St. Lawrence County
Board of Legislators
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Operations Committee
Monday, August 11, 2025
5:30 PM

Members Attending: Mr. Burke, **Ms. Curran**, Mr. Denesha, Mr. Fay, Mr. Forsythe, ~~Mr. Gennett~~, ~~Ms. Haggard~~, ~~Mr. Hull~~, Mr. Lightfoot, Mr. Perkins, Mr. Reagen, Mr. Sheridan, Mr. Smithers, Ms. Terminelli, and Mr. Webster

1. CALL TO ORDER AND APPROVAL OF AGENDA – Ms. Curran called the meeting to order at 5:30 p.m. Mr. Smithers moved to approve the agenda, seconded by Mr. Webster, Mr. Forsythe, and Mr. Fay, and carried by a voice vote with eleven (11) yes votes, and four (4) absent votes (Hull, Haggard, Gennett, Terminelli).

Ms. Curran stated that due to extenuating circumstances, Legislator Terminelli will be attending remotely from 23 Walnut Avenue, Massena, NY. Legislator Hull and Legislator Haggard are excused.

2. APPROVAL OF MINUTES – Mr. Webster moved to approve the minutes of July 14, 2025, seconded by Mr. Perkins, and carried by a voice vote with eleven (11) yes votes, and four (4) absent votes (Hull, Haggard, Gennett, Terminelli).

Ms. Terminelli joined the meeting at 5:31 p.m.

3. BOARD OF ELECTIONS – JENNIE BACON AND TOM NICHOLS

A. Authorizing the Chair to Sign Contracts Amending Grant Contract Terms for the Cybersecurity Remediation Grant and Modifying the 2025 Budget for the Board of Elections – Mr. Burke moved to forward this resolution to Full Board, seconded by Mr. Forsythe, and carried by a voice vote with twelve (12) yes votes, and three (3) absent votes (Hull, Haggard, Gennett).

B. Authorizing the Chair to Sign an Agreement to Accept an Electronic Poll Book Grant and Modifying the 2025 Budget for the Board of Elections – Mr. Forsythe moved to forward this resolution to Full Board, seconded by Mr. Denesha, and carried by a voice vote with twelve (12) yes votes, and three (3) absent votes (Hull, Haggard, Gennett).

C. Authorizing the Chair to Sign Contracts Requesting Grant Extensions for Technology Innovation and Election Resource (TIER) Grant Program and Modifying the 2025 Budget for the Board of Elections – Mr. Forsythe moved to forward this resolution to Full Board, seconded by Mr. Perkins, and carried by a voice vote with twelve (12) yes votes, and three (3) absent votes (Hull, Haggard, Gennett).

D. Authorizing the Chair to Sign a Contract to Accept a Ballot by Mail Program Grant and Modifying the 2025 Budget for the Board of Elections – Mr. Sheridan moved to forward this resolution to Full Board, seconded by Mr. Forsythe, and carried by a voice vote with twelve (12) yes votes, and three (3) absent votes (Hull, Haggard, Gennett).

E. Authorizing the Chair to Sign a Contract to Accept a 2024 General Election Program Grant and Modifying the 2025 Budget for the Board of Elections – Mr. Forsythe moved to forward this resolution to Full Board, seconded by Mr. Denesha, and carried by a voice vote with twelve (12) yes votes, and three (3) absent votes (Hull, Haggard, Gennett).

F. Authorizing the Chair to Sign a Contract with Dominion Voting for the Replacement of Election Management Hardware and Software – Mr. Fay moved to forward this resolution to Full Board, seconded by Mr. Forsythe, and carried by a voice vote with twelve (12) yes votes, and three (3) absent votes (Hull, Haggard, Gennett).

4. COUNTY CLERK – SANDY SANTAMOOR

A. Modifying the 2025 Budget for the County Clerk's Office for Overtime – Mr. Burke moved to forward this resolution to Full Board, seconded by Mr. Forsythe, and carried by a voice vote with twelve (12) yes votes, and three (3) absent votes (Hull, Haggard, Gennett).

5. DISTRICT ATTORNEY – GARY PASQUA

A. Authorizing the Chair to Sign a Subscription Agreement with Advent Financial Systems, LLC for the Office of the District Attorney – Mr. Forsythe moved to forward this resolution to Full Board, seconded by Mr. Reagen, and carried by a voice vote with twelve (12) yes votes, and three (3) absent votes (Hull, Haggard, Gennett).

B. Modifying the 2025 Budget for the Office of the District Attorney for the Discovery Grant – Mr. Lightfoot moved to forward this resolution to Full Board, seconded by Mr. Forsythe, Mr. Reagen, and Mr. Fay, and carried by a voice vote with twelve (12) yes votes, and three (3) absent votes (Hull, Haggard, Gennett).

6. EMERGENCY SERVICES – RICK RUSAW

A. Authorizing the Chair to Sign the Memorandum of Agreement for Adirondack Regional Hazmat Consortium FY24-25 Hazardous Materials Emergency Preparedness Funding – Mr. Forsythe moved to forward this resolution to Full Board, seconded by Mr. Webster, and carried by a voice vote with twelve (12) yes votes, and three (3) absent votes (Hull, Haggard, Gennett).

7. HUMAN RESOURCES – JONNIE DOROTHY

A. Authorization to Abolish the Human Resources Assistant Position and Create and Fill the Human Resources Coordinator Position in Human Resources – Mr. Smithers moved to forward this resolution to Full Board, seconded by Mr. Perkins, and carried by a voice vote with twelve (12) yes votes, and three (3) absent votes (Hull, Haggard, Gennett).

B. Authorizing the Chair to Sign a Contract with Alera Group for Health Plan Analytics and Clinical Advocacy Services – Mr. Forsythe moved to forward this resolution to Full Board, seconded by Mr. Webster, and carried by a voice vote with twelve (12) yes votes, and three (3) absent votes (Hull, Haggard, Gennett).

8. INFORMATION TECHNOLOGY – RICK JOHNSON

A. Authorization to Accept a Donation of Equipment from Seaway Valley Prevention Council to St. Lawrence County – Mr. Forsythe moved to forward this resolution to Full Board, seconded by Mr. Smithers and Mr. Reagen, and carried by a voice vote with twelve (12) yes votes, and three (3) absent votes (Hull, Haggard, Gennett).

B. Authorizing the Chair to Sign a Contract to Enter into an Agreement with New York State to Join the NY Security Operations Center to Improve the Cybersecurity Posture – Mr. Forsythe moved to forward this resolution to Full Board, seconded by Mr. Reagen and Mr. Webster, and carried by a voice vote with twelve (12) yes votes, and three (3) absent votes (Hull, Haggard, Gennett).

C. Microsoft 365 Implementation (Discussion) – Mr. Johnson

9. PLANNING – JASON PFOTENHAUER

A. Modifying the 2025 Budget for the Planning Office for Increased 2025 Fund Allocations from the New York State Department of Transportation – Mr. Smithers moved to forward this resolution to Full Board, seconded by Mr. Perkins and Mr. Denesha, and carried by a voice vote with twelve (12) yes votes, and three (3) absent votes (Hull, Haggard, Gennett).

B. Agriculture Tour Update (Discussion) – Mr. Pfotenhauer

10. PROBATION – TIM LEPAGE

A. Authorizing the Chair to Sign a Contract with Meola Enterprise for Cleaning Services at the District Offices of Probation and Department of Social Services Located at 99 West Main Street, Gouverneur, New York – Mr. Forsythe moved to forward this resolution to Full Board, seconded by Mr. Reagen and Mr. Webster, and carried by a voice vote with twelve (12) yes votes, and three (3) absent votes (Hull, Haggard, Gennett).

B. Arming of Probation Officers Update (Discussion) – Mr. LePage

11. PUBLIC DEFENDER – JAMES MCGAHAN

A. Authorizing the Chair to Sign a Contract with the New York State Defenders' Association for the Public Defender Case Management System Cloud and Modifying the 2025 Budget for the Public Defender's Office – Mr. Forsythe moved to forward this resolution to Full Board, seconded by Mr. Denesha and carried by a voice vote with twelve (12) yes votes, and three (3) absent votes (Hull, Haggard, Gennett).

B. Authorizing the Chair to Sign a Contract with Securescan for Document Imaging Services and Modifying the 2025 Budget for the Public Defender's Office – Mr. Forsythe moved to forward this resolution to Full Board, seconded by Mr. Webster, and carried by a voice vote with twelve (12) yes votes, and three (3) absent votes (Hull, Haggard, Gennett).

C. Authorizing the Chair to Sign a Contract with the New York State Office of Indigent Legal Services for the Fourth (4th) Family Defense (Child Welfare) Quality Improvement and Caseload Reduction Grant – Mr. Forsythe moved to forward this resolution to Full Board, seconded by Mr. Smithers and Mr. Reagen, and carried by a voice vote with twelve (12) yes votes, and three (3) absent votes (Hull, Haggard, Gennett).

D. Authorizing the Chair to Sign a Contract with the New York State Division of Criminal Justice Services to Accept the Aid to Defense Grant for April 1, 2025 Through March 31, 2026 – Mr. Sheridan moved to forward this resolution to Full Board, seconded by Mr. Smithers, and carried by a voice vote with twelve (12) yes votes, and three (3) absent votes (Hull, Haggard, Gennett).

12. SHERIFF – PATRICK ENGLE

A. Authorization to Create and Fill a Corrections Sergeant Position in the Sheriff's Office – Mr. Smithers moved to forward this resolution to Full Board, seconded by Mr. Webster.

Mr. Denesha moved to table this resolution until the September Operations Committee meeting, seconded by Mr. Perkins, Mr. Smithers, Mr. Sheridan, Mr. Lightfoot, and Mr. Forsythe, and carried by a voice vote with twelve (12) yes votes, and three (3) absent votes (Hull, Haggard, Gennett).

B. Modifying the 2025 Budget for the Sheriff's Office for Overtime in the Criminal and Correctional Divisions and Boarding Out, Prescriptions, and Food Expenses at the Correctional Facility – Mr. Forsythe moved to forward this resolution to Full Board, seconded by Mr. Fay and Mr. Denesha, and carried by a voice vote with twelve (12) yes votes, and three (3) absent votes (Hull, Haggard, Gennett).

C. Authorizing the Chair to Sign a Contract Amendment for the FY21 Operation Stonegarden Grant (FY21 OPSG) with New York State Division of Homeland Security and Office of Emergency Services – Mr. Forsythe moved to forward this resolution to Full Board, seconded by Mr. Reagen, and carried by a voice vote with twelve (12) yes votes, and three (3) absent votes (Hull, Haggard, Gennett).

13. OLD/NEW BUSINESS

There was no old/new business.

14. COUNTY ADMINISTRATOR'S REPORT – RUTH DOYLE

The County issued a State of Emergency last week, and an Emergency Order Burn Ban was issued that lasts for five (5) days. It expires at 6:00 p.m. on August 12th. An extension of the Burn Ban would expire on Sunday, August 17 at 6:00 p.m.

The County Administrator's Office is continuing with department budget reviews this week with Emergency Services, the Treasurer's Office, and Social Services on Tuesday.

This Thursday, August 14th is the annual Office for the Aging Senior Picnic at lunch time at the Gouverneur Community Center.

The Agriculture Tour is this Friday, August 15, and we'd love to have as many legislators participate as possible. There will be three (3) site visits and lunch at Cornell Cooperative Extension.

Senator Stec's office confirmed that the Governor signed the extension of our one percent (1%) sales tax, so the County is set to proceed on December 1st.

15. COMMITTEE REPORTS

A. Agriculture & Farmland Protection Board (Denesha) – Mr. Denesha

B. Alternative to Incarceration Board (Burke) – No report

C. Board of Trustees for Supreme Court Library (Haggard) – No report

D. Emergency Medical Services Advisory Board (Curran) – Ms. Curran

E. Environmental Management Council (Terminelli) – Ms. Terminelli

F. Fire Advisory Board (Denesha) – Mr. Denesha

G. Jury Board (Sheridan) – No report

H. Local Government Task Force (Forsythe) – No report

I. Planning Board (Fay) – No report

Mr. Forsythe moved to go to Executive Session at 7:14 p.m., to discuss negotiations, personnel, and appointments, seconded by Mr. Fay, and carried by a voice vote with twelve (12) yes votes and three (3) absent votes (Hull, Haggard, Gennett).

16. EXECUTIVE SESSION:

Straw poll votes were taken authorizing the County Administrator to provide retirement benefits for an induvial known to the St. Lawrence County Board of Legislators.

Mr. Reagen moved to go to Open Session at 7:50 p.m., seconded by Mr. Smithers, and carried by a voice vote with twelve (12) yes votes and three (3) absent votes (Hull, Haggard, Gennett).

17. ADJOURNMENT:

Chair Curran moved to adjourn the Operations Committee Meeting at 7:50 p.m., as there was no further business.