St. Lawrence County
Board of Legislators
Board Room

Operations Committee
Monday, December 8, 2025
5:30 PM

Members Attending: Mr. Burke, **Ms. Curran**, Mr. Denesha, Mr. Forsythe, Mr. Gennett, Ms. Haggard, Mr. Hull, Mr. Levato, 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.

Due to extenuating circumstances, Legislator Terminelli attended the meeting remotely from 23 Walnut Ave, Massena, NY.

Mr. Forsythe moved to approve the agenda, seconded by Mr. Reagen and Mr. Lightfoot, and carried by a voice vote with thirteen (13) yes votes and two (2) absent (Hull, Terminelli).

Mr. Hull arrived to the meeting at 5:30 p.m.

2. APPROVAL OF MINUTES - Mr. Denesha moved to approve the minutes of November 10, 2025, seconded by Mr. Reagen, Mr. Smithers, and Mr. Gennett, and carried by a voice vote with fourteen (14) yes votes and one (1) absent (Terminelli).

3. LEGISLATOR – JIM REAGEN

A. Calling Upon New York State Governor Kathy Hochul and the New York State Department of Health to Immediately Act to Preserve North Star Health Alliance as a Critical Part of the North Country Health Care System – Mr. Reagen moved to forward this resolution to Full Board, seconded by Mr. Forsythe, Mr. Sheridan, Mr. Smithers, Ms. Haggard, Mr. Lightfoot, Mr. Denesha, and Mr. Perkins.

Ms. Terminelli arrived to the meeting at 5:34 p.m.

Mr. Lightfoot asked to be added as a cosponsor to the resolution.

Mr. Smithers asked to be added as a cosponsor to the resolution.

Motion carried unanimously by a voice vote with fifteen (15) yes votes.

4. INFORMATION TECHNOLOGY – RICK JOHNSON

A. Authorization for Local Consent Agreements with the New York State Division of Homeland Security & Emergency Services (NYS DHSES) for the Cybersecurity Grant Program for Federal Fiscal Years for Multifactor Authentication (MFA) Hard Tokens – Mr. Hull moved to forward this resolution to Full Board, seconded by Mr. Forsythe and Mr. Levato, and carried unanimously by a voice vote with fifteen (15) yes votes.

B. Cybersecurity Insurance Information (Discussion) – Mr. Johnson

5. PLANNING – JASON PFOTENHAUER

A. Authorizing the Chair to Sign a Geographic Information System (GIS) Hosting Agreement Extension with the Development Authority of the North Country – Mr. Forsythe moved to forward this resolution to Full Board, seconded by Mr. Hull.

Ms. Terminelli left the meeting at 5:58 p.m.

Mr. Hull left the meeting at 6:01 p.m.

Ms. Terminelli returned to the meeting at 6:02 p.m.

Mr. Hull returned to the meeting at 6:02 p.m.

Mr. Forsythe moved to amend the fourth (4th) WHEREAS of the resolution to reflect corrected hosting fees of $3,200 for the year 2026 and $5,800 for the years 2027, 2028, 2029, and 2030, seconded by Mr. Reagen, and carried unanimously by a voice vote with fifteen (15) yes votes.

The resolution, as amended, carried unanimously by a voice vote with fifteen (15) yes votes.

B. Modifying the 2025 Budget for the Planning Office for the Sale of Equipment from the County Transit System – Mr. Forsythe moved to forward this resolution to Full Board, seconded by Mr. Smithers, and carried unanimously by a voice vote with fifteen (15) yes votes.

C. Authorizing the Chair to Sign an Addendum to the Mobility Management Contract with Volunteer Transportation Center, Inc. and Modifying the 2026 Budget for the Planning Office for the County Transit System – Mr. Forsythe moved to forward this resolution to Full Board, seconded by Mr. Perkins, and carried unanimously by a voice vote with fifteen (15) yes votes.

D. Authorizing the Chair to Sign a Revised 2025 Contract Extension for First Mile Last Mile with Volunteer Transportation Services, Inc. and Modifying the 2025 Budget for the Planning Office for the County Transit System – Mr. Forsythe moved to forward this resolution to Full Board, seconded by Mr. Smithers, and carried unanimously by a voice vote with fifteen (15) yes votes.

E. Authorizing the Chair to Sign a Revised 2026 Contract Extension for First Mile Last Mile with Volunteer Transportation Center, Inc. and Modifying the 2026 Budget for the Planning Office for the County Transit System – Mr. Forsythe moved to forward this resolution to Full Board, seconded by Mr. Hull, and carried unanimously by a voice vote with fifteen (15) yes votes.

6. HUMAN RESOURCES - JONNIE DOROTHY

A. Authorizing the Chair to Sign a Contract with Symetra Life Insurance Company for Group Life Insurance Coverage – Mr. Forsythe moved to forward this resolution to Full Board, seconded by Mr. Reagen, and carried unanimously by a voice vote with fifteen (15) yes votes.

7. COUNTY ADMINISTRATOR'S REPORT – RUTH DOYLE

Ms. Doyle reported a transfer of funds for the County Clerk's Office in the amount of $1,000 to support rent for the Ogdensburg DMV location. A new rent rate was negotiated for 2025 and the new rate did not get caught in the 2025 Budget.

The Old Jail windows have arrived and are being installed. The Surrogate Building windows are expected next week and will become priority once they have arrived. When the Surrogate Building window installment is completed, priority will return to the Old Jail until Spring.

This coming Thursday, the kick-off meeting for the Courthouse Improvement Project will occur at 12:30 p.m. in the Board Room.

The replacement of the Surrogate stairs is nearing substantial completion on December 15th. The weather has delayed progress on the project this week.

The Buildings & Grounds Committee will meet this Wednesday, December 10.

Ms. Doyle said that there were reports of ImageMate Online being unavailable. ImageMate Online was purchased by Beacon and transitioned in October, and the County website should be transitioned to Beacon's portal. If folks are still having difficulty accessing this feature, please reach out to the Real Property Office.

This Wednesday, December 10, will be the Quarterly Meeting with Children's Services Staff.

This Thursday, December 11, the Coroner Program Committee will meet.

At 10:00 a.m. on Thursday, December 11, there will be a meeting to review Solid Waste operations in Ogdensburg, which will occur at the Ogdensburg Highway Outpost.

The annual meeting to elect officers for the Canton Human Services Initiative, the organization that owns the Human Services Center building, will be this Thursday afternoon.

Ms. Doyle gave a reminder that there is no meeting on December 29, but the Organizational Board Meeting will be on Friday, January 2.

A. Highway Facility Status - Jody Wenzel, Risk Manager (Discussion) – Mr. Wenzel

8. OLD/NEW BUSINESS - Mr. Denesha asked that Alex McKinnen or Mark Hall present an update on DANC to the Board.

A. Arming of Probation Officers Update - Tim LePage, Director of Probation (Discussion) – Mr. LePage

9. COMMITTEE REPORTS

A. Agriculture & Farmland Protection Board (Denesha) – No report

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) – No report

E. Environmental Management Council (Terminelli) – No report

F. Fire Advisory Board (Denesha) – No report

G. Jury Board (Sheridan) – No report

H. Local Government Task Force (Forsythe) – Mr. Forsythe and Mr. Webster

I. Planning Board (Hull) – Mr. Hull

Mr. Forsythe moved to go to Executive Session at 6:35 p.m., to discuss litigation and negotiations, seconded by Mr. Smithers, and carried unanimously by a voice vote with fifteen (15) yes votes.

10. EXECUTIVE SESSION

A straw poll vote was taken during executive session, which carried unanimously with fifteen (15) yes votes.

Mr. Lightfoot moved to go to Open Session at 7:12 p.m., seconded by Mr. Smithers, and carried unanimously by a voice vote with fifteen (15) yes votes.

11. ADJOURNMENT

Mr. Forsythe moved to adjourn the meeting, seconded by Mr. Levato and Mr. Hull, and carried unanimously by a voice vote with fifteen (15) yes votes.

Chair Curran adjourned the Operations Committee Meeting at 7:13 p.m., as there was no further business.

12. COMPLIANCE TRAINING FOR LEGISLATORS - JODY WENZEL, COMPLIANCE OFFICER

Compliance training was provided by Jody Wenzel, Compliance Officer, and was attended by all fifteen (15) legislators.