



**ST. LAWRENCE COUNTY
BOARD MEETING
MONDAY, AUGUST 24, 2026
LEGISLATIVE CHAMBERS AND LIVE VIA
WWW.STLAWCO.GOV
5:00 PM**

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF THE AGENDA

IV. PRESENTATION OF RESOLUTIONS:

1. Mr. Lightfoot **SETTING THE ALLOCATION ALGORITHM FOR WORKERS' COMPENSATION PLAN PARTICIPANTS FOR 2027, 2028, AND 2029**
2. Ms. Curran **AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH TOTAL ADMINISTRATIVE SERVICES CORPORATION (TASC) FOR THE TRANSITION OF FLEXIBLE SPENDING ACCOUNT ADMINISTRATION SERVICES EFFECTIVE SEPTEMBER 1, 2026**
- RC 3. Ms. Terminelli **AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH GEOTAB USA, INC. FOR THE IMPLEMENTATION OF GEOTAB VEHICLE TRACKING DEVICES AND GO FOCUS FORWARD-FACING CAMERAS IN ALL THE COUNTY ENTERPRISE FLEET VEHICLES AND MODIFYING THE 2026 BUDGET FOR THE COUNTY ADMINISTRATOR'S OFFICE**
- RC 4. Mr. Denesha,
 Mr. Lightfoot,
 Mr. Webster **AUTHORIZING THE CHAIR TO SIGN CONTRACTS AND COMPLETE THE PARKING LOT REPLACEMENT PROJECT FOR THE LOTS ADJACENT TO THE ST. LAWRENCE COUNTY COURTHOUSE, THE PUBLIC SAFETY COMPLEX, AND THE HB SMITH BUILDING, AND MODIFYING THE 2026 BUDGET FOR THE COUNTY ADMINISTRATOR'S OFFICE**
- RC 5. Mr. Denesha,
 Mr. Lightfoot,
 Mr. Webster **AUTHORIZING THE COUNTY ADMINISTRATOR TO SIGN CHANGE ORDERS RELATED TO THE COURTHOUSE BUILDING IMPROVEMENT PROJECT AND MODIFYING THE 2026 BUDGET FOR THE CAPITAL PROJECT**

August 24, 2026

- RC 6. Mr. Denesha,
 Mr. Lightfoot,
 Mr. Webster **AUTHORIZING THE CHAIR TO SIGN AN AGREEMENT
WITH GYMO ARCHITECTURE, ENGINEERING & LAND
SURVEYING FOR PROFESSIONAL ENGINEERING
SERVICES FOR THE DEMOLITION OF SIX (6)
STRUCTURES AND THE CONSTRUCTION OF A NEW
FACILITY FOR BUILDINGS & GROUNDS AND
MODIFYING THE 2026 BUDGET FOR THE COUNTY
ADMINISTRATORS OFFICE**

V. CHAIR'S APPOINTMENTS

VI. ADJOURNMENT

August 24, 2026

RESOLUTION NO.

**SETTING THE ALLOCATION ALGORITHM FOR WORKERS' COMPENSATION
PLAN PARTICIPANTS FOR 2027, 2028, AND 2029**

By Mr. Lightfoot, District 3

WHEREAS, St. Lawrence County established a Workers' Compensation Plan for County, City, Town, and Village employees by Local Laws 1 and 2 of 1956, and

WHEREAS, Local Law 3 of 1993 provides that the apportionment algorithm shall be established for three (3) years, and

WHEREAS, the County Board of Legislators last set said apportionment formula in 2023 by Resolution 141-2023, and

WHEREAS, for the past fifteen (15) years, the St. Lawrence County Workers' Compensation Plan has used an algorithm which, in whole or part, uses a three (3) year average of experience as a percentage of the allocation, which percentage is currently one hundred (100%) percent experience and actuarial based, and

WHEREAS, an allocation formula using risk and experience-based rating places emphasis on safety in the workplace, and

WHEREAS, an allocation formula in which the non-real property factor is based on the plan participants' payroll, employees' job risk categories and experience results in apportioning costs in a manner more closely related to factors generating risk that are in control of the participants,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators sets the allocation algorithm for the St. Lawrence County Self-Insurance Plan participants for the years 2027, 2028 and 2029 as follows:

BE IT FURTHER RESOLVED that for the years 2027, 2028, and 2029, the allocation formula shall be one-hundred percent (100%) risk-payroll experience, and

BE IT FURTHER RESOLVED that the risk-payroll-experience amount shall be calculated as follows: Payroll, excluding payroll for paid firefighters and fire drivers, for each participant shall be aggregated into one hundred (\$100) dollar units by New York Compensation Insurance Rating Board (NYCIRB) promulgated class code rates then in effect, and the resulting amount shall be adjusted by an experience modifier, which shall be calculated in accordance with generally accepted underwriting principles and, as approved by the County Attorney and the payroll attributable to a participant's paid firefighters, and paid fire drivers and the per capita charges for volunteer firefighters and volunteer rescue squad members shall not be attributed to all plan participants on a pro rate share for purposes of calculating the allocation of cost under this algorithm, and such attribution shall not change or affect the employment relationship of paid personnel of the status of the relation of volunteers to the respective municipal participants, and

BE IT FURTHER RESOLVED that the year-over-year loss development experience may be either a paid or incurred basis, and

BE IT FURTHER RESOLVED that the St. Lawrence County Self-Insurance Plan Administrator may take appropriate steps to execute the directives and intent of this resolution and consistent with any other state law or local law or resolution of the Board of Legislators.

August 24, 2026

RESOLUTION NO.

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH TOTAL ADMINISTRATIVE SERVICES CORPORATION (TASC) FOR THE TRANSITION OF FLEXIBLE SPENDING ACCOUNT ADMINISTRATION SERVICES EFFECTIVE SEPTEMBER 1, 2026

By Ms. Curran, District 15

WHEREAS, at the Operations Committee Meeting held on Monday, August 10, 2026, a resolution was approved to transition flexible spending services for employees to a new vendor, and

WHEREAS, on August 12, 2026, Human Resources received notice from The Preferred Group that they have ceased operations and are no longer conducting business effective immediately and indicated that plan sponsors (St. Lawrence County) may contact Total Administrative Services Corporation (TASC) for transition services, and

WHEREAS, HR contacted TASC to request accelerating transition services and were provided the option of transitioning to TASC effective September 1, 2026 with the same terms and conditions of the original agreement (T5090608 860FB),

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with Total Administrative Services Corporation (TASC) for Flexible Spending Account Administration Services for September 1, 2026 through December 31, 2030, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the Board of Legislators authorizes up to two (2) optional one (1) year extensions of this agreement with the same terms and conditions, if the work completed is to the satisfaction of the County without additional approvals, and

BE IT FURTHER RESOLVED that updates will be provided by the Director of Human Resources annually.

August 24, 2026

RESOLUTION NO.

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH GEOTAB USA, INC.
FOR THE IMPLEMENTATION OF GEOTAB VEHICLE TRACKING DEVICES AND
GO FOCUS FORWARD-FACING CAMERAS IN ALL THE COUNTY ENTERPRISE
FLEET VEHICLES AND MODIFYING THE 2026 BUDGET FOR THE COUNTY
ADMINISTRATOR'S OFFICE**

By Ms. Terminelli, District 14

WHEREAS, Resolution No. 208-2026 was adopted as a result of the Board-appointed committee recommendation for adding Global Positioning System (GPS) devices and forward-facing cameras to the fleet, and

WHEREAS, St. Lawrence County leases vehicles to departments for official business purposes, our current fleet count is one hundred thirty-eight (138) vehicles and the cost per vehicle is \$27.25 per month with a commitment period of thirty-six (36) months to commence September 1, 2026, through October 1, 2029, and

WHEREAS, improvement of operational efficiency and enhancement of driver safety are priorities of St. Lawrence County, and

WHEREAS, Geotab devices provide tracking technology in real-time location data, route history, and usage reports that support these priorities and the use of the GPS tracking devices shall be conducted in compliance with all applicable privacy, employment, and data protection laws, and

WHEREAS, employees and authorized drivers will be notified in writing of the installation and purpose of the devices as well as a front-facing camera,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with Geotab USA, Inc. for the implementation of Geotab vehicle tracking devices and Go Focus forward-facing cameras in all the County Enterprise fleet vehicles, for a period not less than 3 years, upon approval of the County Attorney,

BE IT FURTHER RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2026 Budget for the County Administrator's Office, as follows:

DECREASE APPROPRIATIONS:

B1019904 49700	B SPEC Contingency Account	\$4,000
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INCREASE APPROPRIATIONS:

BCG16404 42004	GPS Software	\$4,000
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August 24, 2026

RESOLUTION NO.

**AUTHORIZING THE CHAIR TO SIGN CONTRACTS AND COMPLETE THE
PARKING LOT REPLACEMENT PROJECT FOR THE LOTS ADJACENT TO THE
ST. LAWRENCE COUNTY COURTHOUSE, THE PUBLIC SAFETY COMPLEX, AND
THE HB SMITH BUILDING, AND MODIFYING THE 2026 BUDGET FOR THE
COUNTY ADMINISTRATOR'S OFFICE**

By Mr. Denesha, District 6; Mr. Lightfoot, District 3; and Mr. Webster, District 11

WHEREAS, St. Lawrence County has reviewed the needs associated with the parking lots in and around the Court Street and Judson Street Campus, and

WHEREAS, after careful review and options considered, a proposal has been prepared that would include replacement completed by a mix of county forces and contractors to take up the existing lot, replace any damaged culverts and open up appropriate drainage, and replace the asphalt and prepare the lots for striping at the Court House, the Public Safety Complex, and the HB Smith Building, and

WHEREAS, as stewards of county facilities, it is important to monitor and address the parking lots to ensure that the visiting public and employees are safe when coming to and leaving facilities owned and operated by the County, and

WHEREAS, as a part of completing the recent and ongoing projects in each of these facilities, it is important to finish the work with safe areas to park when visiting or working in these facilities, and

WHEREAS, the parking lot replacement project will include milling and paving, drainage, striping of the parking lots, lighting, and security,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign contracts and complete the Parking Lot Replacement Project for the Court House, the Public Safety Complex, and the HB Smith Building, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that as a part of the replacement project, a schedule for preventive maintenance will be created and annually requested as part of the budget process that would seal and stripe the parking lots on a schedule, and

BE IT FURTHER RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2026 Budget for the County Administrator's Office as follows:

DECREASE UNAPPROPRIATED FUND BALANCE:

01TG0911 50300	Fund Balance, Unreserved Unappropriated	\$1,230,000
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INCREASE APPROPRIATED FUND BALANCE:

01TG0910 50300	Fund Balance, Unreserved Appropriated	\$1,230,000
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INCREASE APPROPRIATIONS:

T6199509 90600	T IFT GF Transfer to CP	\$1,230,00
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INCREASE REVENUE:

T6650319 90100	T IFT CP Transfer from GF	\$1,230,000
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INCREASE APPROPRIATIONS:

BG619974 43007 BDUP	BLDG Upgrades County Facilities	\$1,230,000
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August 24, 2026

RESOLUTION NO.

**AUTHORIZING THE COUNTY ADMINISTRATOR TO SIGN CHANGE ORDERS
RELATED TO THE COURTHOUSE BUILDING IMPROVEMENT PROJECT AND
MODIFYING THE 2026 BUDGET FOR THE CAPITAL PROJECT**

By Mr. Denesha, District 6; Mr. Lightfoot, District 3; and Mr. Webster, District 11

WHEREAS, Resolution 204-2026 allowed a five percent (5%) contingency change order allowance of \$142,000 to cover any added expenses for the Courthouse Building Improvement Project, of which \$38,107 has been utilized to date, and

WHEREAS, during the planning of the project, it was determined that there was a portion of the planned renovation work not included in the regular scope of work, specific to the replacement of equipment to support the environment in the facility, and

WHEREAS, a total of fifteen (15) fan coil units were not incorporated into the original contract, and the cost for the purchase and installation of those fan coil units totals \$224,989.42 between

- Trane (HVAC Contractor) \$119,536.07,
- Tel Inc (Electrical Contractor) \$3,937, and
- Burns Brothers (Mechanical Contractor) \$101,516.35, and

WHEREAS, the equipment requested is essential for the completion of the entire renovation project in order to maintain optimal environmental operational efficiency,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the County Administrator to sign change orders related to the Courthouse Building Improvement Project related to the remainder of the fan coil units, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2026 Budget for the Courthouse Building Improvement Capital Project as follows:

DECREASE UNAPPROPRIATED FUND BALANCE:

01TG0911 50300	Fund Balance, Unreserved Unappropriated	\$225,000
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INCREASE APPROPRIATED FUND BALANCE:

01TG0910 50300	Fund Balance, Unreserved Appropriated	\$225,000
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INCREASE APPROPRIATIONS:

T6199509 90600 CB	T IFT GF Transfer to CP	\$225,000
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INCREASE REVENUE:

T6650319 90100 CB	T IFT CP Transfer From GF	\$225,000
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INCREASE APPROPRIATIONS:

BG619974 43007 CB	Court Building Facility Improvements	\$225,000
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August 24, 2026

RESOLUTION NO.

**AUTHORIZING THE CHAIR TO SIGN AN AGREEMENT WITH GYMO
ARCHITECTURE, ENGINEERING & LAND SURVEYING FOR PROFESSIONAL
ENGINEERING SERVICES FOR THE DEMOLITION OF SIX (6) STRUCTURES AND
THE CONSTRUCTION OF A NEW FACILITY FOR BUILDINGS & GROUNDS AND
MODIFYING THE 2026 BUDGET FOR THE COUNTY ADMINISTRATORS OFFICE**

By Mr. Denesha, District 6; Mr. Lightfoot, District 3; and Mr. Webster, District 11

WHEREAS, the Staff in Buildings & Grounds play a critical role in supporting the operations, safety, and upkeep of all departments for the County, and

WHEREAS, two concerns in the Judson Street entrance to the Court House parking lot create ongoing difficulties, and they include insufficient parking and delivery access to the loading dock that could be remedied with the demolition of the former jail yard, the carriage house, the buildings and grounds shop along with most of the addition to the former jail constructed in the 1980s, and

WHEREAS, the current Buildings & Grounds facility has deteriorated significantly due to age, structural issues, and outdated facilities, replacing the current maintenance building with a modern, energy-efficient facility will improve safety, enhance productivity, and reduce long-term operational expenses, and

WHEREAS, the Sears Building and the Warehouse, both located in the parking lot at the HB Smith Building, have also deteriorated beyond their useful life and removing those two structures, while improving the grade of the site would provide an ideal location for a new office for Buildings and Grounds as well as a light shop and project management area, and

WHEREAS, the County held a competitive process through the issuance of a Request for Proposals (RFP), and six (6) proposals were received, and after careful consideration, the two lowest bidders were interviewed and the recommendation is for Gymo Engineering & Land Surveying as the lowest responsible bidder at a cost not to exceed \$237,500, and

WHEREAS, the services provided by Gymo will include, but not be limited to, schematic design, design development, construction document preparation, and bid phase assistance for the demolition of two (2) existing metal buildings, the new building design, lighting, power, mechanical and plumbing components, interior finishes, as well as code review and compliance,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign an agreement with Gymo Architecture, Engineering & Land Surveying for Professional Engineering Services for the demolition of six (6) structures and the construction of a new facility for Buildings & Grounds, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2026 Budget for the County Administrator's Office as follows:

DECREASE UNAPPROPRIATED FUND BALANCE:

01TG0911 50300	Fund Balance, Unreserved Unappropriated	\$237,500
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INCREASE APPROPRIATED FUND BALANCE:

01TG0910 50300	Fund Balance, Unreserved Appropriated	\$237,500
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INCREASE APPROPRIATIONS:

T6199509 90600 BGF	T IFT GF Transfer to CP	\$237,500
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INCREASE REVENUE:

T6650319 90100 BGF	T IFT CP Transfer from GF	\$237,500
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INCREASE APPROPRIATIONS:

BG619974 430ED BGF	B&G Facility Engineering Design	\$237,500
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