



ADMINISTRATION COMMITTEE AGENDA
NOVEMBER 10, 2025
5:30 PM

- 1. Call to Order**
 - a. Godfrey, Nemi, Bradt, Elder, Myers, Robins, Voccio
- 2. Approval of Minutes of October 14, 2025**
- 3. Community Safety and Security Committee Agenda**
- 4. Community Services Committee Agenda**
- 5. Infrastructure Committee Agenda**
- 6. Treasurer's Office**
 - a. Designation of Depository and Deposit Amount
 - b. Distribution of Mortgage Tax
 - c. Assignment of Contract between Niagara County and Avenu Insights and Analytics LLC to Neumo Group LLC Pursuant to Acquisition
- 7. Board of Elections**
 - a. 2025 Vote by Mail Grant Acceptance
 - b. 2025 Election Grant Acceptance
- 8. 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 2026
- 9. Information and Adjournment**

NIAGARA COUNTY ADMINISTRATION COMMITTEE
MEETING MINUTES
October 14, 2025
5:30 PM

	ADMINISTRATION	STAFF	OTHERS
PRESENT:	D. Godfrey J. Elder I. Myers C. Robins C. Voccio	R. Updegrove C. Joerg K. Alexander P. Lopes J. Pitarresi T. Farrell H. Soles	M. Filicetti, Sheriff's Office J. Schultz, Emergency Services D. LaRock, Probation V. Pearson, Public Health D. DiCarlo, Office for the Aging G. Meal, Public Works J. Gaston, Parks N. Allen, Engineering D. Timm, Refuse T. Quattrini, Information Technology
EXCUSED:	A. Nemi R. Bradt R. Wydysh		

1. Call to Order

Chairman D. Godfrey called the meeting of the Administration Committee to order at 5:33 p.m.

2. Approval of Minutes

Chairman D. Godfrey asked for the approval of the minutes to the meeting of September 2, 2025. The minutes were approved by Legislator C. Robins. Legislator C. Voccio seconded them. The minutes passed unanimously.

3. Economic Development

- a. Position Appointment Commissioner of Niagara County Department of Economic Development

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

4. Community Safety and Security Committee Agenda

a. Office of the Sheriff

- i. Flock Group, Inc DBA Flock Safety Contract Amendment
- ii. Budget Mod. – Niagara County Jail Revenues
- iii. Budget Mod. – Juvenile Transports for Social Services
- iv. Budget Mod. – OVW Enhanced Training and Services to End Abuse in Later Life Grant
- v. Budget Mod. – Accept SFY2025 Next Generation 911 Grant
- vi. LaBella Consultant Contract Building One Remodel Change Order No. 2
- vii. Budget Mod. – FY24 COPS Technology and Equipment Grant Tower
- viii. Budget Mod. – Additional Funds for Capital Project Sheriff Equipment Power Backups
- ix. SRO Agreement with BOCES School District
- x. Award RFP for Walk-in Cooler and Freezer Project
- xi. Award RFP for Uninterruptible Power Supply System Replacement

**NIAGARA COUNTY ADMINISTRATION COMMITTEE
MEETING MINUTES
October 14, 2025
5:30 PM**

b. Probation

- i. Accept 2026 Alternatives to Jail Detention Grant
- ii. Accept 2026 Employment Focused Services Program Grant

c. Office of Emergency Services

- i. Ambulance Division Award of Bid Medical Equipment and Supplies

Legislator C. Elder made a motion. Legislator I. Myers seconded it. Passed unanimously.

5. Community Services Committee Agenda

a. Public Health Department

- i. Rescind Resolution CS-039-25 and Re-Submit Budget Mod – Utility Charges for Stevens Street

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

6. Infrastructure Committee Agenda

a. Environmental/Solid Waste

- i. Informational - Climate

b. Buildings & Grounds

- i. Lease Agreement with Armor Security & Protection, Inc. for the Trott Access Center
- ii. Lease Agreement with SUNY Niagara (NCCC) for the Trott Access Center
- iii. Informational – Delsignore Sign
- iv. Informational - Workforce

c. Engineering

- i. Award of Contract for Testing & Inspection to Whitestone Associates Engineering & Geology *Amended to omit the word “revised” from the first Resolved
- ii. Award of Contract for Consultants Term Agreements
- iii. Feigle-Fisk Rd Bridge over the Erie Canal Bridge Rehab Change Order No.1
- iv. Hunt Street Bridge over Bergholz Creek Change Order No.1 Final
- v. Wilson-Burt Rd Bridge over Eighteen Mile Creek Change Order No.2 Final

d. Highway

- i. Snow and Ice Agreement

Legislator C. Voccio made a motion. Legislator C. Robins seconded it. Passed unanimously.

7. County Manager

- a. Appointment Director of Real Property Tax Services III

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

8. County Attorney

- a. Claim Settlement Richard Oliver vs. County of Niagara. Niagara County Index No. E178168/2022

**NIAGARA COUNTY ADMINISTRATION COMMITTEE
MEETING MINUTES
October 14, 2025
5:30 PM**

Legislator C. Voccio made a motion. Legislator I. Myers seconded it. Passed unanimously.

9. Adjournment

A motion was made by Legislator C. Robins to adjourn. Legislator I. Myers seconded it. Passed unanimously. The Administration Committee meeting adjourned at 6:20 p.m.

Minutes Transcribed By:

Heather Soles, Budget Assistant
Office of Management & Budget

Minutes Approved By:

David E. Godfrey, Chairman
Administration Committee



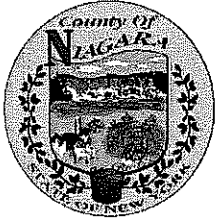
COMMUNITY SAFETY AND SECURITY COMMITTEE AGENDA November 10, 2025

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

Res. – Budget Mod. – Accept Red Team Exercise Grant.
Res. – Contract for Latent Print Examiner for Forensic Laboratory.
4. Probation

Res. – Accept State Aid Block Grant SFY 2025-2026.
Res. – Renewal of Raise the Age Grant.
5. Fire Coord/Emerg. Svcs.

Res. – Authorizing and Establishing a Canine Therapy Program.
Res. – Create and Fill Temporary Advanced Life Support Technician Position.
Res. – Budget Mod. – Accept Refund Check and Replace Classroom Chairs.
Committee Approval – Apply for NY CARES UP Grant.
Committee Approval – Apply for Technical Rescue & USAR Grant



Community Services Committee

AGENDA - Meeting of November 10, 2025

1. Call to Order

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

2. Approval of Minutes of October 14, 2025

3. Department of Mental Health

- a) Budget Modification – Contract Agency State Aid COLA-Minimum wage
- b) 2026 Contracts

4. Employment & Training

- a) Budget Modification – Accept Additional \$250,000 Renewable Energy Training Initiative (RETI) Funding 2025

5. Motion to Adjourn



**INFRASTRUCTURES COMMITTEE AGENDA
NIAGARA COUNTY COURT HOUSE
LOCKPORT, NEW YORK
MONDAY NOVEMBER 10, 2025
MEETING NO. 12
5:30 PM**

1. Call to Order

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

2. Meeting Minutes – Approval

- a. October 14, 2025

3. Infrastructure Technology – Informational

- a. Niagara County AI Policy

4. Environmental/Solid Waste – Approval

- a. Change Order – No Cost Time Extension, Signal Fire, Solar Panel Consultant
- b. Informational – Charging Stations – soft launch

5. Buildings and Grounds – Approval

- a. Budget Modification – Carpet Replacement at Civic (Court Reimbursement)
- b. Lease Agreement with Goodwill at Trott Access Center (3 yr.)
- c. Informational – DSS, Workfare Program

6. Parks – Approval

- a. Budget Modification – Lighting at Oppenheim Park
- b. Budget Modification – Cart Path – Golf Course
- c. Rescind Resolution IF-153-25 New York State Office of the Parks, Recreation and Historic Preservation Municipal Parks and Recreation Grant for the Burmaster Park Natural Playground Phase II Grant Acceptance
- d. New York State Office of the Parks, Recreation and Historic Preservation Municipal Parks and Recreation Grant for the Burmaster Park Natural Playground Phase II Grant Acceptance
- e. Informational – New POS System at Niagara County Golf Course

7. Engineering – Approval

- a. New Public Works Building Permanent Easement for New York State Electric and Gas, EPN2007
- b. Change Order
 - i. Golf Course Site Improvements Locker Room Modification, CIR - Electrical Construction Contract – EPN2311, NO.2 - Final
 - ii. Golf Course Site Improvements Locker Room Modification, Parise - Mechanical Construction Contract – EPN2311, NO.1 - Final
 - iii. Golf Course Site Improvements Locker Room Modification, Cavlee - General Construction – EPN2311, NO.1 - Final
 - iv. Scott Lawn Yard, Recreational Facilities (Krull/Oppenheim), EPN2309, NO.2 Final

- v. **Public Safety Roof and Roof Top Unit Replacements, Parise Mechanical, EPN2310 - NO.2, Final**
- vi. **Public Safety Roof and Roof Top Unit Replacements, Grove Roofing, EPN2310 – NO.3 - Final**
- vii. **Hartland Rd Culvert No. 108-10, Malvestuto Construction – EPN2315, NO.1, Final**

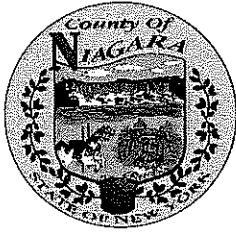
c. Amendments

- i. **Budget Modification – EPN2219 Wolcottsville Rd and Royalton Center Rd up to Earnest Rd. Move to EPN2404 Fisk Rd Bridge over the Erie Canal**

d. Informational – EPN2215, Ewings Rd / 18 Mile Crk. 5-7 Program and Quaker Rd over Golden Hill Crk Vertical Down Program

8. Administration – Approval

- a. **Surplus Connect Niagara Bus**
- b. **Budget Modification – Power Management**



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: November 3, 2025

Department Submitting agenda item: Treasurer's Office

Date of Committee Meeting: November 10, 2025

Title: Designation of Depository and Deposit Amounts

Brief Summary: Designation of depository and deposit amounts

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:

DESIGNATION OF DEPOSITORY AND DEPOSIT AMOUNT

WHEREAS, pursuant to Section 212 of the County Law and Section 10 of the General Municipal Law, the Niagara County Legislature shall designate the depositories within the State of New York and the maximum which may be kept on deposit at any time in each depository, and

WHEREAS, the last designation by the County Legislature occurred on February 21, 2023, and

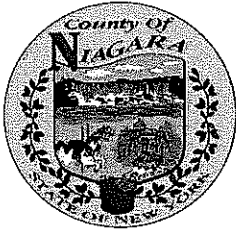
WHEREAS, since the last designation by the County Legislature, banks have changed due to mergers and acquisitions or expansions into the county marketplace, and

WHEREAS, it is beneficial to have numerous banks involved in the bidding process for investments and borrowings, now, therefore, be it

RESOLVED, that the maximum amounts to be deposited in the following bank depositories are as follows:

JP Morgan Chase Bank	\$125,000,000
Bank of America	\$125,000,000
Key Bank	\$125,000,000
M&T Bank	\$125,000,000
Bank on Buffalo	\$125,000,000
BNY Mellon	\$125,000,000

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 15, 2025

Department Submitting agenda item: Treasurer's Office

Date of Committee Meeting: November 10, 2025

Title: Distribution of Mortgage Tax

Brief Summary: distribution of mortgage tax

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:

DISTRIBUTION OF MORTGAGE TAX

WHEREAS, Niagara County has received mortgage tax monies for the period April, 2025 through September, 2025 in the amount of \$4,133,879.54 and

WHEREAS, the Recording Officer has previously distributed \$1,040,300.57 to the Niagara Frontier Transportation Authority, \$901,377.70 to the State Mortgage Tax Agency, and retained \$130,093.31 for approved county administrative expenses, and

WHEREAS, that Recording Officer has remitted the remaining monies collected to the County Treasurer for distribution to various Niagara County towns, villages and cities, now therefore be it

RESOLVED, that the sum of **\$2,062,107.96** reflects mortgage tax monies for the period April 1, 2025 through September 30, 2025 to be distributed, and the same be and hereby is, apportioned as follows among the various towns, villages and cities of the County of Niagara:

TOWNS	Cambria	\$ 77,224.59
	Hartland	33,556.80
	Lewiston	163,802.61
	Lockport	207,025.76
	Newfane	80,757.82
	Niagara	39,821.27
	Pendleton	114,315.61
	Porter	56,576.24
	Royalton	74,496.71
	Somerset	24,604.62
	Wheatfield	237,825.66
	Wilson	58,105.76
VILLAGES	Middleport (Hartland)	\$ 513.53
	Middleport (Royalton)	4,829.54
	Lewiston	20,279.60
	Youngstown	10,543.35
	Barker	1,651.82
	Wilson	6,357.42

CITIES	Lockport	\$ 181,348.54
	Niagara Falls	384,030.69
	North Tonawanda	<u>284,440.02</u>
	TOTAL:	\$2,062,107.96

and be it further

RESOLVED, that the County Treasurer be, and hereby is, directed to pay the various towns, village treasurers, and city treasurers the amounts recorded above and that this document shall be sufficient authorization to the County Treasurer to make the payments in accordance with the above direction.

ADMINISTRATION COMMITTEE

APPROVED FOR SUBMISSION

CHAIRMAN

MAJORITY LEADER

MINORITY LEADER



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 29, 2025

Department Submitting agenda item: Treasurer's Office

Date of Committee Meeting: November 10, 2025

Title: Assignment of Contract Between Niagara County and Avenu Insights and Analytics LLC to Neumo Group LLC Pursuant to Acquisition

Brief Summary: Avenu Insights and Analytics LLC was acquired by Neumo Group LLC – this is reflect correct vendor.

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:

**ASSIGNMENT OF CONTRACT BETWEEN NIAGARA COUNTY AND AVENU
INSIGHTS AND ANALYTICS LLC TO NEUMO GROUP LLC PURSUANT TO
ACQUISITION**

WHEREAS, Niagara County is in the process of entering contractual agreement with Avenu Insights and Analytics, LLC, to provide short term rental compliance services for the County of Niagara, and

WHEREAS, Niagara County issued RFP 2025-035 seeking competitive bids for Short Term Rental Compliance Services, and

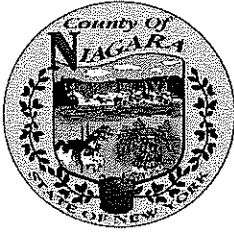
WHEREAS, as a result of the RFP 2025-035 and resolution AD-036-25, the County of Niagara awarded the contract to Avenu Insights and Analytics, LLC for the period of one year with four one-year extensions upon approval, and

WHEREAS, Avenu Insights and Analytics, LLC has been acquired by Neumo Group, LLC effective mid-September, 2025, and

RESOLVED, that the Niagara County Legislature approves of the assignment between Avenu Insights and Analytics, LLC and Neumo Group, LLC due to the acquisition, and

RESOLVED, that following the County Attorney's Office review, the contract for Short Term Rental Compliance Services per the above on behalf of Niagara County shall 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 20170111 cdp budget adjustment)

Today's Date: 10/27/2025

Department Submitting agenda item: Board of Elections

Date of Committee Meeting: 11/10/2025

Title: 2025 Vote by Mail Grant Program

Brief Summary: Accept the funds from the state grant that was awarded for 2025 Vote by Mail Grant Program.

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 \$56,501.46 for the period of April 1, 2025 through March 31, 2026 from the New York State Board of Elections for the 2025 Vote by Mail Grant Program and the various accompanying services and/or accessories required, and

WHEREAS, the grant will allow the Niagara County Board of Elections Office to purchase Ballot tabulators, postage, ballots, envelopes, and sorting bins, and

WHEREAS, the 2025 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 2025 budget be modified as follows:

Increase Revenue

A.14.1450.000 43089.09	State Aid, Other Election Program Revenue	\$56,501.46
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Increase Appropriations

A.14.1450.000 74750.03	Supplies, General Election Supplies/Materials	\$56,501.46
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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: 10/27/2025

Department Submitting agenda item: Board of Elections

Date of Committee Meeting: 11/10/2025

Title: 2025 Election Grant Program Acceptance

Brief Summary: Accept the funds from the state grant that was awarded for 2025 Election Grant Program.

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 \$12,797.20 for the period of April 1, 2025 through March 31, 2026 from the New York State Board of Elections for 2025 Election Grant Program and the various accompanying services and/or accessories required, and

WHEREAS, the grant will allow the Niagara County Board of Elections Office to supply transportation of voting equipment, cellular services, equipment seals and supplies, and

WHEREAS, the 2025 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 2025 budget be modified as follows:

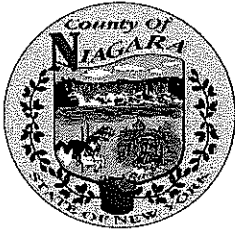
Increase Revenue

A.14.1450.000 43089.09	State Aid, Other Election Program Revenue	\$12,797.20
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Increase Appropriations

A.14.1450.000 74750.03	Supplies, General Election Supplies/Materials	\$12,797.20
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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: November 4, 2025

Department Submitting agenda item: County Manager

Date of Committee Meeting: November 10, 2025

Title: Four (4) resolutions to set the public hearings for the 2026 Niagara County Budget, Water District, Sewer District and Refuse District Budgets

Brief Summary: Public Hearing to be on 12/2/25. Water District at 5:10, Refuse District at 5:20, Sewer District at 5:30, and Niagara County at 5:40.

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:

**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 2nd day of December 2025, 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.

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 2nd day of December 2025, 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.

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 2nd day of December 2025, 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.

ADMINISTRATION COMMITTEE

**SET PUBLIC HEARING FOR THE TENTATIVE BUDGET FOR
THE YEAR 2026**

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 2nd day of December 2025, to review the tentative budget for the year 2026, and be it further

RESOLVED, that the maximum salaries that may be fixed and payable during said fiscal year 2026 to members of the Legislature and the Chairman thereof, respectively, remain at the 2025 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.

ADMINISTRATION COMMITTEE