

ADMINISTRATION COMMITTEE AGENDA APRIL 15, 2024 5:30 PM

- 1. Call to Order
 - a. Godfrey, Nemi, Bradt, Elder, Myers, Robins, Voccio
- 2. Approval of Minutes of March 11, 2024
- 3. Economic Development
 - a. Budget Modification Niagara County Façade Program 2.0
- 4. Community Safety and Security Committee Agenda
- 5. Community Services Committee Agenda
- 6. Infrastructure Committee Agenda
- 7. Board of Elections
 - a. Approval of Voting Machine Agreement between the County of Niagara and the Niagara Falls, Lockport, North Tonawanda, Lew-Port, Newfane, Niagara Wheatfield, Roy-Hart, Starpoint, School Districts, The Village of Lewiston and The Village of Youngstown
- 8. Human Resources
 - a. Contract with Employee Services, LLC ESI Employee Assistance Group for Employee Assistance Program (EAP)
- 9. County Attorney
 - a. A Local Law to Create Exceptions to the Residency Requirement for Assistant District Attorneys
- 10. Information and Adjournment

NIAGARA COUNTY ADMINISTRATION COMMITTEE MEETING MINUTES March 11, 2024 5:30 PM

	ADMINISTRATION	STAFF	OTHERS
PRESENT:	D. Godfrey	R. Updegrove	M. Filicetti, Sheriff's Office
	R. Bradt	D. Huntington	B. Seaman, District Attorney
	J. Elder	K. Alexander	T. Janese, Public Defender
	I. Myers	P. Lopes	D. LaRock, Probation
	C. Robins	J. Pitaressi	J. Schultz, Fire Coordinator
		J. Shoemaker	M. Lutz, Social Services
		K. Schuler	D. DiCarlo, Office for the Aging
		H. Soles	G. Meal, Public Works
EXCUSED:	A. Nemi		J. Gaston, Parks
	C. Voccio		N. Allen, Engineering
	R. Wydysh		D. Timm, Refuse
			D. Quinn, Public Works
			W. Flynn, Information Technology

1. Call to Order

Chairman D. Godfrey called the meeting of the Administration Committee to order at 5:31 p.m.

2. Approval of Minutes

Chairman D. Godfrey asked for the approval of the minutes to the meeting of February 12, 2024. The minutes were approved by I. Myers. J. Elder seconded them. The minutes passed unanimously.

3. Community Safety and Security Committee Agenda

- a. Office of the Sheriff
 - i. Accept E & W G Foundation Grant Budget Modification
 - ii. Accept Motor Vehicle Theft & Insurance Fraud Prevention Grant
 - iii. Accept Domestic Cannabis Eradication/Suppression Program Grant Budget Modification
 - iv. Standardization of Innocorp LTD for Fatal Vision Kits for Traffic Safety Education
 - v. Committee Approval to Apply for FY25 Congressional Directed Spending Grant

b. District Attorney

- i. 2024 Acceptance of Criminal Justice Discovery Reform Grant
- ii. Motor Vehicle Theft and Insurance Fraud Prevention Program Grant Acceptance

c. Public Defender

i. Amendment of Lease at 611 Shad Street, North Tonawanda, NY 14120

d. Probation

i. 2024 Probation Software Maintenance Agreement for Caseload Explorer

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

4. Community Services Committee Agenda

- a. Office for the Aging
 - i. Abolish PT Cook/Create and Fill PT Aging Services Aide

b. Social Services

- i. Child Care and Development Fund Budget Modification
- ii. Healthy Families New York Program Budget Modification
- iii. Safe Harbor Initiative Budget Modification
- R. Bradt made a motion. I. Myers seconded it. Passed unanimously.

NIAGARA COUNTY ADMINISTRATION COMMITTEE MEETING MINUTES March 11, 2024 5:30 PM

5. Refuse District Committee Agenda

- a. Informational: Leachate Treatment at Lockport
- b. Informational: Solar on Landfills
- D. Godfrey made a motion. C. Robins seconded it. Passed unanimously.

6. Infrastructure Committee Agenda

a. Environmental/Solid Waste - Informational

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

b. Buildings & Grounds

- i. Burmaster Park Storage Waterline Installation Project Change Order No. 2 Final
- ii. Award of Contract Angelo Delsignore Civic Building Cooling Tower Repairs and Maintenance Project
- iii. Congressionally Directed Spending Request (Senator Schumer) Trott Generator

c. Parks

- i. Bond Lake Park Environmental & Beautification Committee Events 2024
- ii. WNY Disc Golf Club (Burmaster and Royalton Ravine)
- iii. Niagara Region Disc Golf Club (Burmaster and Royalton Ravine)
- iv. Newfane Youth Football League and Cheerleading
- v. Time Travelers of WNY-Olcott Beach Car Show
- vi. Anchoring Hope of NY, Inc 5K Walk & Basket Raffle
- vii. Niagara County Soil and Water Environmental Field Day
- viii. Destination Niagara USA Fishing Tournament
- ix. Olcott Fire Company Softball League
- x. Pendleton Lions Club Fishing Derby
- xi. YMCA Fitness in the Parks
- xii. Orleans Niagara BOCES Graduation Picnic
- xiii. Lockport Soccer Club
- xiv. Krull Olcott Development Committee and Olcott Fire Company Pirates Festival
- xv. National Multiple Sclerosis Society Bike MS: ROC the Great Lakes
- xvi. Newfane Soccer Club
- xvii. Town of Wheatfield 4th of July Fireworks
- xviii. Town of Wheatfield Summer Camp
 - xix. Newfane High School Band
 - xx. Town of Newfane-Olcott Beach Band Organ Rally & Bicentennial Celebration
- xxi. Marina Rules/Usage Tabled
- xxii. Lockport Football Tabled
- xxiii. Seasonal Applications Informational

d. Engineering

i. Hartland Rd Bridge over Golden Hill Creek Consultant Amendment No. 1

NIAGARA COUNTY ADMINISTRATION COMMITTEE MEETING MINUTES March 11, 2024 5:30 PM

- ii. East Canal Rd Bridge over an Unnamed Stream Consultant Amendment No. 1
- iii. Recreational Facilities at Krull & Oppenheim Parks Consultant Amendment No. 1
- iv. Burmaster Park Natural Playground Consultant Amendment No. 1
- e. Highway
 - i. Abolish One Automotive Mechanic/Create and Fill One Chief Mechanic Tabled
 - ii. Award of Contract for County Road Painting and Striping
 - iii. Award of Contract for Control of Roadside Vegetation
- f. Projects to be Let
 - i. Amphitheater Krull Park
- R. Bradt made a motion. J. Elder seconded it. Passed unanimously.
- 7. Real Property
 - a. Real Property Tax Corrections/Cancellations No. COE-2024 A. J. Elder made a motion. I. Myers seconded it. Passed unanimously.
- 8. County Manager
 - a. Niagara County Grant Identification and Writing Assistance. I. Myers made a motion. J. Elder seconded it. Passed unanimously
- 9. County Attorney
 - a. Resolution Accepting the Funding from the Electric Generation Facility Cessation Mitigation Program. R. Bradt made a motion. C. Robins seconded it. Passed unanimously
- 10. Adjournment

A motion was made by D. Godfrey to adjourn. J. Elder seconded it. Passed unanimously. The Administration Committee meeting adjourned at 6:13 p.m.

Minutes Transcribed By:	Heather Soles, Budget Assistant	
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	Office of Management & Budget	
Minutes Approved By:		
11	David E. Godfrey, Chairman	
	Administration Committee	



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

Today's Date:

April 9, 2024

Department Submitting agenda item:

Economic Development

Date of Committee Meeting:

April 15, 2024

Title: Budget Modification Niagara County Façade Program 2.0

Brief Summary: The Niagara County Façade Program 2.0 was implemented by the Niagara County Department of Economic Development, as directed by the Niagara County Legislature through resolution ED-005-24. Applications for the program were accepted through March 26th. All applications were pre-screened by NCDED staff and review by the committee on April 9th. This resolution seeks to fund the program.

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

Please provide date approved: N/A

Action Requested: Approval

Associated Costs:

BUDGET MODIFICATION NIAGARA COUNTY FAÇADE PROGRAM 2.0

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 continued importance of exterior capital improvements to individual businesses and business districts and the positive impact that these upgrades create, and

WHEREAS, the Niagara County Legislature through resolution ED-005-24 directed the Niagara County Department of Economic Development to implement the Niagara County Façade Program 2.0 to facilitate said investment, within the parameters of the American Rescue Plan, and

WHEREAS, the response from the business community was substantial with 160 applications submitted requesting funding to assist with façade upgrades, and

WHEREAS, all applications were screened by staff and reviewed by the committee to ensure they meet the parameters of the program, now, therefore, be it

RESOLVED, the Department of Economic Development hereby requests that the Niagara County Legislature allocate \$ 3,696,561.19 to fund the Niagara County Façade Program 2.0, and be it further

RESOLVED, that the following budget modification be effectuated:

INCREASE REVENUE:

A.28.8020.815 44089.07

ARPA State/Local Rec Fund

\$ 3,696,561.19

INCREASE APPROPRIATIONS:

A.28.8020.815 74500.01

Contractual

\$ 3,696,561.19



COMMUNITY SAFETY AND SECURITY COMMITTEE AGENDA April 15, 2024

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

Res. – School Resource Officer Agreement with BOCES School District.

Res. – Niagara Regional Traffic Safety Program.

Res. – Budget Mod. – Accept Law Enforcement Equipment Grant Under FY20 Edward Byrne Memorial Justice Assistance Grant.

Res. – Budget Mod. – Capital Project Close Out and Reallocation of Project Funds. Res. – Budget Mod. – Accept 2023 Marine Patrol Grant.

Committee Approval – Apply for Highway Safety Grant.

4. District Attorney

Res. – A Local Law to Create Exceptions to the Residency Requirement for Assistant District Attorneys.

Res. – Abolish Assistant District Attorney PT with Benefits/Create & Fill Assistant District Attorney PT without Benefits

5. Probation Res. – Create and Fill one (1) Account Clerical II Position.

6. Fire Coord/Emerg. Svcs.

Res. – Budget Mod. –Accept Payment for Haz-Mat Incident on 10/26/2023.

Committee Approval – Appy for SFY2023/2024 Volunteer Fire Infrastructure & Response Equipment Grant Program.



Community Services Committee

AGENDA - Meeting of April 15, 2024

1. Call to Order

- a) Bradt, Gooch, Godfrey, Nemi, Robins, Speranza, Voccio
- 2. Approval of Minutes of March 11, 2024

3. Office of Public Health

- a) Budget Modification Abolish Program Aides/Create and Fill Supervising Speech Pathologist Position Children with Special Needs Division
- b) Resolution to Participate in and Receive Funds from NYS Frontline Health Care Worker Bonus Program Fifth/Final Vesting Period
- c) Budget Modification Accept NACCHO Maternal, Child, and Adolescent Health Funds
- d) Award CDC Infrastructure Bonus

4. Motion to Adjourn



INFRASTRUCTURES COMMITTEE AGENDA NIAGARA COUNTY COURT HOUSE LOCKPORT, NEW YORK MONDAY APRIL 15, 2024 MEETING NO. 4

5:30 PM

1. Call to Order

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

2. Meeting Minutes - Approval

a. March 11, 2024

3. Building and Grounds - Approval

- a. Iroquois Job Corp Lease Trott
- b. Budget Modification
 - i. Legislature Chambers Sound System
 - ii. Public Safety Training Facility Roof Replacement Project
- c. Abolish One Full Time Cleaner and Create One Full Time Cleaner Laborer

4. Parks - Approval

- a. West Canal Marina Docking Policy
- b. Boy Scouts Camporee Burmaster
- c. Buffalo Orienteering Club, Inc Burmaster
- d. Soccer Shots Buffalo Oppenheim and West Canal

5. Parks - Informational

- a. Football Field Location
- b. Burmaster Community Room

6. Engineering - Approval

- a. Amendments Approval
 - i. Jacques Rd Bridge over 18 Mile and W. Somerset Rd Bridge over Fish, NO. 2 Final EPN2124
- b. Change Order Approval
 - i. Oppenheim Paving and Drainage NO. 1 EPN2302
 - ii. Krull Park Shoreline Wall and Bank Reconstruction, NO. 2 EPN1909
 - iii. Rapids Rd Pavement Reconstruction, Raymond Rd to Goodrich Rd EPN2008
- c. Award of Contract Approval
 - i. Royalton Ravine Pavilion EPN2129

7. Highway - Approval

- a. Abolish One Automotive Mechanic and Create and Fill One Lead Mechanic
- b. Award of Contract
 - i. Bid Book



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Today's Date: 4/2/2024

Department Submitting agenda item: Board of Elections

Date of Committee Meeting: 4/15/2024

Title: Approval of Voting Machine usage

Brief Summary: APPROVAL OF VOTING MACHINE AGREEMENT BETWEEN THE COUNTY OF NIAGARA AND THE NIAGARA FALLS, LOCKPORT, NORTH TONAWANDA, LEW-PORT, NEWFANE, NIAGARA WHEATFIELD, ROY-HART, STARPOINT, SCHOOL DISTRICTS and the VILLAGE OF YOUNGSTOWN (§3-224, NEW YORK STATE ELECTION LAW)

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

Please provide date approved: N/A

Action Requested:

Associated Costs:

APPROVAL OF VOTING MACHINE AGREEMENT BETWEEN THE COUNTY OF NIAGARA AND THE NIAGARA FALLS, LOCKPORT, NORTH TONAWANDA, LEW-PORT, NEWFANE, NIAGARA WHEATFIELD, ROY-HART, STARPOINT, SCHOOL DISTRICTS, THE VILLAGE OF LEWISTON AND THE VILLAGE OF YOUNGSTOWN (§3-224, NEW YORK STATE ELECTION LAW)

WHEREAS, the Niagara Falls, Lockport, North Tonawanda, Lew-port, Newfane, Niagara Wheatfield, Roy-Hart, Starpoint School Districts, and the Village of Youngstown will be conducting elections on May 21, 2024, May 20, 2025, May 19, 2026, May 18, 2027, May 16, 2028, and the Village of Lewiston on June 18, 2024, June 16, 2026, June 20, 2028 and requires the use of the Niagara County Board of Elections voting equipment in connection with this election and

WHEREAS, a formal agreement will be prepared with the Niagara County Attorney's Office for use between the County of Niagara and the Niagara Falls, Lockport, North Tonawanda, Lew-port, Newfane, Niagara Wheatfield, Roy-Hart, Starpoint School District the Village of Lewiston and the Village of Youngstown, which will be fully approved by the District, and a copy of will be filed with the Clerk of the Legislature, and

WHEREAS, time is of the essence in connection with the approvals by the Niagara County Legislature and

WHEREAS, under the terms of the agreement the County will provide, and be reimbursed for voting machine preparation, programming, and packaging of the voting machine and all necessary Niagara County personnel: the District, among other things, shall furnish at its expense, election custodians and inspectors, and also insurance in form, content and amounts as approved by the Niagara County Attorney, and

WHEREAS, the final written agreement between the parties is subject to the review and approval by the parties' respective legal counsel, now therefore, be it

RESOLVED, that pursuant to the provisions of §3-224 of New York State Election Law, the Chair of the Niagara County Legislature and the Niagara County Election Commissioners are authorized and directed to execute and deliver an agreement, in substantially the form of agreement now filed with the Clerk of the Legislature between and among the County of Niagara, the Niagara County Election Commissioners and the Niagara Falls, Lockport, North Tonawanda, Lew-port, Newfane, Niagara Wheatfield, Roy-Hart, Starpoint School Districts the Village of Lewiston and the Village of Youngstown for the provision, by the County of Niagara, of sufficient voting equipment, including the programming thereof, to the Niagara Falls, Lockport, North Tonawanda, Lew-port, Newfane, Niagara Wheatfield, Roy-Hart, Starpoint School Districts the Village of Lewiston and the Village of Youngstown in connection with any election scheduled to be held during 2024, and be it further

RESOLVED, that the execution and delivery of this equipment, is subject to the approval of the Board of the Niagara Falls, Lockport, North Tonawanda, Lew-port, Newfane, Niagara Wheatfield, Roy-Hart, Starpoint School Districts and the Village of Youngstown, and the review and approval of the Niagara County Attorney's Office and counsel to the Niagara Falls, Lockport, North Tonawanda, Lew-port, Newfane, Niagara Wheatfield, Roy-Hart, Starpoint School Districts and the Village of Youngstown, and be it further

RESOLVED, that a true copy of the fully signed and approved agreement be filed by the Clerk of this Legislature simultaneously with the delivery of the or as soon as reasonably possible thereafter.



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Today's Date: 4/12/24

Department Submitting agenda item: Human Resources

Date of Committee Meeting: 4/15/24

Title: ESI Employee Assistance Group Employee Assistance Program (EAP)

Brief Summary: An Employee Assistance Program (EAP) service is a valuable resource that is available to Niagara County employees and their qualified dependents to provide EAP counseling services to help employees or their family members with significant life and everyday challenges. The contract with INOVA EAP has expired, and the County of Niagara has selected a competitive bid for professional services as a result of the RFP process, and would like to grant the contract to Employee Services, LLC. - ESI Employee Assistance Group for Employee Assistance Program services for the time period of May 1, 2024 through April 30, 2027.

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

Please provide	date	approved:	N/A
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Action Requested:

Associated Costs:

CONTRACT WITH EMPLOYEE SERVICES, LLC. - ESI EMPLOYEE ASSISTANCE GROUP EMPLOYEE ASSISTANCE PROGRAM (EAP)

WHEREAS, Niagara County has had a contractual agreement with INOVA EAP, to provide professional Employee Assistance Program (EAP) services for the County of Niagara and its employees, and

WHEREAS, an Employee Assistance Program (EAP) service is a valuable resource that is available to Niagara County employees and their qualified dependents to provide EAP counseling services to help employees or their family members with significant life and everyday challenges, and

WHEREAS a comprehensive Employee Assistance Program (EAP) service provides training, coaching, counseling, and wellness programs to assist employees and their family members in achieving their best performance and reach their peak potential, and

WHEREAS an Employee Assistance Program will also benefit the County of Niagara as a result of this important service that is available for its employees, and

WHEREAS, the contract with INOVA EAP has expired, and

WHEREAS, the County of Niagara has selected a competitive bid for professional services as a result of the RFP process, and would like to grant the contract to Employee Services, LLC. - ESI Employee Assistance Group for Employee Assistance Program services for the time period of May 1, 2024 through April 30, 2027, and

WHEREAS, the fee for EAP services per each year of the contract shall be \$19.00 per employee per year, approximately \$28,063 annually, and

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

RESOLVED, that following the County Attorney's review, the Chairman of the Legislature is hereby authorized to execute said contract on behalf of Niagara County.

Administration	Committee



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Today's Date: 04/03/24

Department Submitting agenda item: CO ATTY

Date of Committee Meeting: 04/15/2024

Title: A LOCAL LAW TO CREAT EXCEPTIONS TO THE RESIDENCY REQUIREMENT FOR ASSISTANT DISTRICT ATTORNEYS

Brief Summary: REMOVE THE RESIDENCY REQUIREMENT FOR ASSISSTANT DISTRICT ATTORNEYS

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

Please provide date approved: N/A

Action Requested: APPROVAL

Associated Costs: 0

A LOCAL LAW TO CREATE EXCEPTIONS TO THE RESIDENCY REQUIREMENT FOR ASSISTANT DISTRICT ATTORNEYS

WHEREAS, the Niagara County District Attorney's Office has had insufficient staffing of Assistant District Attorneys for more than three (3) years, and

WHEREAS, the Niagara County District Attorney's Office currently has six (6) open positions for Assistant District Attorney, and

WHEREAS, several candidates for the position of Assistant District Attorney have withdrawn their names from consideration or not applied because of the residency requirement, and

WHEREAS, there have been continuous postings for openings for the position of Assistant District Attorney in various places for the past two (2) years, and

WHEREAS, this local Law is being proposed by the Niagara County Legislature due to the inability to hire Niagara County residents to the position of Niagara County Assistant District Attorney.

Be it enacted by the Legislature of the County of Niagara, New York, as follows:

Section 1. Preface: It is the strong desire of the Niagara County community to install Niagara County residents in the position of Assistant District Attorney of Niagara County. It is a strong belief of Niagara County that Niagara County residents are knowledgeable about and concerned with the affairs of Niagara County.

Section 2. Purpose: It is the purpose of this Local Law to confirm the commitment of Niagara County to hire residents who have the necessary qualifications and skills to meet the requirements of the position of Assistant District Attorney of Niagara County. This law will permit Niagara County to make an exception to the residency requirement of the Public Officers Law for the hiring of Assistant District Attorneys.

Section 3. Authority: An assistant district attorney is a local public officer. Those holding that office are, therefore, subject to the provisions of section 3 of the Public Officers Law, which requires residency in the county within which their functions are exercised. Section 10(1)(ii)(a)(1) of the Municipal Home Rule Law, empowers a county to adopt local laws that are not inconsistent with the constitution or any general law, including the residency of its officers and employees. The County of Niagara can supersede Section 3 of the Public Officer's Law with respect to the office of Assistant District Attorney, in that section 3 has become a special rather than a general law due to the exemption of the counties of Essex, Fulton, Madison, Montgomery, Putnam, Schuyler, Wyoming, and Yates, in that it does not by its terms, apply alike to the office of district attorney in every county.

<u>Section 4</u>. Authorization: The District Attorney is hereby authorized to make exceptions to the residency requirement to Assistant District Attorneys from outside Niagara County.

Section 5. Effect: This Local Law shall take effect upon filing in the Office of the Secretary of State pursuant to the provisions of Article 3 section 27 of the Municipal Home Rule Law.

RESOLVED, that the Niagara County Legislature shall conduct a public hearing upon said proposed Local Law at the Legislative Chambers, Niagara County Courthouse, Lockport, New York, on the 14th day of May, 2024 at 5:45 p.m., and be it further

RESOLVED, that the Clerk of the Legislature, at least six (6) days in advance of such hearing, shall post a notice upon the bulletin boards in the Courthouse in Lockport, the Civic Building in Niagara Falls shall publish such notice once in the Union Sun & Journal, and the Niagara Gazette; such notice shall contain the title of the Local Law and an abstract of the text to be prepared by the Clerk of the Legislature, with the assistance of the County Attorney's Office

COMMUNITY SAFETY & SECURITY	
COMMITTEE	
ADMINISTRATION COMMITTEE	