



# Onondaga County Legislature

**COLLEEN A. GUNNIP**

County Legislator – 4<sup>th</sup> District

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## WAYS & MEANS COMMITTEE AGENDA

*Livestream Available: <https://www.facebook.com/OnondagaCountyLegislature>*

**10:30 a.m.**  
**April 30, 2024**

**Legislative Chambers, 407 Court House**  
**401 Montgomery Street, Syracuse**

- A. Approval of the Minutes of the Previous Meeting
- B. Presentation of Resolutions and Local Laws:

### CONSENT AGENDA

- 1. **SHERIFF:**
  - a. Authorizing an Agreement with the Town of Otisco for the Provision of Enhanced Police Services and Amending the 2024 County Budget (\$10,000) *(Sponsored by Mr. Olson)*
- 2. **OFFICE OF ENVIRONMENT:**
  - a. Amending the 2024 Onondaga County Budget to Accept Grant Funds from the New York State Department of Environmental Conservation (\$156,000) *(Sponsored by Ms. Abbott)*

### REGULAR AGENDA

- 1. **TRANSPORTATION:**
  - a. Amending the 2024 County Budget to Provide for the Appropriation of General Fund Balance for the Marcellus Maintenance Facility Sewer Connection Project (\$450,000) *(Sponsored by Ms. Cody)*
  - b. **BOND:** A Resolution Authorizing Various Bridge Improvement Projects in and for the County of Onondaga, New York, at a Maximum Estimated Cost of \$1,400,000, and Authorizing the Issuance of \$1,400,000 Bonds of Said County to Pay Costs Thereof (\$1,400,000) *(Sponsored by Ms. Cody)*

- c. **BOND:** A Resolution Authorizing the Reconstruction and Construction of Improvements to Various Highways in and for the County of Onondaga, New York, at a Maximum Estimated Cost of \$5,412,000, and Authorizing the Issuance of \$5,412,000 Bonds of Said County to Pay Costs Thereof (\$5,412,000) *(Sponsored by Ms. Cody)*
  - d. Amending the 2024 County Budget to Pay in the First Instance 100 Percent of the Federal and State Aid Eligible Costs at a Maximum Amount of \$3,800,000 for the Construction Phase of the Bear Road Paving Project, PIN 3756.77, and Authorizing Execution of Agreements (\$3,800,000) *(Sponsored by Ms. Cody)*
  - e. Amending the Design (Scoping I-VI) and Right-of-Way Incidentals Phase of the Canalways Trail Salina Extension Project, PIN 3756.22 by \$950,000, and Increasing the Authorization to Pay in the First Instance 100% of the Federal Aid Eligible Costs by \$760,000, Amending Res No. 64-2019, and Authorizing the Execution of Agreements (\$760,000) *(Sponsored by Ms. Cody)*
  - f. Amending the 2024 County Budget to Pay in the First Instance 100 Percent of the Federal and State Aid Eligible Costs at a Maximum Amount of \$988,000 for the Construction Phase of the Lakeshore Road Bridge Over Maple Creek (C-7) Project, PIN 3756.73, and Authorizing Execution of Agreements (\$988,000) *(Sponsored by Ms. Cody)*
  - g. Amending the 2024 County Budget and Authorizing the County to Pay in the First Instance 100 Percent of the Non-Federal Aid Eligible Costs at a Total Maximum Amount of \$1,175,000 for the Design (Scoping I-VI) and Construction Phases of the Oak Orchard Road Over Youngs Creek Culvert (C-123) Replacement Project, PIN 3757.32, and Authorizing Execution of Agreements (\$1,175,000) *(Sponsored by Ms. Cody)*
  - h. Amending the 2024 County Budget to Fund in the First Instance 100 Percent of the Federal Aid Eligible Costs at a Maximum Amount of \$1,149,500 for the Design (Scoping I-VI) and Construction Phases of the Tuttle Road Bridge Over Tuttle Brook (C-218) Project, PIN 3755.76, and Authorizing Execution of Agreements, and Rescinding Resolution No. 54-2021 (\$1,149,500) *(Sponsored by Ms. Cody)*
  - i. Amending the 2024 County Budget to Fund in the First Instance 100 Percent of the Federal Aid Eligible Costs at a Maximum Amount of \$1,365,150 for the Design (Scoping I-VI) and Construction Phases of the West Dead Creek Road Bridge Over Dead Creek (C-230) Project, Pin 3757.21, and Authorizing Execution of Agreements (\$1,365,150) *(Sponsored by Ms. Cody)*
- 2. **ONONDAGA COMMUNITY COLLEGE:**
    - a. Calling for a Public Hearing on the Tentative 2024-2025 Budget of the Onondaga Community College (May 28, 2024 at 10:15 a.m.)
  - 3. **COUNTY LEGISLATURE:**
    - a. Updating the Office Hours for the Offices of the County Clerk, County Treasurer, Clerk of the Legislature, and Civil Office of the Sheriff *(Sponsored by Mr. Burtis)*
  - 4. **PERSONNEL:**
    - a. Personnel Resolution

C. Adjournment

# Consent 1a.

May 7, 2024

Motion Made By Mr. Olson

RESOLUTION NO. \_\_\_\_\_

## AUTHORIZING AN AGREEMENT WITH THE TOWN OF OTISCO FOR THE PROVISION OF ENHANCED POLICE SERVICES AND AMENDING THE 2024 COUNTY BUDGET

WHEREAS, the Town of Otisco has requested the Onondaga County Sheriff's Office to provide the Town with enhanced police patrols to address public safety issues, enforce the Vehicle and Traffic Law and Town laws, and provide other enhanced services as may be requested by the Town from time to time; and

WHEREAS, the Onondaga County Sheriff's Office is willing to provide said enhanced services contingent upon reimbursement of associated costs, including, but not limited to, overtime and vehicle costs, which total costs will not exceed \$10,000 for fiscal year 2024; and

WHEREAS, the parties desire to enter into an Intermunicipal Agreement for the provision of said enhanced services, and it is the desire of this Legislature to authorize said agreement; now, therefore be it

RESOLVED, that the County Executive is hereby authorized to enter into contracts with the Town of Otisco, pursuant to the provisions of the New York State General Municipal Law, to provide the Town with enhanced police patrols and to implement the intent of this resolution; and, be it further

RESOLVED, said contract shall provide for reimbursement by the Town of the costs associated with said services; and, be it further

RESOLVED, said enhanced services shall be limited to the appropriation made by the Town, if any, for said services which shall commence in 2024, and may be renewed on an annual basis subject to annual Town appropriations for each renewal year; and, be it further

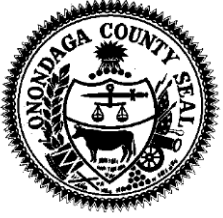
RESOLVED, that the 2024 County budget be amended as follows:

### REVENUES:

In Admin Unit 7900000000	
Sheriff's Office	
In Speed Type #410020	
In Project 782203	
Reimbursed OT Details	
In Account 590042-Oth Pub Safety Oth Govts	\$10,000

### APPROPRIATIONS:

In Admin Unit 7900000000	
Sheriff's Office	
In Speed Type #410020	
In Project 782203	
Reimbursed OT Details	
In Account 641020 – Overtime Wages	\$10,000



## ONONDAGA COUNTY SHERIFF'S OFFICE PROGRAM AND FINANCIAL INFORMATION SHEET

### **PURPOSE:**

Authorize the County Executive to sign an agreement with the Town of Otisco for enhanced police services provided by the Sheriff's deputies on an overtime basis.

### **OBJECTIVE/ WORK PLAN:**

Many towns – such as Pompey, Van Buren, Salina, and Fabius – have had contracts for enhanced patrol services for several years. These are renewed annually after the Sheriff's Office determines the costs for that year.

From time to time, other towns or villages may request enhanced patrol services also. The Sheriff's Office would like to be able to accommodate them by entering into similar agreements.

### **FUNDING SOURCE:**

The Town of Otisco will be responsible for paying all associated costs – including overtime rate of deputy, vehicle use costs, and administrative and liability costs. The total overtime rate for 2024 has been determined to be \$92.76.

### **BUDGET:**

The Town of Otisco has appropriated not to exceed \$10,000 in their annual budget for the total amount of money they would like to spend for services. The Sheriff's Office charges the hourly rate determined each year.

An amendment is needed to the 2024 County budget for the revenues and appropriations associated with this contract.

May 7, 2024

Motion Made By Ms. Abbott

RESOLUTION NO. \_\_\_\_\_

AMENDING THE 2024 ONONDAGA COUNTY BUDGET TO ACCEPT GRANT FUNDS FROM THE NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION

WHEREAS, the New York State Department of Environmental Conservation (NYSDEC) Water Quality Improvement Project (WQIP) program has awarded the County of Onondaga funding in the amount of \$156,000 for the Winding Way Streambank Stabilization Project; and

WHEREAS, it is necessary to include such funds in the Onondaga County Office of the Environment’s 2024 budget and authorize the execution of agreements; now, therefore be it

RESOLVED, that the County Executive is authorized to execute agreements and such other documents as may be reasonably necessary to implement the intent of this resolution; and, be it further

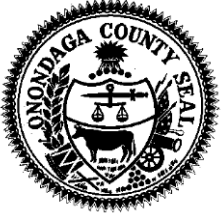
RESOLVED, that the 2024 County budget be amended as follows:

REVENUES:

In Admin Unit 3600000000	
Office of the Environment	
Speed Type #191015	
Project 721008	
Winding Way	
In Acct. 590028	
St Aid – Home & Comm Svc	\$156,000

APPROPRIATIONS:

In Admin Unit 3600000000	
Office of the Environment	
Speed Type #191015	
Project 721008	
Winding Way	
In Acct. 694080	
Professional Services	\$156,000



**DEPARTMENT  
PROGRAM AND FINANCIAL INFORMATION SHEET**

**PURPOSE:**

This is a budget transfer resolution to accept grant funding through the NYSDEC WQIP Program.

**OBJECTIVE/ WORK PLAN:**

Onondaga County will partner with Skaneateles Lake Association (SLA) to install a check dams, vegetated swales and soil stabilizing mats in two intermittent streams in the Town of Skaneateles within the Winding Way residential neighborhood. The project will reduce the velocity of stormwater flow and reduce sediment loading to nearby Skaneateles Lake. The County will act as a pass-through for funding in contracting with SLA and Winding Way Association.

**FUNDING SOURCE:**

Funding is through the New York State Department of Environmental Conservation's (NYSDEC) Water Quality Improvement Project (WQIP) for non-agricultural nonpoint source projects or programs that improve a documented water quality impairment, promote flood risk reduction, enhanced flood and climate resiliency, and restoration or that protect a drinking water source.

**BUDGET:**

\$156,000

May 7, 2023

Motion Made By Ms. Cody

RESOLUTION NO. \_\_\_\_\_

AMENDING THE 2024 COUNTY BUDGET TO PROVIDE FOR THE APPROPRIATION OF GENERAL FUND BALANCE FOR THE MARCELLUS MAINTENANCE FACILITY SEWER CONNECTION PROJECT

WHEREAS, it is necessary to amend the 2024 County Budget to appropriate funds from general fund balance for the purposes of implementing the Marcellus Maintenance Facility Sewer Connection Project; now, therefore be it

RESOLVED, that the 2024 County Budget is amended as follows:

APPROPRIATIONS:

In Admin Unit 23850000000	
Interfund Transfer/Contr Unclassified	
Speed Type #140541	
Acct. 668700 Transfer To Co Road Fund	\$450,000

REVENUES:

In Admin Unit 23850000000	
Interfund Transfer/Contr Unclassified	
Speed Type #140541	
In Account 590083 – Appropriated Fund Balance	\$450,000

APPROPRIATIONS:

In Admin Unit 9310000000	
County Road Fund	
In Speed Type #534030	
In Acct. 674600 Provision for Capital Projects	\$450,000

REVENUES:

In Admin Unit 9310000000	
County Road Fund	
In Speed Type #534030	
In Acct. 590070 Interfund Transfer - Non Debt Svc	\$450,000

**DEPARTMENT:** TRANSPORTATION

**Project:** Marcellus Maintenance Facility Sewer Connection

**Purpose:** Reduce Operating Costs/Efficiency, Maintain Existing Investment, Addition Capacity

**Level of Development:** Intermediate

**Project Description:**

The project consists of installing a new sanitary sewer system extending approximately 650-feet, connecting to the Town of Marcellus public sewer system. Excavation, backfill, structures and pipe, and pavement repairs will be required to complete the work. Easements will also be required to acquire the necessary property rights for the sewer system.

**Project Cost Summary:**

FUNDING SOURCE:	Pre-2024	2024	2025	2026	2027	2028	2029	6yr Total	Total:
Borrowing to be Authorized	0	450						450	450
Pay as You Go	50							0	50
<b>TOTALS</b>	<b>50</b>	<b>450</b>						<b>450</b>	<b>500</b>

**Project Detail and Status:**

The Department of Transportation’s Marcellus Maintenance Facility is supported by a private sanitary septic system for sewer collection and discharge. Due to septic system limitations, DOT is unable to wash the DOT fleet with the necessary chemicals needed to maximize their useful life. In addition, reoccurring fees for septic tank cleanout are required. The goal of this project is to connect this DOT facility to the Town of Marcellus public sewer system. This will simplify daily operations, reduce fees, and result in a better maintained fleet of vehicles.

The project consists of design and construction phases. The work includes a new sanitary sewer system extending approximately 650-feet, connecting to the Town of Marcellus public sewer system. Excavation, backfill, new structures and pipe, and pavement repairs will be required in order to complete the work. Easements will also be required to acquire the necessary property rights for the sewer improvements.

The design will be completed in 2023, and bids will be received for construction to begin in 2024. To accomplish this project, \$50,000 is estimated for the design phase and \$450,000 for the construction and inspection phase.

**In Spring 2024 we intend to seek legislative authorization for \$450,000 in debt.**



May 7, 2024

Motion Made By Ms. Cody

RESOLUTION NO. \_\_\_\_\_

BOND RESOLUTION

A RESOLUTION AUTHORIZING VARIOUS BRIDGE IMPROVEMENT PROJECTS IN AND FOR THE COUNTY OF ONONDAGA, NEW YORK, AT A MAXIMUM ESTIMATED COST OF \$1,400,000, AND AUTHORIZING THE ISSUANCE OF \$1,400,000 BONDS OF SAID COUNTY TO PAY COSTS THEREOF

THEREFORE, BE IT RESOLVED, by the affirmative vote of not less than two-thirds of the total voting strength of the County Legislature of the County of Onondaga, New York, as follows:

Section 1. Various bridge improvement projects, including retaining walls and approaches thereto, as well as incidental costs, are hereby authorized in and for the County of Onondaga, New York, at a maximum estimated cost of \$1,400,000.

Section 2. The plan for the financing thereof is by the issuance of \$1,400,000 bonds of said County, hereby authorized to be issued therefor pursuant to the provisions of the Local Finance Law.

Section 3. It is hereby determined that the period of probable usefulness of the aforesaid class of objects or purposes is twenty years pursuant to subdivision 10 of paragraph a of Section 11.00 of the Local Finance Law.

Section 4. The faith and credit of said County of Onondaga, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such bonds as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such bonds becoming due and payable in such year. To the extent not available from other sources, there shall annually be levied on all the taxable real property of said County a tax sufficient to pay the principal of and interest on such bonds as the same become due and payable.

Section 5. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the issuance and sale of the bonds herein authorized, including renewals of such notes, is hereby delegated to the Chief Fiscal Officer of such County. Such notes shall be of such terms, form and contents, and shall be sold in such manner, as may be prescribed by said Chief Fiscal Officer, consistent with the provisions of the Local Finance Law.

Section 6. All other matters except as provided herein relating to the bonds herein authorized including the date, denominations, maturities and interest payment dates, within the limitations prescribed herein and the manner of execution of the same, including the consolidation with other issues, and also the ability to issue bonds with substantially level or declining annual debt service, shall be determined by the Chief Fiscal Officer, the chief fiscal officer of such County. Such bonds shall contain substantially the recital of validity clause provided for in Section 52.00 of the Local Finance Law, and shall otherwise be in such form and contain such recitals, in addition to those required by Section 51.00 of the Local Finance Law, as the Chief Fiscal Officer shall determine consistent with the provisions of the Local Finance Law.

Section 7. The validity of such bonds and bond anticipation notes may be contested only if:

- 1) Such obligations are authorized for an object or purpose for which said County is not authorized to expend money, or
- 2) The provisions of law which should be complied with the date of publication of this resolution are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or
- 3) Such obligations are authorized in violation of the provisions of the Constitution.

Section 8. The County Executive is authorized to enter into contracts to implement the intent of this resolution. In the event that General Fund Operating Surplus Funds are available at the end of the fiscal year, and if the Chief Fiscal Officer of Onondaga County deems it fiscally advantageous to use surplus funds rather than borrowing, all or a portion of the cost of the improvements authorized herein shall be paid using such surplus funds. Further, in the event that General Fund Operating Surplus Funds are so utilized, then the authorization to issue bonds provided within this resolution is hereby rescinded accordingly, reduced by the amount of funds utilized.

Section 9. This resolution shall constitute a statement of official intent for purposes of Treasury Regulations Section 1.150-2. Other than as specified in this resolution, no monies are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside with respect to the permanent funding of the object or purpose described herein.

Section 10. This resolution, which takes effect immediately, shall be published in summary form in the Syracuse Post Standard, the official newspaper of said County, together with a notice of the Clerk of the County Legislature in substantially the form provided in Section 81.00 of the Local Finance Law.

ADOPTED: AYES \_\_\_\_\_ NAYS \_\_\_\_\_ ABSENT \_\_\_\_\_

Dated: \_\_\_\_\_

APPROVED: \_\_\_\_\_  
County Executive, Onondaga County

LEGAL NOTICE OF ESTOPPEL

The bond resolution, summary of which is published herewith, has been adopted on May 7, 2024, and the validity of the obligations authorized by such resolution may be hereafter contested only if such obligations were authorized for an object or purpose for which the County of Onondaga, New York, is not authorized to expend money, or if the provisions of law which should have been complied with as of the date of publication of this notice were not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of publication of this notice, or such obligations were authorized in violation of the provisions of the Constitution.

A complete copy of the resolution summarized herewith is available for public inspection during regular business hours at the Office of the Clerk of the County Legislature for a period of twenty days from the date of publication of this Notice.

Dated: Syracuse, New York,  
\_\_\_\_\_ 2024.

\_\_\_\_\_  
Clerk, County Legislature

**BOND RESOLUTION DATED MAY 7, 2024.**

**A RESOLUTION AUTHORIZING VARIOUS BRIDGE IMPROVEMENT PROJECTS IN AND FOR THE COUNTY OF ONONDAGA, NEW YORK, AT A MAXIMUM ESTIMATED COST OF \$1,400,000, AND AUTHORIZING THE ISSUANCE OF \$1,400,000 BONDS OF SAID COUNTY TO PAY COSTS THEREOF**

Object or purpose:	Various bridge improvement projects
Maximum estimated cost:	\$1,400,000
Period of probable usefulness:	Twenty years
Amount of obligations to be issued:	\$1,400,000 bonds

**DEPARTMENT:** TRANSPORTATION

**Project:** Bridges

**Purpose:** Public/Employee Safety/Health, Reduce Operating Costs/Efficiency, Maintain Existing Investment, Federal/State Mandate, Community/Economic Development

**Level of Development:** Ongoing

**Project Description:**

This program addresses the maintenance and repair of bridges within the County highway system.

**Project Cost Summary:**

<b>FUNDING SOURCE:</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>6yr Total</b>	<b>Total:</b>
Borrowing to be Authorized		1,400	1,456	1,514	1,575	1,638	1,703	9,286	9,286
Pay as You Go	1580	250	260	270	281	292	304	1,657	3,237
<b>TOTALS</b>	<b>1,580</b>	<b>1,650</b>	<b>1,716</b>	<b>1,784</b>	<b>1,856</b>	<b>1,930</b>	<b>2,007</b>	<b>10,943</b>	<b>12,523</b>

**Project Detail and Status:**

The Department of Transportation operates an ongoing bridge construction program, using Department forces, to maintain the 210 bridges within the County highway system in a safe and acceptable condition. Site selection is determined through inspection results. Contract forces, frequently with State and Federal aid, undertake larger projects.

The New York State Department of Transportation conducts an annual inspection of all bridges in the State with a span of twenty feet or greater. Each bridge receives a condition rating based on a scale of zero to seven. The Onondaga County Department of Transportation's goal is to raise the average condition rating of its bridges to over five. The increased annual funding of this project reflects the Department's efforts to meet this goal.

May 7, 2024

Motion Made By Ms. Cody

RESOLUTION NO. \_\_\_\_\_

BOND RESOLUTION

A RESOLUTION AUTHORIZING THE RECONSTRUCTION AND CONSTRUCTION OF IMPROVEMENTS TO VARIOUS HIGHWAYS IN AND FOR THE COUNTY OF ONONDAGA, NEW YORK, AT A MAXIMUM ESTIMATED COST OF \$5,412,000, AND AUTHORIZING THE ISSUANCE OF \$5,412,000 BONDS OF SAID COUNTY TO PAY COSTS THEREOF

THEREFORE, BE IT RESOLVED, by the affirmative vote of not less than two-thirds of the total voting strength of the County Legislature of the County of Onondaga, New York, as follows:

Section 1. The reconstruction and construction of improvements to various highways, including widening and resurfacing projects, intersection improvements, as well as sidewalks, curbs, gutters, drainage, landscaping, grading or improving rights-of-way and other improvements and costs incidental thereto, is hereby authorized in and for the County of Onondaga, New York, at a maximum estimated cost of \$5,412,000.

Section 2. The plan for the financing thereof is by the issuance of \$5,412,000 bonds of said County, hereby authorized to be issued therefor pursuant to the provisions of the Local Finance Law.

Section 3. It is hereby determined that the period of probable usefulness of the aforesaid class of objects or purposes is fifteen years pursuant to subdivision 20(c) of paragraph a of Section 11.00 of the Local Finance Law.

Section 4. The faith and credit of said County of Onondaga, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such bonds as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such bonds becoming due and payable in such year. To the extent not available from other sources, there shall annually be levied on all the taxable real property of said County a tax sufficient to pay the principal of and interest on such bonds as the same become due and payable.

Section 5. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the issuance and sale of the bonds herein authorized, including renewals of such notes, is hereby delegated to the Chief Fiscal Officer of such County. Such notes shall be of such terms, form and contents, and shall be sold in such manner, as may be prescribed by said Chief Fiscal Officer, consistent with the provisions of the Local Finance Law.

Section 6. All other matters except as provided herein relating to the bonds herein authorized including the date, denominations, maturities and interest payment dates, within the limitations prescribed herein and the manner of execution of the same, including the consolidation with other issues, and also the ability to issue bonds with substantially level or declining annual debt service, shall be determined by the Chief Fiscal Officer, the chief fiscal officer of such County. Such bonds shall contain substantially the recital of validity clause provided for in Section 52.00 of the Local Finance Law, and shall otherwise be in such form and contain such recitals, in addition to those required by Section 51.00 of the Local Finance Law, as the Chief Fiscal Officer shall determine consistent with the provisions of the Local Finance Law.

Section 7. The validity of such bonds and bond anticipation notes may be contested only if:

- 1) Such obligations are authorized for an object or purpose for which said County is not authorized to expend money, or
- 2) The provisions of law which should be complied with the date of publication of this resolution are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or
- 3) Such obligations are authorized in violation of the provisions of the Constitution.

Section 8. The County Executive is authorized to enter into contracts to implement the intent of this resolution. In the event that General Fund Operating Surplus Funds are available at the end of the fiscal year, and if the Chief Fiscal Officer of Onondaga County deems it fiscally advantageous to use surplus funds rather than borrowing, all or a portion of the cost of the improvements authorized herein shall be paid using such surplus funds. Further, in the event that General Fund Operating Surplus Funds are so utilized, then the authorization to issue bonds provided within this resolution is hereby rescinded accordingly, reduced by the amount of funds utilized.

Section 9. This resolution shall constitute a statement of official intent for purposes of Treasury Regulations Section 1.150-2. Other than as specified in this resolution, no monies are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside with respect to the permanent funding of the object or purpose described herein.

Section 10. This resolution, which takes effect immediately, shall be published in summary form in the Syracuse Post Standard, the official newspaper of said County, together with a notice of the Clerk of the County Legislature in substantially the form provided in Section 81.00 of the Local Finance Law.

ADOPTED: AYES \_\_\_\_\_ NAYS \_\_\_\_\_ ABSENT \_\_\_\_\_

Dated: \_\_\_\_\_

APPROVED: \_\_\_\_\_  
 County Executive, Onondaga County

LEGAL NOTICE OF ESTOPPEL

The bond resolution, summary of which is published herewith, has been adopted on May 7, 2024, and the validity of the obligations authorized by such resolution may be hereafter contested only if such obligations were authorized for an object or purpose for which the County of Onondaga, New York, is not authorized to expend money, or if the provisions of law which should have been complied with as of the date of publication of this notice were not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of publication of this notice, or such obligations were authorized in violation of the provisions of the Constitution.

A complete copy of the resolution summarized herewith is available for public inspection during regular business hours at the Office of the Clerk of the County Legislature for a period of twenty days from the date of publication of this Notice.

Dated: Syracuse, New York,  
\_\_\_\_\_ 2024.

\_\_\_\_\_  
Clerk, County Legislature

BOND RESOLUTION DATED MAY 7, 2024.

A RESOLUTION AUTHORIZING THE RECONSTRUCTION AND CONSTRUCTION OF IMPROVEMENTS TO VARIOUS HIGHWAYS IN AND FOR THE COUNTY OF ONONDAGA, NEW YORK, AT A MAXIMUM ESTIMATED COST OF \$5,412,000, AND AUTHORIZING THE ISSUANCE OF \$5,412,000 BONDS OF SAID COUNTY TO PAY COSTS THEREOF

Object or purpose:	Reconstruction and construction of improvements to various highways
Maximum estimated cost:	\$5,412,000
Period of probable usefulness:	Fifteen years
Amount of obligations to be issued:	\$5,412,000 bonds

**DEPARTMENT:** TRANSPORTATION

**Project:** Capital Highway Construction

**Purpose:** Public/Employee Safety/Health, Reduce Operating Costs/Efficiency, Maintain Existing Investment, Community/Economic Development, Maximize Outside Funding

**Level of Development:** Ongoing

**Project Description:**

This project involves construction of major highway improvements.

**Project Cost Summary:**

<b>FUNDING SOURCE:</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>6yr Total</b>	<b>Total:</b>
Borrowing to be Authorized		1,470	400	400	400	300	300	3,270	3,270
State Aid	915	450	1,875	1,787	1,637	937	900	7,586	8,501
Federal Aid	9120	7,680	16,000	17,200	15,200	5,000	4,800	65,880	75,000
Pay as You Go	1365							0	1,365
<b>TOTALS</b>	<b>11,400</b>	<b>9,600</b>	<b>18,275</b>	<b>19,387</b>	<b>17,237</b>	<b>6,237</b>	<b>6,000</b>	<b>76,736</b>	<b>88,136</b>

**Project Detail and Status:**

This project encompasses major highway improvements as follows:

1. Traffic Capacity - includes improvements to signalization, grading, and alignment using designs based upon the projection of traffic volumes 20 years into the future.
2. Accident Reduction - using NYS "Accident Location Information System" (ALIS) accident rate reports, improvements to pavement quality, highway geometrics, road shoulders, turning lanes, traffic control devices, guide rail, and the elimination of roadside hazards, are made in an effort to reduce the accident rates at identified locations.
3. Green Infrastructure - Projects under this category would utilize means and methods of green infrastructure to encourage the retention and infiltration of storm water runoff.
4. Maintenance Costs - improvements such as full depth replacement of the pavement, paved shoulders, improved drainage, and provisions for sub base drainage are made to extend the pavement life of highways.
5. Right of Way Acquisitions – the purchase of needed Rights of Way necessary to complete the programmed projects. The program's focus is to preserve our highway system consistent with the New York State Department of Transportation's Forward Four Guiding Principles. This "preservation first" strategy is being implemented as part of this capital plan to keep pavements in a state of good repair in order to realize a lower-cost preservation cycle, as opposed to using a "worst first" approach.

Individual highway projects are at various stages of development. Due to the severely rising costs of construction and the need to maintain an even flow of funding, some projects have been funded over multiple years. The projects are the following:

Locally Administered, Federally Aided Highway and Bridge Construction projects have been funded as part of this plan. Projects include Onondaga Lake Canalways Trail Salina Extension, Old Liverpool Road Paving, and the Bear Road Paving projects.



**DEPARTMENT:** TRANSPORTATION

**Project:** Cold Mix Bituminous Paving

**Purpose:** Public/Employee Safety/Health, Reduce Operating Costs/Efficiency, Maintain Existing

**Level of Development:** Ongoing

**Project Description:**

This project entails the repaving of the 375 miles of secondary County roads on a rotating basis.

**Project Cost Summary:**

<b>FUNDING SOURCE:</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>6yr Total</b>	<b>Total:</b>
Borrowing to be Authorized		1,800	1,500	1,000	750	400		5,450	5,450
Pay as You Go	1390	500	1,700	2,800	3,500	4,500	5,450	18,450	19,840
State Aid	2099	1,640	1,640	1,640	1,640	1,640	1,640	9,840	11,939
<b>TOTALS</b>	<b>3,489</b>	<b>3,940</b>	<b>4,840</b>	<b>5,440</b>	<b>5,890</b>	<b>6,540</b>	<b>7,090</b>	<b>33,740</b>	<b>37,229</b>

**Project Detail and Status:**

The cold mix bituminous paving program is designed to maintain 375 centerline miles of the low volume County cold mix highway system. The cold mix bituminous pavement is laid with a paving machine, and then surface treatment is applied.

The program's focus is to preserve the cold mix roads using a data driven, system-wide decision-making approach. Consistent with the New York State Department of Transportation's Forward Four Guiding Principles, a "preservation first" strategy is being implemented as part of this capital plan to keep good cold mix roads in a state of good repair in order to realize a lower-cost preservation cycle, as opposed to using a "worst first" approach.

Pavement ratings and traffic volumes will be used as a basis in the selection of the needed highway work. In addition, the importance of each highway as it relates to the overall transportation system will be considered as well.

**DEPARTMENT:** TRANSPORTATION

**Project:** Repaving Program (Hot Mix Bituminous)

**Purpose:** Public/Employee Safety/Health, Reduce Operating Costs/Efficiency, Maintain Existing Investment, Community/Economic Development, Maximize Outside Funding

**Level of Development:** Ongoing

**Project Description:**

This program provides for the repaving of major, high volume County roads to maintain our investment in the transportation system.

**Project Cost Summary:**

<b>FUNDING SOURCE:</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>6yr Total</b>	<b>Total:</b>
State Aid	4688	5,147	5,147	5,147	5,147	5,147	5,147	30,882	35,570
Pay as You Go	3340	2,038	3,100	5,500	7,200	8,700	11,800	38,338	41,678
Borrowing to be Authorized	0	1,762	2,000	1,000	500	750		6,012	6,012
<b>TOTALS</b>	<b>8,028</b>	<b>8,947</b>	<b>10,247</b>	<b>11,647</b>	<b>12,847</b>	<b>14,597</b>	<b>16,947</b>	<b>75,232</b>	<b>83,260</b>

**Project Detail and Status:**

This ongoing bituminous hot mix program, which began in 1978, is designed to protect the County's investment in 428 centerline miles, equating to 477 two lane equivalent highway miles of higher-type roads.

The program's focus is to preserve the hot mix roads using a data driven, system-wide decision-making approach. Consistent with the New York State Department of Transportation's Forward Four Guiding Principles, a "preservation first" strategy is being implemented as part of this capital plan to keep good hot mix roads in a state of good repair in order to realize a lower-cost preservation cycle, as opposed to using a "worst first" approach.

Pavement ratings and traffic volumes will be used as a basis in the selection of the needed highway work. In addition, the importance of each highway as it relates to the overall transportation system will be considered as well.

**DEPARTMENT:** TRANSPORTATION

**Project:** Traffic Systems Management

**Purpose:** Public/Employee Safety/Health, Reduce Operating Costs/Efficiency, Maintain Existing

**Level of Development:** Ongoing

**Project Description:**

This program addresses Traffic System improvements on County highways.

**Project Cost Summary:**

<b>FUNDING SOURCE:</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>6yr Total</b>	<b>Total:</b>
Borrowing to be Authorized		380	395	411	427	444	462	2,519	2,519
Pay as You Go	364							0	364
<b>TOTALS</b>	<b>364</b>	<b>380</b>	<b>395</b>	<b>411</b>	<b>427</b>	<b>444</b>	<b>462</b>	<b>2,519</b>	<b>2,883</b>

**Project Detail and Status:**

This program provides funds to upgrade various County highway intersections to improve traffic flow and safety. Highway capacity and safety can be increased at minimal cost on many County roads through intersection improvements. These projects are identified through our ongoing traffic count program, or through the use of the Accident Location Information System (ALIS). Types of work included in this classification are:

- Traffic signal installation or modification.
- Addition of turning lanes at an intersection.
- Complete intersection reconstruction including signals, adequate lanes and shoulders, paving, striping, roadside hazard elimination, etc.

The Department is constantly working to acquire Federal and State funds to supplement this program.

May 7, 2024

Motion Made By Ms. Cody

RESOLUTION NO. \_\_\_\_\_

AMENDING THE 2024 COUNTY BUDGET TO PAY IN THE FIRST INSTANCE 100 PERCENT OF THE FEDERAL AND STATE AID ELIGIBLE COSTS AT A MAXIMUM AMOUNT OF \$3,800,000 FOR THE CONSTRUCTION PHASE OF THE BEAR ROAD PAVING PROJECT, PIN 3756.77, AND AUTHORIZING EXECUTION OF AGREEMENTS

WHEREAS, a project known as the Bear Road Paving Project, PIN 3756.77, funded for in Title 23 US Code, as amended, calls for the apportionment of the costs of such project to be allocated at the ratio of 80 percent federal funds (\$3,200,000) and 20 percent non-federal funds (\$800,000) for a total Project cost of \$4,000,000; and

WHEREAS, the State of New York requires Onondaga County to commit to contributing up to 100 percent of the non-federal share of the construction phase of this project, and to pay in the first instance the total federal share of the cost of the construction phase, filing afterwards for reimbursement of eligible costs; and

WHEREAS, State funds are available to cover 75 percent of the non-federal share of the project (\$600,000), which Onondaga County is required to pay in the first instance, and local dollars are available to cover the remaining non-federal share; and

WHEREAS, Onondaga County desires to advance the project and to pay in the first instance the federal and state share of the costs (\$3,800,000) for the above project, in addition to the local share, filing afterwards for reimbursement of eligible costs; now, therefore be it

RESOLVED, that the County Legislature hereby approves the project, agrees to participate in the project, agrees to pay up to 100 percent of the non-federal share of the project and agrees to pay in the first instance 100 percent of the total federal and state share of the project; and, be it further

RESOLVED, that the County Executive is hereby authorized to execute agreements and such other documents as may reasonably be needed to implement the intent of this resolution, and to provide for County participation in the cost of the local share of the project; and, be it further

RESOLVED, that the 2024 County Budget Capital Project Fund 40021 be amended as follows:

REVENUES:

In Admin Unit 9310000000

Highway Division

Speed Type #532309

In Project 535200

Bear Road Paving Project, Phase 3 - Construction

In Account 590014

Federal Aid Highway Capital Projects

\$3,800,000

APPROPRIATIONS:

In Admin Unit 9310000000

Highway Division

Speed Type #532309

Capital Project 535200

\$3,800,000

Bear Road Paving Project, Phase 3 - Construction



DEPARTMENT OF TRANSPORTATION

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MARTIN E. VOSS  
Commissioner

MEMORANDUM IN SUPPORT

**TITLE:** AMENDING THE 2024 COUNTY BUDGET TO PAY IN THE FIRST INSTANCE 100 PERCENT OF THE FEDERAL AND STATE AID ELIGIBLE COSTS AT A MAXIMUM AMOUNT OF \$3,800,000 FOR THE CONSTRUCTION PHASE OF THE BEAR ROAD PAVING PROJECT, PIN 3756.77, AND AUTHORIZING EXECUTION OF AGREEMENTS

**Purpose:** This legislation will authorize the Comptroller to pay in the first instance \$3,800,000 of federal and state reimbursable monies for the Construction phase of the Bear Road 2R Paving Project, PIN 3756.77.

**Summary:** The work will include milling with a two-course asphalt pavement treatment (including isolated full depth reconstruction) between Sandy Lane and New York State Route 11 in the Town of Clay and the Village of North Syracuse. Approximately 2700-feet of new sidewalk will also be constructed along the south side of Bear Road between Richardson Drive and NYS Route 11, which is in the vicinity of the Bear Road Elementary School. Other work consists of guide rail, striping, sign, and drainage improvements. Construction is anticipated in 2025.

**Fiscal Impact:** This authorization is for the Construction phase of the project, which is funded with 80% Federal dollars, 15% State dollars, and 5% local dollars. The local share cost of \$200,000 has been funded through OCDOT's previous workplans.

May 7, 2024

Motion Made By Ms. Cody

RESOLUTION NO. \_\_\_\_\_

AMENDING THE DESIGN (SCOPING I-VI) AND RIGHT-OF-WAY INCIDENTALS PHASE OF THE CANALWAYS TRAIL SALINA EXTENSION PROJECT, PIN 3756.22 BY \$950,000, AND INCREASING THE AUTHORIZATION TO PAY IN THE FIRST INSTANCE 100% OF THE FEDERAL AID ELIGIBLE COSTS BY \$760,000, AMENDING RES NO. 64-2019, AND AUTHORIZING THE EXECUTION OF AGREEMENTS

WHEREAS, by Resolution No. 64-2019, the County Legislature approved the project for the Canalways Trail Salina Extension Project, PIN 3756.22; agreed to pay in the first instance the total federal share of the cost of the design (Scoping I-VI) and right-of-way incidentals phase; provided for County participation in the cost of the local share of the project; authorized the County Comptroller to pay in the first instance up to \$680,000 and to amend the Capital Project Fund 40021; and

WHEREAS, the total additional cost for the project is \$950,000 and the additional non-federal share of the costs of the design (Scoping I-VI) and right-of-way incidentals phase is estimated to be \$190,000, such amount being 20% of the total additional cost, and the additional federal share is estimated to be \$760,000, such amount being 80% of the total additional cost; and

WHEREAS, with the additional cost, the total cost for the project is now \$1,800,000, and the non-federal share of the costs of the design (Scoping I-VI) and right-of-way incidentals phase is estimated to now be \$360,000, such amount being 20% of the total cost, and the federal share is estimated to now be \$1,440,000, such amount being 80% of the total cost; and

WHEREAS, the Onondaga County desires to advance the project and to pay in the first instance the federal share of the costs (\$1,440,000) for the above project, filing afterwards for reimbursement of eligible costs, and to fund the non-federal share (\$360,000) with DOT capital funds; now, therefore be it

RESOLVED, that the Canalways Trail Salina Extension Project authorized by Resolution No. 64-2019 is hereby amended to provide for the additional costs for the design (Scoping I-VI) and right-of-way incidentals phase; and, be it further

RESOLVED, that the County Legislature approves the project, as amended, to include the additional costs, and agrees to pay in the first instance 100 percent of the total federal share of the project; and, be it further

RESOLVED, that the County Executive is hereby authorized to execute agreements and such other documents as may reasonably be needed to implement the intent of this resolution, and to provide for County participation in the cost of the local share of the project; and, be it further

RESOLVED, that Resolution No. 64-2019 hereby is amended to be consistent with this resolution, and the County is authorized to pay in the first instance the additional funds beyond those funds provided in Resolution No. 64-2019, subject to reimbursement; and, be it further

RESOLVED, that the 2024 County Budget Capital Project Fund 40021 be amended as follows:

REVENUES:

In Admin Unit 9310000000

Highway Division

Speed Type #532309

In Project 535196

Canalways Trail Salina Extension - Phase 1 - Amend Design

In Account 590014

Federal Aid Highway Capital Projects \$760,000

APPROPRIATIONS:

In Admin Unit 9310000000

Highway Division

Speed Type #532309

Capital Project 535196

Canalways Trail Salina Extension – Phase 1 – Amend Design \$760,000





DEPARTMENT OF TRANSPORTATION

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MEMORANDUM IN SUPPORT

**TITLE:** AMENDING THE DESIGN (SCOPING I-VI) AND RIGHT-OF-WAY INCIDENTALS PHASE OF THE CANALWAYS TRAIL SALINA EXTENSION PROJECT, PIN 3756.22 BY \$950,000, AND INCREASING THE AUTHORIZATION TO PAY IN THE FIRST INSTANCE 100% OF THE FEDERAL AID ELIGIBLE COSTS BY \$760,000, AMENDING RES NO. 64-2019, AND AUTHORIZING THE EXECUTION OF AGREEMENTS

**Purpose:** This legislation will authorize the Comptroller to pay in the first instance \$760,000 of federal reimbursable monies for the Design & Right-of-Way Incidentals phases of the Canalways Trail Salina Extension Project, PIN 3756.22.

**Summary:** The objective of this project is to complete the County's Onondaga Lake Trail System by constructing 2.25 miles from Murphy's Island in the City of Syracuse to the trailhead at Bloody Brook in the Town of Salina. This multi-use asphalt transportation trail will be 10 feet in width. Construction is anticipated in 2026.

**Fiscal Impact:** Previously in 2019, OCDOT came before the Legislature (Resolution #64) to fund the preliminary design phase (including right of way incidental costs) of the project. This request for additional monies is necessary to fund the final design phase of the project, which is funded with 80% Federal Dollars and 20% local dollars. The local share cost of the project in the amount of \$190,000 has been authorized through OCDOT's Workplans.

May 7, 2024

Motion Made By Ms. Cody

RESOLUTION NO. \_\_\_\_\_

AMENDING THE 2024 COUNTY BUDGET TO PAY IN THE FIRST INSTANCE 100 PERCENT OF THE FEDERAL AND STATE AID ELIGIBLE COSTS AT A MAXIMUM AMOUNT OF \$988,000 FOR THE CONSTRUCTION PHASE OF THE LAKESHORE ROAD BRIDGE OVER MAPLE CREEK (C-7) PROJECT, PIN 3756.73, AND AUTHORIZING EXECUTION OF AGREEMENTS

WHEREAS, a project known as the Lakeshore Road Bridge over Maple Creek (C-7) Project, PIN 3756.73, funded for in Title 23 US Code, as amended, calls for the apportionment of the costs of such project to be allocated at the ratio of 80 percent federal funds (\$832,000) and 20 percent non-federal funds (\$208,000) for a total Project cost of \$1,040,000; and

WHEREAS, the State of New York requires Onondaga County to commit to contributing up to 100 percent of the non-federal share of the construction phase of this project, and to pay in the first instance the total federal share of the cost of the construction phase, filing afterwards for reimbursement of eligible costs; and

WHEREAS, State funds are available to cover 75 percent of the non-federal share of the project (\$156,000), which Onondaga County is required to pay in the first instance, and local dollars are available to cover the remaining non-federal share; and

WHEREAS, Onondaga County desires to advance the project and to pay in the first instance the federal and state share of the costs (\$988,000) for the above project, in addition to the local share, filing afterwards for reimbursement of eligible costs; now, therefore be it

RESOLVED, that the County Legislature hereby approves the project, agrees to participate in the project, agrees to pay up to 100 percent of the non-federal share of the project and agrees to pay in the first instance 100 percent of the total federal and state share of the project; and, be it further

RESOLVED, that the County Executive is hereby authorized to execute agreements and such other documents as may reasonably be needed to implement the intent of this resolution, and to provide for County participation in the cost of the local share of the project; and, be it further

RESOLVED, that the 2024 County Budget Capital Project Fund 40021 be amended as follows:

REVENUES:

In Admin Unit 9310000000

Highway Division

Speed Type #532309

In Project 535201

Lakeshore Road Bridge Project – Phase 3 - Construction

In Account 590014

Federal Aid Highway Capital Projects

\$988,000

APPROPRIATIONS:

In Admin Unit 9310000000

Highway Division

Speed Type #532309

Capital Project 535201

Lakeshore Road Bridge Project - Phase 3 – Construction \$988,000



DEPARTMENT OF TRANSPORTATION

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MARTIN E. VOSS  
Commissioner

MEMORANDUM IN SUPPORT

**TITLE:** AMENDING THE 2024 COUNTY BUDGET TO PAY IN THE FIRST INSTANCE 100 PERCENT OF THE FEDERAL AND STATE AID ELIGIBLE COSTS AT A MAXIMUM AMOUNT OF \$988,000 FOR THE CONSTRUCTION PHASE OF THE LAKESHORE ROAD BRIDGE OVER MAPLE CREEK (C-7) PROJECT, PIN 3756.73, AND AUTHORIZING EXECUTION OF AGREEMENTS

**Purpose:** This legislation will authorize the Comptroller to pay in the first instance \$988,000 of federal and state reimbursable monies for the Construction phase of the Lakeshore Road Bridge over Maple Creek (C-7) Project, PIN 3756.73.

**Summary:** The bridge, located in the Town of Cicero approximately 1,100-feet north of NYS Route 31, is in disrepair and must be rehabilitated. It is a single span structure comprised of concrete box beams supported on concrete abutments founded on spread footings. The concrete box beams show evidence of leakage. The proposed work includes replacing the bridge superstructure with prestressed post-tensioned concrete structural slabs on which a poured concrete deck will be placed. Also, substructure concrete repairs of the abutments and wingwalls will be completed. Construction is anticipated to be in 2025.

**Fiscal Impact:** This authorization is for the Construction phase of the project, which is funded with 80% Federal dollars, 15% State dollars, and 5% local dollars. The local share cost of \$58,000 has been programmed through OCDOT's previous workplans.

May 7, 2024

Motion Made By Ms. Cody

RESOLUTION NO. \_\_\_\_\_

AMENDING THE 2024 COUNTY BUDGET AND AUTHORIZING THE COUNTY TO PAY IN THE FIRST INSTANCE 100 PERCENT OF THE NON-FEDERAL AID ELIGIBLE COSTS AT A TOTAL MAXIMUM AMOUNT OF \$1,175,000 FOR THE DESIGN (SCOPING I-VI) AND CONSTRUCTION PHASES OF THE OAK ORCHARD ROAD OVER YOUNGS CREEK CULVERT (C-123) REPLACEMENT PROJECT, PIN 3757.32, AND AUTHORIZING EXECUTION OF AGREEMENTS

WHEREAS, the Oak Orchard Road over Youngs Creek Culvert (C-123) Replacement Project, PIN 3757.32, funded for in Title 23 US Code, as amended, calls for the apportionment of the costs for the design (Scoping I-VI) phase to be allocated at the ratio of 0 percent federal funds and 100 percent non-federal funds (\$175,000), and for the apportionment of the costs for the construction phase to be allocated at the ratio of 0 percent federal funds and 100 percent non-federal funds (\$1,000,000), for a total Project cost of \$1,175,000 between such phases; and

WHEREAS, State funds are available to cover 100 percent of the non-federal share of the project (\$1,175,000); and

WHEREAS, the State of New York requires Onondaga County to commit to paying in the first instance the total non-federal share (\$1,175,000) for the design (Scoping I-VI) and construction phases, filing afterwards for reimbursement of eligible costs; and

WHEREAS, the State of New York requires Onondaga County to commit to paying for all project costs that exceed the total non-federal share (\$1,175,000) as awarded under the Bridge NY Program, and that construction will begin no later than 24 months after award and be completed within 30 months thereafter; and

WHEREAS, the County of Onondaga desires to advance the project and to pay in the first instance the non-federal share of the costs (\$1,175,000) for the above project; now, therefore be it

RESOLVED, that the County Legislature approves the project, agrees to participate in the project, agrees to pay for all project costs that exceed the total non-federal share, agrees to comply with the terms of the Bridge NY Program, and agrees to pay in the first instance 100 percent of the total non-federal share of the project; and, be it further

RESOLVED, that the County Executive is authorized to execute agreements and such other documents as may be reasonably necessary to implement the intent of this resolution, providing for County participation in the project, and to pay in the first instance the non-federal share of the costs, up to \$1,175,000; and, be it further

RESOLVED, that the 2024 County Budget Capital Project Fund 40021 be amended as follows:

REVENUES:

In Admin. Unit 9310000000  
Highway Division  
Speed Type #532309  
Capital Project 535212  
Oak Orchard Culvert – Phase 1 & 3 - Design & Construction

In Account 590014  
Federal Aid Highway Capital Projects \$1,175,000

APPROPRIATIONS:

In Admin Unit 9310000000  
Highway Division  
Speed Type #532309  
Capital Project 535212  
Oak Orchard Culvert – Phase 1 & 3 - Design & Construction \$1,175,000

## COUNTY OF ONONDAGA



## DEPARTMENT OF TRANSPORTATION

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Commissioner

## MEMORANDUM IN SUPPORT

**TITLE:** AMENDING THE 2024 COUNTY BUDGET AND AUTHORIZING THE COUNTY TO PAY IN THE FIRST INSTANCE 100 PERCENT OF THE NON-FEDERAL AID ELIGIBLE COSTS AT A TOTAL MAXIMUM AMOUNT OF \$1,175,000 FOR THE DESIGN (SCOPING I-VI) AND CONSTRUCTION PHASES OF THE OAK ORCHARD ROAD OVER YOUNGS CREEK CULVERT (C-123) REPLACEMENT PROJECT, PIN 3757.32, AND AUTHORIZING EXECUTION OF AGREEMENTS

**Purpose:** This legislation will authorize the Comptroller to pay in the first instance \$1,175,000 of State (non-federal) reimbursable monies for the design and construction phases of the Oak Orchard Road over Youngs Creek Culvert (C-123) Replacement Project, PIN 3757.32.

**Summary:** This culvert, located in the Town of Clay near the intersection of Oak Orchard Road with Caughdenoy Road, needs to be replaced. The existing three sided concrete box culvert, which was built in 1939, has deteriorated to the point where replacement is required. The extensive concrete deterioration is evident throughout the deck bottom and walls, which is covered with map cracking and efflorescence. Hands on inspection revealed areas of hollow sounding concrete, spalled concrete and exposed rebar. The concrete delamination has progressively worsened over the past decade. This structure is beyond repair and will be replaced with a four-sided precast concrete box culvert. Construction is anticipated in 2027.

**Fiscal Impact:** This authorization is for the design and construction phases of this project, which is funded with 0% Federal Dollars, and 100% State Dollars (non-federal share) through the Bridge NY Program. A local share cost will only be incurred if the project cost exceeds the non-federal share of \$1,175,000.

May 7, 2024

Motion Made By Ms. Cody

RESOLUTION NO. \_\_\_\_\_

AMENDING THE 2024 COUNTY BUDGET TO FUND IN THE FIRST INSTANCE 100 PERCENT OF THE FEDERAL AID ELIGIBLE COSTS AT A MAXIMUM AMOUNT OF \$1,149,500 FOR THE DESIGN (SCOPING I-VI) AND CONSTRUCTION PHASES OF THE TUTTLE ROAD BRIDGE OVER TUTTLE BROOK (C-218) PROJECT, PIN 3755.76, AND AUTHORIZING EXECUTION OF AGREEMENTS, AND RESCINDING RESOLUTION NO. 54-2021

WHEREAS, a project for the Tuttle Road Bridge, C-218, PIN 3755.76, funded for in Title 23 US Code, as amended, calls for the apportionment of costs for the design (Scoping I-VI) phase to be allocated at the ratio of 95 percent federal funds (\$73,150) and 5 percent non-federal funds (\$3,850), and for the apportionment of the costs for the construction phase to be allocated at the ratio of 95 percent federal funds (\$1,076,350) and 5 percent non-federal funds (\$56,650), for a total Project cost of \$1,210,000; and

WHEREAS, the State of New York requires Onondaga County to contribute up to 100 percent of the non-federal share of the design (Scoping I-VI) and construction phases of this project, and to pay in the first instance the total federal share of the cost of the design (Scoping I-VI) and construction phases; and

WHEREAS, the State of New York requires Onondaga County to commit to paying for the local share cost and all costs that exceed the total project budget of \$1,210,000, as awarded under the Bridge NY Program, and that construction will begin no later than 24 months after the program award and be completed within 30 months thereafter; and

WHEREAS, the County of Onondaga desires to advance the project and to pay in the first instance the federal share of the costs for the above project (\$1,149,500), in addition to the non-federal share of the project costs (\$60,500), filing afterward for reimbursement of eligible costs; now, therefore be it

RESOLVED, that the County Legislature hereby approves the project, agrees to participate in the project, agrees to pay for all project costs that exceed the total project budget, agrees to comply with the terms of the Bridge NY Program, and agrees to pay in the first instance 100 percent of the federal share of the project; and, be it further

RESOLVED, that the County Executive is hereby authorized to execute agreements and such other documents as may reasonably be needed to implement the intent of this resolution, and providing for County participation in the cost of the local share of the project; and, be it further

RESOLVED, that the County Comptroller is hereby authorized to pay in the first instance up to \$1,149,500; and, be it further

RESOLVED, that Resolution No. 54-2021 is hereby rescinded; and, be it further

RESOLVED, that the 2024 County Budget Capital Project Fund 40021 be amended as follows:

REVENUES:

In Admin Unit 9310000000  
Highway Division  
Speed Type #532309  
Capital Project 535187



Tuttle Road Bridge - Phase 1 & 3 - Design & Construction  
In Account 590014  
Federal Aid Highway Capital Projects \$1,149,500

APPROPRIATIONS:

In Admin Unit 9310000000  
Highway Division  
Speed Type #532309  
Capital Project 535187  
Tuttle Road Bridge - Phase 1 & 3 - Design & Construction \$1,149,500



DEPARTMENT OF TRANSPORTATION

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MARTIN E. VOSS  
Commissioner

MEMORANDUM IN SUPPORT

**TITLE:** AMENDING THE 2024 COUNTY BUDGET TO FUND IN THE FIRST INSTANCE 100 PERCENT OF THE FEDERAL AID ELIGIBLE COSTS AT A MAXIMUM AMOUNT OF \$1,149,500 FOR THE DESIGN (SCOPING I-VI) AND CONSTRUCTION PHASES OF THE TUTTLE ROAD BRIDGE OVER TUTTLE BROOK (C-218) PROJECT, PIN 3755.76, AND AUTHORIZING EXECUTION OF AGREEMENTS, AND RESCINDING RESOLUTION NO. 54-2021

**Purpose:** This legislation will authorize the Comptroller to pay in the first instance \$1,149,500 of federal reimbursable monies for the Design and Construction phases of the Tuttle Road Bridge, C-218, PIN 3755.76. Because this project is now funded through the Bridge NY Program, the previous first instance construction resolution is also being rescinded.

**Summary:** This project, in the Town of Cicero 0.4 miles north of NYS 31, involves rehabilitating the Tuttle Road Bridge over Tuttle Brook. The work includes replacing the structural deck and the steel facia girders, repairing the existing steel girders to remain, and concrete substructure repairs. Guiderail and the approach pavement will also be improved to match the new bridge deck elevation. Construction is anticipated to be in 2025.

**Fiscal Impact:** This authorization is for the design and construction phases of the project, which is funded with 95% Federal Dollars through the Bridge NY Program, and 5% local dollars. The local share cost of \$56,650 is being programmed through OCDOT's workplans.

May 7, 2024

Motion Made By Ms. Cody

RESOLUTION NO. \_\_\_\_\_

AMENDING THE 2024 COUNTY BUDGET TO FUND IN THE FIRST INSTANCE 100 PERCENT OF THE FEDERAL AID ELIGIBLE COSTS AT A MAXIMUM AMOUNT OF \$1,365,150 FOR THE DESIGN (SCOPING I-VI) AND CONSTRUCTION PHASES OF THE WEST DEAD CREEK ROAD BRIDGE OVER DEAD CREEK (C-230) PROJECT, PIN 3757.21, AND AUTHORIZING EXECUTION OF AGREEMENTS

WHEREAS, a project for the West Dead Creek Road Bridge, C-230, PIN 3757.21, funded for in Title 23 US Code, as amended, calls for the apportionment of costs for the design (Scoping I-VI) phase to be allocated at the ratio of 95 percent federal funds (\$215,650) and 5 percent non-federal funds (\$11,350), and for the apportionment of the costs for the construction phase to be allocated at the ratio of 95 percent federal funds (\$1,149,500) and 5 percent non-federal funds (\$60,500), for a total Project cost of \$1,437,000; and

WHEREAS, the State of New York requires Onondaga County to contribute up to 100 percent of the non-federal share of the design (Scoping I-VI) and construction phases of this project, and to pay in the first instance the total federal share of the cost of the design (Scoping I-VI) and construction phases; and

WHEREAS, the State of New York requires Onondaga County to commit to paying for the local share cost and all costs that exceed the total project budget of \$1,437,000, as awarded under the Bridge NY Program, and that construction will begin no later than 24 months after the program award and be completed within 30 months thereafter; and

WHEREAS, the County of Onondaga desires to advance the project and to pay in the first instance the federal share of the costs for the above project (\$1,365,150), in addition to the non-federal share of the project costs (\$71,850), filing afterward for reimbursement of eligible costs; now, therefore be it

RESOLVED, that the County Legislature hereby approves the project, agrees to participate in the project, agrees to pay for all project costs that exceed the total project budget, agrees to comply with the terms of the Bridge NY Program, and agrees to pay in the first instance 100 percent of the federal share of the project; and, be it further

RESOLVED, that the County Executive is hereby authorized to execute agreements and such other documents as may reasonably be needed to implement the intent of this resolution, and providing for County participation in the cost of the local share of the project; and, be it further

RESOLVED, that the County Comptroller is hereby authorized to pay in the first instance up to \$1,365,150; and, be it further

RESOLVED, that the 2024 County Budget Capital Project Fund 40021 be amended as follows:

REVENUES:

In Admin Unit 9310000000  
Highway Division  
Speed Type #532309  
Capital Project 535211  
West Dead Creek Bridge – Phase 1 & 3 - Design & Construction

In Account 590014  
Federal Aid Highway Capital Projects \$1,365,150

APPROPRIATIONS:

In Admin Unit 9310000000  
Highway Division  
Speed Type #532309  
Capital Project 535211  
West Dead Creek Bridge – Phase 1 & 3 - Design & Construction \$1,365,150



## DEPARTMENT OF TRANSPORTATION

J. RYAN McMAHON, II  
County Executive

6230 E. MOLLOY ROAD  
EAST SYRACUSE, NEW YORK 13057  
(315) 435-3205  
FAX. (315) 435-5744  
ONGOV.NET

MARTIN E. VOSS  
Commissioner

## MEMORANDUM IN SUPPORT

**TITLE:** AMENDING THE 2024 COUNTY BUDGET TO FUND IN THE FIRST INSTANCE 100 PERCENT OF THE FEDERAL AID ELIGIBLE COSTS AT A MAXIMUM AMOUNT OF \$1,365,150 FOR THE DESIGN (SCOPING I-VI) AND CONSTRUCTION PHASES OF THE WEST DEAD CREEK ROAD BRIDGE OVER DEAD CREEK (C-230) PROJECT, PIN 3757.21, AND AUTHORIZING EXECUTION OF AGREEMENTS

**Purpose:** This legislation will authorize the Comptroller to pay in the first instance \$1,365,150 of federal reimbursable monies for the Design and Construction phases of the West Dead Creek Road Bridge (C-230) over Dead Creek project, PIN 3757.21. This project has been awarded 95% federal funds through the Bridge NY Program.

**Summary:** This culvert is located in the Town of VanBuren between Gunbarrel Road and NYS Route 31, and involves rehabilitating the West Dead Creek Road Bridge over Dead Creek. The concrete deck, bearings, and approach slabs are proposed to be removed and replaced. The existing steel beams will be retained, cleaned and painted. Concrete repairs will be made to the concrete abutments, and the guiderail will be replaced to meet current standards. The approach pavement will be adjusted to match the new deck elevation. Construction is anticipated to be in 2026.

**Fiscal Impact:** This authorization is for the design and construction phases of the project, which is funded with 95% Federal Dollars from the Bridge NY Program, and 5% local dollars. The local share cost of \$60,500 is being programmed through OCDOT's workplans.

May 7, 2024

Motion Made By Ms. Gunnip

RESOLUTION NO. \_\_\_\_\_

CALLING FOR A PUBLIC HEARING ON THE TENTATIVE 2024-2025 BUDGET OF THE  
ONONDAGA COMMUNITY COLLEGE

RESOLVED, pursuant to Section 6304 of the Education Law, this County Legislature hereby determines that a public hearing on the tentative budget of the Onondaga Community College for the fiscal year commencing on the 1st day of September, 2024, and ending on the 31st day of August, 2025, shall be held at the Legislature Chambers by the Ways & Means Committee of said County Legislature, at the Court House, Syracuse, New York, which committee is hereby designated to hold such public hearing on May 28, 2024, at 10:15 a.m.

May 7, 2024

Motion Made By Mr. Burtis

RESOLUTION NO. \_\_\_\_\_

UPDATING THE OFFICE HOURS FOR THE OFFICES OF THE COUNTY CLERK, COUNTY  
TREASURER, CLERK OF THE LEGISLATURE, AND CIVIL OFFICE OF THE SHERIFF

WHEREAS, pursuant to County Law Section 206(2), and in accordance with Onondaga County Administrative Code Section 2.02(f), this Legislature may fix the hours that the offices of the County Clerk, County Treasurer, Clerk of the Legislature, and Civil Office of the Sheriff shall be kept open for the transaction of business; now, therefore be it

RESOLVED, that this County Legislature hereby determines that the offices of the County Clerk, County Treasurer, Clerk of the Legislature, and Civil Office of the Sheriff shall be kept open for the transaction of business Monday through Friday from between 8:00 a.m. and 9:00 a.m. to 4:00 p.m.

McKinney's Consolidated Laws of New York Annotated  
County Law (Refs & Annos)  
Chapter 11. Of the Consolidated Laws  
Article 5. General Powers of Board of Supervisors (Refs & Annos)

McKinney's County Law § 206

§ 206. Hours of work and office hours

Currentness

1. Subject to the constitution and general laws of this state and to the rules and regulations made pursuant thereto, the board of supervisors may fix the number of hours constituting a legal day's work for all classes of employees of the county and grant to the employing officer or board the power to stagger working hours. Time lost in any week because of inclement weather may be made up during that week and the succeeding three weeks. Nothing herein shall impair the effect of any official proclamation during an emergency.

2. The board of supervisors may fix the hours that the offices of the county clerk, county treasurer, clerk of the board of supervisors and civil office of the sheriff shall be kept open for the transaction of business. If the board of supervisors does not fix the hours that the offices described in this subdivision shall be kept open for the transaction of business, then those offices shall be kept open for the transaction of business every day from at least nine o'clock in the forenoon to five o'clock in the afternoon, except Saturdays, Sundays and holidays. During the months of July and August, such offices shall be kept open from at least nine o'clock in the forenoon to four o'clock in the afternoon of each day, except Saturdays, Sundays and holidays.

3. If a holiday falls on a Saturday, the offices described in subdivision two hereof may close on the day before.

4. The board of supervisors may fix office hours not inconsistent with this chapter or other law.

**Credits**

(L.1950, c. 691. Amended L.1953, c. 795, § 1; L.1955, c. 692, §§ 2, 3; L.1977, c. 686, § 3; L.1983, c. 488, § 1; L.1992, c. 259, § 1.)

McKinney's County Law § 206, NY COUNTY § 206

Current through L.2024, chapters 1 to 49, 61 to 90. Some statute sections may be more current, see credits for details.



May 7, 2024

Motion Made By Ms. Gunnip

RESOLUTION NO. \_\_\_\_\_

PERSONNEL RESOLUTION

WHEREAS, the New York State Department of Civil Service has expanded the Hiring Emergency Limited Placement Program (HELP Program) that will continue to allow participating municipalities to hire employees on a non-competitive basis into positions that are presently competitive for a period of one year; and

WHEREAS, as required by the HELP Program, it is necessary for the County to create non-competitive positions with the parenthetical “HELP Program” to distinguish program positions from the traditional and presently encumbered corresponding competitive positions; now, therefore be it

RESOLVED, that the Onondaga County Salary Plan be amended to add the following titles, effective the first full pay period after May 7, 2024:

County Comptroller

- Create 2 Auditor I (HELP Program) Grade 9
- Create 1 Auditor II (HELP Program) Grade 11
- Create 1 Auditor III (HELP Program) Grade 13
- Create 1 Administrative Officer (Comptroller) (HELP Program) Grade 31

County Clerk

- Create 1 Recording Clerk (HELP Program) Grade 5
- Create 1 Records Preservation Assistant (HELP Program) Grade 7
- Create 1 Records Preservation Supervisor (HELP Program) Grade 9

Community Development

- Create 2 Housing Rehabilitation Inspector (HELP Program) Grade 9

Department of Children and Family Services

- Create 3 Program Monitor (HELP Program) Grade 9
- Create 1 Detention Home Counselor II (HELP Program) Grade 12
- Create 7 Detention Home Aide II (HELP Program) Grade 8
- Create 1 Assistant Director of Child Welfare (HELP Program) Grade 35
- Create 2 Case Supervisor A (HELP Program) Grade 13
- Create 1 Case Supervisor B (HELP Program) Grade 12
- Create 1 Clinical Services Coordinator (HELP Program) Grade 35
- Create 1 Detention Home Casework Supervisor (HELP Program) Grade 12
- Create 1 Director for Outpatient Services (HELP Program) Grade 35
- Create 1 Program Coordinator (HELP Program) Grade 35

### District Attorney

Create 1 Fiscal Officer (HELP Program) Grade 33

### Office of Diversity and Inclusion

Create 1 Assistant Contract Compliance PPC (HELP Program) Grade 29

Create 1 Human Rights Specialist (HELP Program) Grade 10

### Economic Development

Create 1 Economic Development Specialist I (HELP Program) Grade 31

Create 1 Economic Development Specialist II (HELP Program) Grade 33

Create 2 Economic Development Specialist III (HELP Program) Grade 34

Create 1 Senior Economic Development Specialist (HELP Program) Grade 31

### Emergency Management

Create 1 Administrative Officer (Emergency Management) (HELP Program) Grade 31

### Facilities Management

Create 1 Drafting Technician II (HELP Program) Grade 8

Create 2 Construction Administrator (HELP Program) Grade 32

### Finance Department

Create 1 Tax Clerk (HELP Program) Grade 5

Create 1 Budget Analyst II (HELP Program) Grade 31

Create 1 Financial Analyst (HELP Program) Grade 35

Create 2 Administrative Officer (Financial Operations) (HELP Program) Grade 35

Create 1 Tax Map Technician I (HELP Program) Grade 6

Create 1 Tax Map Technician II (HELP Program) Grade 11

Create 2 GIS Systems Specialist II (HELP Program) Grade 13

Create 4 Management Analyst (HELP Program) Grade 31

Create 1 Project Coordinator (HELP Program) Grade 31

Create 2 Accountant 2 (HELP Program) Grade 11

### Department of Health

Create 1 Vital Records Manager (HELP Program) Grade 9

Create 1 Medical Records Technician (HELP Program) Grade 9

Create 2 Peer Specialist (HELP Program) Grade 7

Create 1 Peer Supervisor (HELP Program) Grade 9

Create 3 Medical Assistant (HELP Program) Grade 5

Create 1 Medical Billing Technician (HELP Program) Grade 9

Create 2 Forensic Laboratory Support Specialist (HELP Program) Grade 8

Create 2 Forensic Attendant II (HELP Program) Grade 6

Create 1 Forensic Operations Assistant (HELP Program) Grade 7

Create 3 Education Specialist Children (HELP Program) Grade 11

Create 1 Outreach Worker II (HELP Program) Grade 6

### Department of Information Technology

Create 1 Duplicating Machine Operator III (HELP Program) Grade 10  
Create 1 Junior Systems Administrator (HELP Program) Grade 10  
Create 2 Enterprise Design Specialist (HELP Program) Grade 14  
Create 1 Digital Forensics Technician (HELP Program) Grade 12  
Create 1 Help Desk Operator (HELP Program) Grade 8  
Create 1 Network Administrator (HELP Program) Grade 12  
Create 2 Network Administrator Lead (HELP Program) Grade 15  
Create 3 Web Design Specialist (HELP Program) Grade 14

### Onondaga County Public Library

Create 1 Librarian Assistant (HELP Program) Grade 8  
Create 1 Librarian I (HELP Program) Grade 9  
Create 1 Library Clerk I (HELP Program) Grade 2  
Create 1 Library Clerk II (HELP Program) Grade 5

### Personnel Department

Create 1 Payroll Clerk I (HELP Program) Grade 5  
Create 1 Payroll Clerk II (HELP Program) Grade 7  
Create 2 Personnel Technician I (HELP Program) Grade 26  
Create 2 Personnel Services Aide (HELP Program) Grade 7  
Create 1 Assistant Payroll Director (HELP Program) Grade 31  
Create 1 Administrative Officer (Personnel) (HELP Program) Grade 29

### Department of Planning

Create 1 Planner I (HELP Program) Grade 11  
Create 1 Administrative Officer (Planning) (HELP Program) Grade 29

### Probation Department

Create 1 Typist I (HELP Program) Grade 3

### Division of Purchase

Create 1 Materials Management Coordinator (HELP Program) Grade 10  
Create 2 Buyer I (HELP Program) Grade 9  
Create 1 Administrative Officer (Purchasing) (HELP Program) Grade 29

### Onondaga County Sheriff's Office

Create 1 Correction Counselor I (HELP Program) Grade 10  
Create 3 Data Entry Equipment Operator (HELP Program) Grade 4

### Department of Social Services

Create 1 Employment Aide (HELP Program) Grade 6  
Create 19 Income Maintenance Specialist (HELP Program) Grade 9  
Create 2 Welfare Fraud Investigator (HELP Program) Grade 10  
Create 1 Public Information Specialist (HELP Program) Grade 11

### Department of Transportation

Create 3 Civil Engineer I (HELP Program) Grade 11  
Create 1 Senior Project Coordinator (HELP Program) Grade 34

### Veterans Service Agency

Create 1 Veterans Services Aide (HELP Program) Grade 6  
Create 1 Veterans Services Officer (HELP Program) Grade 9  
Create 1 Administrative Officer (Veterans) (HELP Program) Grade 32

### Water Environment and Protection

Create 1 Computer Technical Specialist (HELP Program) Grade 12  
Create 1 Closed Circuit Television Operator (HELP Program) Grade 9  
Create 3 Sanitary Technician (HELP Program) Grade 7  
Create 7 Wastewater Treatment Plant Operator (HELP Program) Grade 8

### Titles In Multiple Departments

Create 5 Account Clerk I (HELP Program) Grade 4  
Create 9 Account Clerk II (HELP Program) Grade 7  
Create 6 Account Clerk III (HELP Program) Grade 8  
Create 6 Accountant I (HELP Program) Grade 9  
Create 18 Clerk I (HELP Program) Grade 2  
Create 19 Clerk II (HELP Program) Grade 5  
Create 5 Systems Administrator (HELP Program) Grade 12  
Create 2 GIS Systems Specialist (HELP Program) Grade 11  
Create 2 Program Analyst (HELP Program) Grade 32  
Create 3 Administrative Assistant (HELP Program) Grade 9  
Create 7 Administrative Aide (HELP Program) Grade 7  
Create 7 Typist II (HELP Program) Grade 5  
Create 11 Legal Secretary I (HELP Program) Grade 6  
Create 3 Senior Caseworker (HELP Program) Grade 11

and, be it further

RESOLVED, that the following positions be added to the previously authorized title of Case Worker (HELP Program):

### Department of Children and Family Services

Create 22 Case Worker (HELP Program) Grade 10

Department of Social Services

Create 5 Case Worker (HELP Program) Grade 10

and, be it further

RESOLVED, that the following positions be added to the previously authorized title of Vital Records Specialist (HELP Program):

Department of Health

Create 1 Vital Records Specialist (HELP Program) Grade 7

and, be it further

RESOLVED, that the Commissioner of Personnel is authorized to make any administrative corrections as may be reasonably needed to effectuate the intent of this resolution.



# COUNTY OF ONONDAGA DEPARTMENT OF PERSONNEL 4a.

John H. Mulroy Civic Center  
421 Montgomery Street, 13th Floor  
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(315) 435-3537 Fax 435-8272 e-mail – [peweb1@ongov.net](mailto:peweb1@ongov.net) web address – [www.ongov.net](http://www.ongov.net)

CARLTON HUMMEL  
COMMISSIONER

**TO:** Colleen Gunnip, Chair, Ways & Means Committee  
Brian May, Vice Chair  
Chris Ryan, Committee Member  
Julie Abbott, Committee Member  
Dan Romeo, Committee Member  
Dave Knapp, Committee Member  
Charels Garland, Committee Member

**FROM:** Carl Hummel, Commissioner, Personnel

**SUBJECT:** HELP Program

**DATE:** April 24, 2024

As requested, this memo provides information related to the HELP program Personnel Resolution under consideration at the Ways & Means committee meeting of April 30, 2024. The information on the titles and number of positions requested to be created is as follows:

- The titles contained within the resolution were selected primarily by the listed departments in consultation with the Personnel Department to ensure that each title selected met the criteria set forth by the New York State Civil Service Commission. Unlike round 1 of the HELP Program in 2023, which limited the program to certain human services titles, this round allows for the inclusion of all entry-level positions (except police, custody/correction, and fire) and higher-level positions that have an open competitive qualification.
- While the various county departments were able to request the inclusion of titles based on the foregoing criteria, the Personnel Department had (and has for future submissions) the ultimate authority to determine if the criteria were met.
- The determination of the number of positions submitted in the resolution for each HELP Program title was made by the budget office. The number of positions for each title in the resolution is a combination of current provisional appointments plus funded/vacant positions on each department's roster (this is the same procedure as used in round 1 of the HELP Program in 2023).
- Attached to this memo is the listing of titles being submitted for consideration in the resolution which includes the number of presently authorized funded/vacant and provisional "regular" competitive class positions.

I will be available to reply to questions during the Ways & Means Committee meeting on April 30.

## HELP Position Creates By Funded Vacant or Provisional

Job Code	Jobcode Descr	New Help Title	Funded Vacant	Provisional	Positions Needed
00030	Materials Management Coord	Materials Management Coordinator (HELP Program)	0	1	1
00100	Clerk 1	Clerk 1 (HELP Program)	3	15	18
00110	Clerk 2	Clerk 2 (HELP Program)	8	11	19
00130	Recording Clerk	Recording Clerk (HELP Program)	0	1	1
01000	Typist 1	Typist I (HELP Program)	0	0	1
01010	Typist 2	Typist 2 (HELP Program)	7	0	7
01160	Legal Secretary 1	Legal Secretary I (HELP Program)	2	9	11
02000	Account Clerk 1	Account Clerk 1 (HELP Program)	4	1	5
02020	Account Clerk 2	Account Clerk 2 (HELP Program)	4	5	9
02050	Account Clerk 3	Account Clerk 3 (HELP Program)	4	2	6
02140	Tax Clerk	Tax Clerk (HELP Program)	0	1	1
02242	Payroll Clerk I	Payroll Clerk I (HELP Program)	0	1	1
02245	Payroll Clerk 2	Payroll Clerk II (HELP Program)	0	0	1
02300	Accountant 1	Accountant 1 (HELP Program)	6	0	6
02310	Accountant 2	Accountant 2 (HELP Program)	2	0	2
02400	Auditor 1	Auditor I (HELP Program)	1	1	2
02410	Auditor 2	Auditor II (HELP Program)	1	0	1
02420	Auditor 3	Auditor III (HELP Program)	0	1	1
02510	Budget Analyst 2	Budget Analyst 2 (HELP Program)	1	0	1
02590	Fiscal Officer	Fiscal Officer (HELP Program)	1	0	1
02806	Financial Analyst	Financial Analyst (HELP Program)	1	0	1
02935	Administrative Officer (Comptr	Administrative Officer (Comptroller) (HELP Program)	0	1	1
02955	Admin Officer (Financial Oper)	Administrative Officer (Financial Oper) (HELP Program)	0	2	2
03100	Data Entry Equipment Operator	Data Entry Equipment Operator (HELP Program)	0	3	3
03215	Duplicating Machine Oper III	Duplicating Machine Operator III (HELP Program)	0	1	1
03260	Records Preservation Assistant	Records Preservation Assistant (HELP Program)	0	0	1
03270	Records Preservation Supv	Records Preservation Supervisor (HELP Program)	0	1	1
03295	Vital Records Manager	Vital Records Manager (HELP Program)	0	1	1
03340	Computer Technical Specialist	Computer Technical Specialist (HELP Program)	0	0	1
03445	Junior Systems Administrator	Junior Systems Administrator (HELP Program)	0	1	1
03525	Enterprise Design Specialist	Enterprise Design Specialist (HELP Program)	1	1	2
03545	Digital Forensics Technician	Digital Forensics Technician (HELP Program)	1	0	1
03675	Help Desk Operator	Help Desk Operator (HELP Program)	1	0	1
03755	Network Administrator	Network Administrator (HELP Program)	0	1	1
03758	Network Administrator Lead	Network Administrator Lead (HELP Program)	0	2	2
03775	Systems Administrator	Systems Administrator (HELP Program)	2	3	5
03970	Web Design Specialist	Web Design Specialist (HELP Program)	0	3	3
04025	Employment Aide	Employment Aide (HELP Program)	1	0	1
04040	Public Information Specialist	Public Information Specialist (HELP Program)	1	0	1
04200	Personnel Technician 1	Personnel Technician I (HELP Program)	0	2	2
04260	Personnel Services Aide	Personnel Services Aides (HELP Program)	1	1	2
04333	Program Analyst	Program Analyst (HELP Program)	0	2	2
04795	Assistant Payroll Director	Assistant Payroll Director (HELP Program)	0	1	1
05290	Buyer 1	Buyer I (HELP Program)	1	1	2
05520	Administrative Officer (Purch)	Administrative Officer (Purchasing) (HELP Program)	0	1	1
05530	Asst Contract Compliance PPC	Assistant Contract Compliance PPC (HELP Program)	0	1	1
07110	Admin Assistant	Administrative Assistant (HELP Program)	3	0	3
07140	Admin Aide	Administrative Aide (HELP Program)	1	6	7
07220	Program Monitor	Program Monitor (HELP Program)	1	2	3
07610	Medical Records Technician	Medical Records Technician (HELP Program)	0	1	1
07660	Librarian Assistant	Librarian Assistant (HELP Program)	0	0	1
07680	Librarian 1	Librarian I (HELP Program)	1	0	1
07810	Library Clerk 2	Library Clerk II (HELP Program)	1	0	1
07840	Library Clerk 1	Library Clerk I (HELP Program)	0	0	1
08400	Senior Economic Development Sp	Senior Economic Development Sp (HELP Program)	0	0	1
08410	Economic Development Spc 2	Economic Development Spc 2 (HELP Program)	0	1	1
08420	Economic Development Spc 3	Economic Development Spc 3 (HELP Program)	2	0	2
08450	Economic Development Spc 1	Economic Development Spc 1 (HELP Program)	1	0	1
09680	Closed Circuit TV Oper	Closed Circuit Television Operator (HELP Program)	1	0	1
10060	Drafting Technician 2	Drafting Technician 2 (HELP Program)	0	1	1
10200	Civil Engineer 1	Civil Engineer I (HELP Program)	0	3	3
10230	Management Analyst	Management Analyst (HELP Program)	4	0	4
15100	Planner 1	Planner I (HELP Program)	0	0	1
15155	Administrative Officer (Plan)	Administrative Officer (Planning) (HELP Program)	0	1	1
15200	Tax Map Technician 1	Tax Map Technician I (HELP Program)	0	0	1
15210	Tax Map Technician 2	Tax Map Technician II (HELP Program)	0	1	1
15300	GIS Systems Specialist	GIS Systems Specialist (HELP Program)	1	1	2
15310	GIS Systems Specialist 2	GIS Systems Specialist II (HELP Program)	2	0	2
20130	Peer Supervisor	Peer Supervisor (HELP Program)	0	1	1

HELP Position Creates By Funded Vacant or Provisional

Job Code	Jobcode Descr	New Help Title	Funded Vacant	Provisional	Positions Needed
20155	Peer Specialist	Peer Specialist (HELP Program)	2	0	2
20300	Medical Assistant	Medical Assistant (HELP Program)	0	3	3
22025	Forensic Lab Supp Asst	Forensic Laboratory Support Specialist (HELP Program)	2	0	2
22210	Sanitary Technician	Sanitary Technician (HELP Program)	3	0	3
22455	Forensic Attendant II	Forensic Attendant II (HELP Program)	2	0	2
22555	Forensic Operations Assistant	Forensic Operations Assistant (HELP Program)	1	0	1
23530	Education Specialist Children	Education Specialist Children (HELP Program)	1	2	3
23590	Medical Billing Technician	Medical Billing Technician (HELP Program)	1	0	1
25080	Clinical Services Coordinator	Clinical Services Coordinator (HELP Program)	1	0	1
25225	Dir For Outpatient Srvcs	Director for Outpatient Services (HELP Program)	1	0	1
30020	Senior Caseworker	Senior Caseworker (HELP Program)	2	1	3
30040	Case Supervisor B	Case Supervisor B (HELP Program)	1	0	1
30060	Case Supervisor A	Case Supervisor A (HELP Program)	2	0	2
30370	Asst Dir Of Child Welfare	Assistant Director of Child Welfare (HELP Program)	0	0	1
30380	Correction Counselor 1	Correction Counselor I (HELP Program)	0	0	1
30470	Income Mtce Specialist	Income Maintenance Specialist (HELP Program)	16	3	19
30650	Welfare Fraud Investigator	Welfare Fraud Investigator (HELP Program)	2	0	2
30990	Human Rights Specialist	Human Rights Specialist (HELP Program)	1	0	1
31110	Detention Home Counselor 2	Detention Home Counselor 2 (HELP Program)	1	0	1
31160	Detention Home Aide 2	Detention Home Aide 2 (HELP Program)	1	6	7
31190	Detention Home Casework Supv	Detention Home Casework Supervisor (HELP Program)	1	0	1
39050	Veterans Services Aide	Veterans Services Aide (HELP Program)	1	0	1
39090	Veterans Service Officer	Veterans Services Officer (HELP Program)	0	0	1
39120	Administrative Officer (Vet)	Administrative Officer (Veterans) (HELP Program)	0	1	1
41370	Administrative Officer (Emer M	Administrative Officer (Emerg Mgmt) (HELP Program)	0	1	1
42190	Housing Rehabilitation Inspect	Housing Rehabilitation Inspector (HELP Program)	0	2	2
43040	Administrative Officer (Person	Administrative Officer (Personnel) (HELP Program)	0	1	1
43155	Outreach Worker II	Outreach Worker II (HELP Program)	0	1	1
61545	WWTP Operator	Wastewater Treatment Plant Operator (HELP Program)	2	5	7
63195	Construction Administrator	Construction Administrator (HELP Program)	1	1	2
63563	Project Coordinator	Project Coordinator (HELP Program)	0	1	1
63575	Senior Project Coordinator	Senior Project Coordinator (HELP Program)	0	1	1
<b>Grand Total</b>			<b>117</b>	<b>125</b>	<b>254</b>

Additional Creates of Existing Titles:

SS-Social Se 30015	Case Worker (HELP Program)	5
CF-Dept of (30015	Case Worker (HELP Program)	22