

ADMINISTRATION COMMITTEE AGENDA
MARCH 11, 2024
5:30 PM

- 1. Call to Order**
 - a. Godfrey, Nemi, Bradt, Elder, Myers, Robins, Voccio
- 2. Approval of Minutes of February 12, 2024**
- 3. Community Safety and Security Committee Agenda**
- 4. Community Services Committee Agenda**
- 5. Refuse District Committee Agenda**
- 6. Infrastructure Committee Agenda**
- 7. Real Property**
 - a. Real Property Tax Corrections/Cancellations No. COE-2024 A
- 8. County Manager**
 - a. Niagara County Grant Identification and Writing Assistance
- 9. County Attorney**
 - a. Resolution Accepting the Funding from the Electric Generation Facility Cessation Mitigation Program
- 10. Information and Adjournment**

**NIAGARA COUNTY ADMINISTRATION COMMITTEE
MEETING MINUTES
February 12, 2024
5:30 PM**

	ADMINISTRATION	STAFF	OTHERS
PRESENT:	A. Nemi R. Bradt J. Elder C. Robins C. Voccio R. Wydysh	R. Updegrove D. Huntington K. Alexander K. Andrews P. Lopes J. Pitaressi K. Schuler H. Soles	M. Casale, Economic Development M. Filicetti, Sheriff's Office K. Kugler, Conflicts J. Schultz, Fire Coordinator V. Pearson, Public Health M. Lutz, Social Services L. Kelemen, Mental Health M. Parish, County Clerk G. Meal, Public Works N. Allen, Engineering D. Timm, Refuse W. Flynn, Information Technology
EXCUSED:	D. Godfrey I. Myers		

1. Call to Order

Legislator A. Nemi called the meeting of the Administration Committee to order at 5:35 p.m.

2. Approval of Minutes

Legislator A. Nemi asked for the approval of the minutes to the meeting of January 16, 2024. The minutes were approved by C. Voccio. C. Robins seconded them. The minutes passed unanimously.

3. Economic Development

- a. Resolution to Reappropriate Grant Funds Brownfields Assessment – C. Voccio made a motion. J. Elder seconded it. Passed unanimously.
- b. Resolution to Provide Funding for Upgraded Fish Stocking Pens – C. Robins made a motion. C. Voccio seconded it. Passed unanimously.

4. Community Safety and Security Committee Agenda

- a. **Office of the Sheriff**
 - i. Standardization of Thermo Fisher Scientific's Applied Biosystems Software for Human Identification
 - ii. Disposition of Tactical Ground Robot
 - iii. Accept OVW Enhanced Training and Services to End Abuse in Later Life Grant
 - iv. Budget Mod. – 2023 Statewide Interoperable Communications Formula Grant
 - v. Rescind Contract Extension Toxicology Solutions
 - vi. Budget Mod. – FY22 Paul Coverdell Forensic Science Improvements Grant
 - vii. Budget Mod. – Accept Gun Involved Violence Elimination Grant Budget Modification
 - viii. Budget Mod. – Domestic Terrorism Prevention Grant and Sole Source OCV.LLC/TheSheriffApp.com for Project

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- b. **Office of Emergency Services**
 - i. Budget Mod. – Rollover 2023 Homeland Security Unspent Funds
 - ii. Expenditure of Cellular E911 Funds to Remove and Install Vertical Pivoting Gate at the Public Safety Training Facility
- c. **Conflicts and Assigned Council**
 - i. Waiver of Residency Requirement for Conflict Attorney

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

5. Community Services Committee Agenda

- a. **Public Health**
 - i. Budget Modification – Reappropriate Center for Disease Control Funds Emergency Planning Division
 - ii. Budget Modification – Accept Center for Disease Control Funds Emergency Planning Division
 - iii. Budget Modification – Reappropriate ELC Covid-19 Response Funds Emergency Planning Division
 - iv. Budget Modification – Accept ELC Covid-19 Response Funds Emergency Planning Division
 - v. Budget Modification – Reappropriate Vaccine Response Grant Funds Nursing Division
 - vi. Budget Modification – Accept Vaccine Response Grant Funds Nursing Division
 - vii. Budget Modification – Reappropriate Disabilities Grant Funds Emergency Planning Division
 - viii. Budget Modification – Reappropriate Medical Reserve Corps Funds Emergency Planning
 - ix. Budget Modification – Accept Medical Reserve Corps Funds Emergency Planning
 - x. Budget Modification – Accept New York State Association Of County Health Officials Funds Emergency Planning Division
 - xi. Resolution to participate in and receive funds from NYS Frontline Health Care Worker Bonus Program Third & Fourth Vesting Periods
 - xii. Abolish Principal Public Health Engineer/Create & Fill Supervising Public Health Engineer
- b. **Social Services**
 - i. Budget Modification Rental Supplement Program 2024-2025
- c. **Mental Health**
 - i. Lease Agreement For 475 South Transit Road
 - ii. Budget Modification – Opioid Settlement Funds Use – CCSI
 - iii. Budget Modification - Participate in Healthcare Workers Bonus
 - iv. Budget Modification - Abolish Full Time Account Clerical II Position/Create And Fill Full Time Clerical III Position
- d. **Niagara County Clerk's Office**
 - i. Approval of a Month-To-Month Payment to Info Quick Solutions Inc.

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

**NIAGARA COUNTY ADMINISTRATION COMMITTEE
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6. Infrastructure Committee Agenda

- a. **Environmental**
 - i. Agreement between Niagara County and AC Power 15, LLC to Calibrant NY III, LLC
- b. **Buildings & Grounds**
 - i. Lease Agreement with BMBM Properties for Health Department Lease
- c. **Parks**
 - i. Agreement between the County of Niagara and the Olcott Lion's Club
 - ii. Agreement between the County of Niagara and the Burmaster Lake Environmental Committee
 - iii. Burmaster Park Storage Building Waterline Installation Project – Change Order No.1
 - iv. West Canal Marina Boat Reservations - Informational
- d. **Engineering**
 - i. Bridge NY Local Project Agreement Stone Rd over Tributary to Jeddo Creek
 - ii. Bridge NY Local Project Agreement Carmen Rd Bridge over Golden Hill Creek
 - iii. Award Consultant Contract - Replacement of Stone Rd Bridge over a Tributary to Jeddo Creek
 - iv. Award Consultant Contract – Replacement of Carmen Rd Bridge over Golden Hill Creek
 - v. Carmen Rd Bridge over Johnson Creek Consultant Amendment No. 4-Final
 - vi. Carmen Rd Bridge over Johnson Creek Change Order No. 1-Final
 - vii. Court House 2nd Floor Renovations Amendment No. 1-Final
 - viii. New Public Works Facility Change Order No. 2
 - ix. Angelo Delsignore Civic Building Roof Replacement Change Order No.2 Final
- e. **Projects to be Let - Informational**
 - i. Legislative Chambers Sound System
 - ii. Civic – Court House Cooling Tower

R. Bradt made a motion. J. Elder seconded it. Passed unanimously.

7. Treasurer's Office

- a. Distribution of Sales Tax Budget Modification – C. Voccio made a motion. C. Robins seconded it. Passed unanimously.
- b. Formal Policy Adoption as Required by GASB (Governmental Accounting Standards Board) – R. Bradt made a motion. C. Robins seconded it. Passed unanimously.
- c. Leases and Subscription Based IT Arrangements Budget Modification – C. Voccio made a motion. J. Elder seconded it. Passed unanimously.

8. Adjournment

A motion was made by R. Bradt to adjourn. C. Robins seconded it. Passed unanimously. The Administration Committee meeting adjourned at 6:35 p.m.

**NIAGARA COUNTY ADMINISTRATION COMMITTEE
MEETING MINUTES
February 12, 2024
5:30 PM**

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 March 11, 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 E & W G Foundation Grant.

Res. – Accept Motor Vehicle Theft and Insurance Fraud Prevention Grant.

Res. – Budget Mod. – Accept Domestic Cannabis Eradication/Suppression Program Grant.

Res. – Standardization of Innocorp LTD for Fatal Vision Kits for Traffic Safety Education.

Committee Approval – Apply for FY25 Congressional Directed Spending Grant.

4. District Attorney

Res. – 2024 Acceptance of Criminal Justice Discovery Reform Grant – District Attorney's Office.

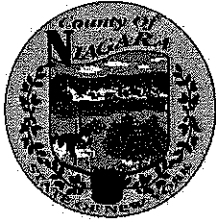
Res. – Motor Vehicle Theft and Insurance Fraud Prevention Program Grant Acceptance.

5. Public Defender

Res. – "Amendment of Lease" 611 Shad Street, North Tonawanda NY 14120.

6. Probation

Res. – 2024 Probation Software Maintenance Agreement for Caseload Explorer.



Community Services Committee

AGENDA - Meeting of March 11, 2024

1. Call to Order

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

2. Approval of Minutes of February 12, 2024

3. Office for the Aging

- a) Abolish Part Time Cook Position/Create and Fill Part Time Aging Services Aide

4. Office of Social Services

- a) Budget Modification – Child Care and Development Fund
- b) Budget Modification – Healthy Families New York Program
- c) Budget Modification – Safe Harbor Initiative

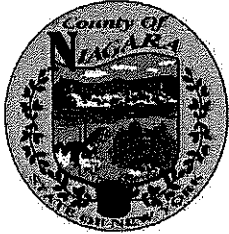
5. Motion to Adjourn



REFUSE DISTRICT COMMITTEE AGENDA

**March 11, 2024
5:30 PM
Courthouse Chambers**

1. Call to Order by Chairman Legislator Shawn Foti
2. Approval of Meeting Minutes from January 16, 2024
3. Approval of February/March 2024 Abstract
4. Informational: Leachate Treatment at Lockport
5. Informational: Solar on Landfills
6. Adjournment



INFRASTRUCTURES COMMITTEE AGENDA
NIAGARA COUNTY COURT HOUSE
LOCKPORT, NEW YORK
MONDAY MARCH 11, 2024
MEETING NO. 3
5:30 PM

1. Call to Order

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

2. Meeting Minutes – Approval

- a. February 12, 2024

3. Environmental/Solid Waste – Informational

- a. 2023 Grant Reimbursement
- b. 2024 Grant Submitted
- c. 2024 Planned Collection Events
 - i. Paint – Niagara University, April 27, Starpoint Schools, July 27
 - ii. Household Hazardous Waste – Town of Lockport, June 1, Newfane, August 17
North Tonawanda, October, 5
 - iii. Electronic Waste – Fashion Outlets of Niagara, April 20
- d. Solar Panel Local Law Update

4. Building and Grounds – Approval

- a. Change Order – Burmaster Park Storage Building Waterline, NO. 2 – Final
- b. Award of Contract – Cooling Tower Repairs – DelSignore Civic Building
- c. Congressionally Directed Spending Request Grant (Senator Schumer) – Trott Generator

5. Parks – Approval

- a. Environmental Group Events
- b. WNY Disc Golf (Burmaster and Royalton)
- c. Niagara Region Disc Golf Club (Burmaster and Royalton)
- d. Newfane Youth Football League
- e. Olcott Beach Car Show
- f. Anchoring Hope of NY 5k Walk and Basket Raffle (Krull)
- g. Niagara County Soil and Water Environmental Field Day (Royalton)
- h. Destination Niagara USA Fishing Tournament (Krull)
- i. Olcott Fire Company Softball League
- j. Pendleton Lions Club Fishing Derby
- k. YMCA Fitness in the Parks (Royalton)
- l. Orleans Niagara BOCES Graduation Picnic (Krull)
- m. Lockport Soccer Club (Davidson Road)
- n. Pirates Festival (Krull)
- o. Bike MS:ROC the Great Lakes
- p. Newfane Soccer Club (Krull)
- q. Town of Wheatfield 4th of July Fireworks (Oppenheim)

- r. Town of Wheatfield Summer Camp (Oppenheim)
- s. Newfane High School Band (Krull)
- t. Band Organ Rally Teddy Roosevelt Pioneer Picnic Bicentennial – Town of Newfane (Krull)

u. Marina Rules/Usage

v. Seasonal Applications – Informational

6. Engineering - Approval

c. Amendments – Approval

- i. Hartland Road Bridge over Golden Hill Creek Consultant (GPI), No.1 - EPN2115
- ii. East Canal Road Bridge over Unnamed Stream Consultant (CHA), No.1 – EPN2131
- iii. Recreational Facilities at Krull and Oppenheim Parks Consultant (Wendel), No. 1
EPN2309
- iv. Burmaster Park Natural Playground Consultant (Fisher) No. 1, EPN2312

7. Highway - Approval

- a. Abolish One Automotive Mechanic and Create and Fill One Chief Mechanic
- b. Award of Contract
 - i. County Road Painting and Striping
 - ii. Control of Roadside Vegetation

8. Projects to be Let

- a. Amphitheater - Krull



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: 2/14/2024

Department Submitting agenda item: Real Property

Date of Committee Meeting: 3/11/2024

Title: Real Property Tax Corrections NO. COE-2024 A

Brief Summary:

Authorization to correct county tax billings and to approve tax refunds/credits based upon the recommendation of the Real Property Tax Director.

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:

From: Administration Committee
Resolution Number – AD-000-24
Administration Mtg.: March 11, 2024
Legislative Mtg.: March 19, 2024

**REAL PROPERTY TAX CORRECTIONS/CANCELLATIONS
NO. COE-2024 A**

WHEREAS, the Director of Real Property Tax Services has received applications for refunds and / or corrections applicable to various outstanding Niagara County tax liens, or has been made aware that unenforceable tax liens exist upon certain real property owned by the State of New York and / or the United States, and

WHEREAS, the Director has investigated the claimed erroneous assessments and / or unenforceable liens in accordance with sections 554, 556, and 558 of the New York State Real Property Tax Law, now therefore, be it

RESOLVED, that the applications and / or lien cancellations be approved and / or denied as set forth in the attached Exhibit No. COE-2024 A, which is made a part hereof, and subsequently be charged back to the applicable town, city, special district and school district within the County of Niagara.

ADMINISTRATION COMMITTEE

Corrections to previously issued Niagara County Tax Billings
Filename: COE-2024 A
Date: March 19, 2024

EXHIBIT # COE-2024 A Page 1 of 1

Town of Wheatfield

RPTS # 38-2023 and 39-2023

Owner: LR Wheatfield Solar 1, LLC

<u>SBL #</u>	<u>Tax Year</u>	<u>Tax Warrant Reduction</u>
133.00-1-3./SF-1	2023	\$9,651.33
133.00-1-3./SF-2	2023	\$7,896.54

The Assessor properly granted the exemption, but an incorrect exemption code was placed on the parcel, which failed to exempt it for County tax purposes.

This constitutes a clerical error according to Real Property Tax Law.

In light of this:

The 2023 Niagara County/Town of Wheatfield tax billing for the parcel 133.00-1-3./SF-1 in the amount of \$12,820.63 shall be reduced by \$9,651.33 to \$3,169.30 plus applicable penalties and interest.

The 2023 Niagara County/Town of Wheatfield tax billing for the parcel 133.00-1-3./SF-2 in the amount of \$10,489.61 shall be reduced by \$7,896.54 to \$2,593.07 plus applicable penalties and interest.

Original billings: \$23,310.24 Revised billings: \$5,762.37



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: 03/08/24

Department Submitting agenda item: County Manager

Date of Committee Meeting: 03/11/24

Title: Niagara County Grant Identification and Writing Assistance

Brief Summary: Award Grant Identification and Writing Assistance RFP to Upper Edge Consulting for a two-year agreement.

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 GRANT IDENTIFICATION AND WRITING ASSISTANCE

WHEREAS, it has been determined that Niagara County benefits from the services of a qualified firm or person to assist with the identification and preparation of grant applications, in cooperation with several county department and local agencies to secure State and Federal funding in a number of areas, and

WHEREAS, these areas have been identified to include Homeland Security, Technology, Innovative Government, Public Safety & Security, Public Works, Economic Development, Mental Health and Public Health and

WHEREAS, a Request for Proposal (RFP) for grant identification and writing assistance was issued and publicly opened by the Purchasing Division on January 24, 2024 with three (3) grant writing firms responding, and

WHEREAS, the Grants Committee was designated to evaluate proposals and select the firm or person best qualified to effectively and efficiently accomplish the work outlined in the Request for Proposal, and

WHEREAS, each of the three firms were interviewed by the Grants Committee and it was agreed upon that Upper Edge Consulting would be the best match for Niagara County to perform grant identification and writing assistance based on experience, staffing, capability, and cost appropriate to the job, now, therefore, be it

RESOLVED, that Niagara County enter into a two-year contractual agreement with the option for two (2) one-year extensions with Upper Edge Consulting in the amount of \$6,000 per month. Upper Edge Consulting would be required under the terms of the contract to write an unlimited number of grants. The county may terminate the contract upon thirty (30) day written notice to the vendor, and be it further

RESOLVED, that reimbursable departments applying for and receiving grants will apply for New York State or Federal reimbursement for grant writing services where applicable, and be it further

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

ADMINISTRATION COMMITTEE

**RESOLUTION ACCEPTING THE FUNDING FROM
THE ELECTRIC GENERATION FACILITY CESSATION MITIGATION PROGRAM**

WHEREAS, pursuant to the August 2, 2022 Niagara County Administration Committee meeting minutes, the County was permitted to apply for first year funding under the Electric Generation Facility cessation Mitigation program, and

WHEREAS, the New York State Empire State Development Corporation has made an award to Niagara County through the Electric Generation Facility Cessation Mitigation Program for the first year, and

WHEREAS, the funds are being awarded to the County of Niagara in the amount of \$607,396.14, with said funds to be used to offset expenses for real property PILOT taxes due and owing for the Somerset Operating Co., LLC, a now closed coal-fired generating facility located in the town of Somerset within the County of Niagara, and

WHEREAS, the facility's real property taxes are in arrears, as the facility ceased operation March 31, 2020, and the amount of the award was determined based on County's real property tax loss, now, therefore, be it

RESOLVED, that the County Treasurer be and hereby is authorized to accept this grant funding via wire transfer in the amount of \$607,396.14

ADMINISTRATION COMMITTEE