara County

**DEPARTMENT OF ECONOMIC DEVELOPMENT
CREATION OF THE NIAGARA COUNTY PRODUCTION PROGRAM**

WHEREAS, Niagara County has received funds from the Coronavirus State and Local Fiscal Recovery Fund (CSLFRF), a part of the American Rescue Plan Act, and

WHEREAS, the Coronavirus State and Local Fiscal Recovery Fund (CSLFRF), American Rescue Plan Act, Small Business Economic Assistance, provides aid for small businesses to respond to the negative economic impacts of the COVID-19 public health crisis, and

WHEREAS, the Niagara County Legislature recognizes the importance of supporting the manufacturing industry, and

WHEREAS, the Niagara County Legislature understands there is a shortage of labor that is making it increasingly difficult for manufacturers to produce their products and compete in a global marketplace, and

WHEREAS, the Niagara County Legislature wishes to address this issue with assistance to ensure the stabilization and future growth of or local manufacturers, and

WHEREAS, the Niagara County Legislature seeks to allocate funding for the creation of the Niagara County Production Program, which will stimulate the advancement of small to medium sized manufacturers, by aiding with the purchase of new equipment, that will enable efficiencies, and

WHEREAS, manufacturers that are able to purchase machines that provide automation and reduce production costs will be better positioned to compete, and

WHEREAS, local manufacturers that find stability as a result of this assistance will remain in our community and provide livable wage jobs for our residents, and

WHEREAS, the Department of Economic Development will develop the Niagara County Production Program to facilitate said investment, within the parameters of the American Rescue Plan, and

WHEREAS, the Department of Economic Development hereby requests that the Niagara County Legislature allocate \$1,000,000 towards the creation of the Niagara County Production Program, now, therefore, be it

RESOLVED, that the Legislature of the County of Niagara hereby creates the Niagara County Production Program, and be it further

RESOLVED, that the Department of Economic Development is to create the program within the parameters of the American Rescue Plan guidelines and requirements, conditions and documents necessary to be complied with by the applicant, and be it further

RESOLVED, that upon the Department of Economic Development creating the documents requirement and conditions that the same should be reviewed by the County Manager and approved by the Niagara County Attorney's Office, and be it further

RESOLVED, that the following budget modification be effectuated:

INCREASE REVENUE:

A.28.8020.817 44089.07	ARPA State/Local Rec Fund	\$1,000,000
------------------------	---------------------------	-------------

INCREASE APPROPRIATIONS:

A.28.8020.817 74500.01	Contractual	\$1,000,000
------------------------	-------------	-------------

ECONOMIC DEVELOPMENT COMMITTEE

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: January 8, 2024

Department Submitting agenda item: Economic Development

Date of Committee Meeting: January 16, 2024

Title: Authorization to Convey Certain Tax Liens to the Niagara Orleans Land Improvement Corporation

Brief Summary: This resolution allows for the County Treasurer to transfer a tax delinquent property in Niagara County to the Niagara Orleans Land Improvement Corporation (NORLIC). This property requires environmental remediation. NORLIC will work to have the property put back on the tax rolls and into productive use once again.

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:

Benefits & Risks: This action will help put the property back on the tax rolls and into productive use.

**AUTHORIZATION TO CONVEY CERTAIN TAX LIENS TO NIAGARA ORLEANS LAND
IMPROVEMENT CORPORATION**

WHEREAS, pursuant to Section 902 of the Real Property Tax Law of the State of New York the Niagara County Treasurer, acting in his capacity as Tax Enforcing Officer, acquired a tax lien on the following properties commonly known as

130.19-2-1 3425 Hyde Park Blvd., Niagara Falls, New York in the Town of Niagara

and

WHEREAS, the Property is a tax delinquent commercial parcel that requires environmental remediation, and

WHEREAS, Section 1616 of the Not-for-Profit Law of the State of New York authorizes a municipality to enter into a contract to sell some or all of the delinquent tax liens held by it to a land bank, and

WHEREAS, the Niagara County Legislature transferred the tax liens for similar Properties listed below pursuant to ED-024-22

130.15-3-2.1	4225 Hyde Park Blvd., Niagara Falls, New York in the Town of Niagara
130.15-5-10	4401 Hyde Park Blvd., Niagara Falls, New York in the Town of Niagara
130.15-5-11	4425 Hyde Park Blvd., Niagara Falls, New York in the Town of Niagara
130.15-5-14	Delaware Ave., Niagara Falls, New York in the Town of Niagara
130.15-5-15	Delaware Ave., Niagara Falls, New York in the Town of Niagara
130.15-5-19	4311 Hyde Park Blvd., Niagara Falls, New York in the Town of Niagara
130.15-5-20	Hyde Park Blvd., Niagara Falls, New York in the Town of Niagara
130.15-5-21	James Ave., Niagara Falls, New York in the Town of Niagara
130.15-5-8	Pennsylvania Ave., Niagara Falls, New York in the Town of Niagara
130.15-5-9	Pennsylvania Ave., Niagara Falls, New York in the Town of Niagara
131.09-2-28.2	4287 Witmer Rd., Niagara Falls, New York in the Town of Niagara

and

WHEREAS, the Niagara County Treasurer is seeking legislative approval to request the transfer of the tax lien for SBL #130.19-2-1, to the Niagara Orleans Land Improvement Corporation ("NORLIC") with the understanding that NORLIC will be pursuing tax foreclosure and/or seeking a qualified developer who will seek tax foreclosure on the property pursuant to Resolution ED-024-22 and this resolution, and

WHEREAS, the above Property is not needed for municipal purposes, and

WHEREAS, the lien transferred will result in the Property being put back on the tax rolls in productive use, and

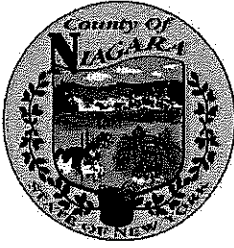
WHEREAS, the benefits accruing the County of Niagara (avoidance of the costs of environmental remediation, demolition and other expenses) will become the obligation of the land bank, now, therefore, be it

RESOLVED, pursuant to County Law Section 215 and Real Property Tax Law Section 902, Niagara County is hereby authorized to enter into a contract with NORLIC to sell the tax lien on 130.19-2-1 for one and no more dollars, and be it further

RESOLVED, that following the County Attorney's review, a contract, and all other reasonable and necessary title transfer documents shall be executed pursuant to the Niagara County Contract Policy.

ECONOMIC DEVELOPMENT COMMITTEE

ADMINISTRATION COMMITTEE



COMMUNITY SAFETY AND SECURITY COMMITTEE AGENDA January 16, 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 – Asset Forfeiture Funds Drug Task Force Vehicle and K9.**
 - Res. – Federal Equitable Sharing Annual Recertification.**
 - Res. – Budget Mod. – Stop DWI Foundation Grant.**
 - Res. – Budget Mod. – Accept Police Traffic Services Grant.**
 - Res. – Accept Forensic Laboratory Coverdell Grant.**
 - Res. – Budget Mod. – Stop DWI Funds for District Attorney’s Office.**
 - Res. – Budget Mod. – BJA FY23 Paul Coverdell Forensic Science Improvement Grant.**
 - Committee Approval – apply for Easthill Foundation Grant.**
4. Public Defender
 - Res. – Aid to Defense Program Renewal 2023-2024.**
 - Res. – Waiver of Residency Request Assistant Public Defender Position.**
 - Res. – Waiver of Residency Request Director of Social Work Position.**
5. Probation
 - Res. – Budget Mod. – NYS Pretrial Services Award.**
6. Fire Coord/Emerg. Svcs.
 - Res. – Appointment of Deputy Fire Coordinator for Technical Rescue Team (TRT)**



Community Services Committee

AGENDA - Meeting of January 16, 2024

1. Call to Order

a) Bratt, Elder, Gooch, Godfrey, Nemi, Robins, Voccio

2. Approval of Minutes of November 27, 2023

3. Office of Mental Health

- a) Budget Modification – Abolish Full Time Licensed Clinician/Create and Fill Community Mental Health Aide Position
- b) Budget Modification – Create and Fill Licensed Professional Nurse Position

4. Motion to Adjourn



INFRASTRUCTURES COMMITTEE AGENDA
NIAGARA COUNTY COURT HOUSE
LOCKPORT, NEW YORK
TUESDAY JANUARY 16, 2024
MEETING NO. 1
5:00 PM

- 1. Call to Order**
 - a. Foti, Myers, Abbott, Bradt, Hill, Robins, Speranza
- 2. Meeting Minutes – Approval**
 - a. November 27, 2023
- 3. Refuse/Environmental/Solid Waste – Approval**
 - a. MOU with NYSERDA
 - b. 1 year Contract Extension with GHD
- 4. Buildings and Grounds – Approval**
 - a. Award of Contract – Court House Roof Top Unit Replacement
- 5. Parks – Approval**
 - a. Golf Course LOGO
 - b. Golf Course Rate Changes 2024
 - c. Golf Course Drainage – No. 2 – Final
- 6. Engineering - Approval**
 - a. NYSDOT Offer of Settlement – Oppenheim Park Entrance – EPN2010
 - b. Rapids Road Property Acquisition – EPN2008
 - i. Community Church of Raymond – 6595 Rapids Rd – Map No. 2 Parcel No. 2
 - ii. Community Church of Raymond – 6597 Rapids Rd – Map No. 3 Parcel No. 3
 - iii. Community Church of Raymond – 6599 Rapids Rd – Map No. 5 Parcel No. 5
 - iv. James M. and Susan D. Jurewicz – 6658 Rapids Rd – Map No. 9 Parcel No. 10
 - v. Lisa K. Smith f/k/a Lisa K. Glosser – 6659 Rapids Rd – Map No. 8 Parcel No. 9
 - vi. Susan M. Pelloth – 6592 Rapids Rd – Map No. 1 Parcel No. 1
 - vii. Susan M. Pelloth – 6598 Rapids Rd – Map No. 4 Parcel No. 4
 - viii. Toni Wollaber and Justin Goeke – 6638 Rapids Rd – Map No. 7 Parcel No. 7 and 8
 - c. Change Orders – Approval
 - i. Krull Park Shoreline Wall and Bank Reconstruction – No. 1 - EPN1909
 - ii. Angelo DelSignore Roof Replacement – No. 1 – EPN2202
 - iii. Royalton Center Rd Bridge over Mud Crk – No. 1 – EPN2232 Bridge NY
 - iv. Willow Rd Bridge over E. Branch 12 Mile Crk – No. 1 – EPN2235 Bridge NY
 - v. Hunt St. Bridge over Bergholz Crk – No. 1 – EPN2126
 - d. Final Change Orders
 - i. 111 Main St Façade closeout – No. 1 (Final) – EPN2114
 - ii. Krull Park Paving – No. (Final) – EPN2301

- iii. Slayton Settlement Rd. Rehabilitation – No. 1 (Final) – EPN2206
- iv. Jacques Rd over 18 Mile and West Somerset over Fish Crk – No. 2 (Final) – EPN2124
- v. Culvert Linings 2023 – No. 2 (Final) – EPN2217
- vi. Stormwater Management - No 1 (Final)

e. Uncompleted Work Agreement – Slayton Settlement Road – EPN2206

f. Budget Modification - Approval

- i. Johnson Crk Rd over Golden Hill Crk – No. 1 – EPN2234 Bridge NY

g. Stormwater Agreement – City of Tonawanda

h. Create and Fill – Sr. Engineering Aide

I. Award of Contract

- i. Consultant Contract Design of Amphitheater (Wendel) – EPN2129
- ii. Royalton Ravine Front Buildout (LDC Construction, Inc.) – EPN2129

J. Public Works Facility - Informational

7. Highway – Approval

- a. Highway Expenditures – Road Maintenance

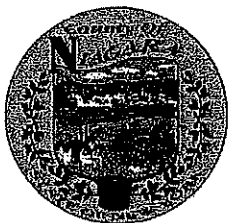
8. Administration – Approval

- a. Capital Project Close out and Reallocation
- b. Capital Projects Budget Modification

9. Projects to be Let – Informational

- a. Weed Control
- b. Striping
- c. Highway Materials

10. NCLEA at NCCC Update - Informantional



Administration Committee

Complete this form, save in Committee folder and name using this format yyyyymmdd dept desc (example 20050111 cdp budget adjustment)

Today's Date: 1/2/2024

Department Submitting agenda item: Real Property

Date of Committee Meeting: 1/16/2024

Title: EagleView Pictometry Sole Source

Brief Summary:

Sole source designation of EagleView Technologies Inc. for the purchase of aerial photography not to exceed \$76,000 per year.

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:

Benefits & Risks:

**NIAGARA COUNTY REAL PROPERTY TAX SERVICES
EAGLEVIEW SOLE SOURCE FOR AERIAL IMAGERY, GEOSPATIAL DATA AND ANALYTICS**

WHEREAS, Niagara County Real Property Tax Services is purchasing an EagleView (f.k.a. Pictometry) flight for use by its Tax Mapping staff as well as other County staff members, the local Assessment community and Public Safety personnel, as well as training, maintenance and support and

WHEREAS, the flight, training, maintenance and support for the EagleView system are in an amount not to annually exceed \$76,000, and

WHEREAS, EagleView Technologies, Inc is the only source for the aerial photography that integrates with our Online Assessment application from PROS, and the Aegis Software from New World Systems, therefore, be it

RESOLVED, that it is hereby determined that EagleView is Niagara County's sole source for aerial imagery, measurement tools, and analytics, and

RESOLVED, and that Niagara County Real Property Department is hereby authorized to purchase the flight without the need to solicit for alternate proposals or sealed bids, such purchases to be made in consultation with the Purchasing Department and in accordance with budgetary procedures, and

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

ADMINISTRATION COMMITTEE



Administration Committee

Complete this form, save in Committee folder and name using this format yyyyymmdd dept desc (example 20050111 cdp budget adjustment)

Today's Date: 1/2/2024

Department Submitting agenda item: Real Property

Date of Committee Meeting: 1/16/2024

Title: Authorization For Real Property Tax Refunds/Corrections - 2024

Brief Summary:

This resolution will delegate to the County Treasurer the responsibility to act on the Director of Real Property Tax Services recommendations regarding corrections/refunds to Niagara County tax billings in an amount not to exceed \$2,500.00.

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:

Benefits & Risks: This will serve to expedite the tax bill correction/refund process.

From: Administration Committee
Resolution Number – AD-000-24
Administration Mtg.: January 16, 2024
Legislative Mtg.: January 23, 2024

AUTHORIZATION FOR REAL PROPERTY TAX
REFUNDS/CORRECTIONS - 2024

WHEREAS, New York State Real Property Tax Law, sections 554 and section 556, provides for an administrative correction of error process that assists property owners in obtaining refunds and/or corrections for real property tax payments or billings; and

WHEREAS, certain clerical errors, unlawful entries and errors in essential fact, as defined in the New York State Real Property Tax Law, are permitted to be corrected by a taxing jurisdiction based upon the recommendation of the Director of Real Property Tax Services, and

WHEREAS, the taxing jurisdiction can delegate, by resolution, on an annual basis, to an official who is empowered to authorize payment of bills without prior audit, the authority to perform the duties of the tax levying body in regard to Real Property Tax Law, Sections 554 and 556, now therefore be it

RESOLVED, that the Niagara County Treasurer is hereby delegated the authority to perform the duties of the tax levying body during 2024 when the Real Property Tax Director's recommended refund and/or correction is twenty five hundred dollars or less, and be it further,

RESOLVED, that on or before the fifteenth day of each month, the Niagara County Treasurer shall submit a report to the Niagara County Legislature of the refunds and or corrections processed during the preceding month, containing the name of each recipient, the location of the property, and the amount of the refund.

ADMINISTRATION COMMITTEE