



# ONEIDA COUNTY BOARD OF LEGISLATORS

ONEIDA COUNTY OFFICE BUILDING ♦ 800 PARK AVENUE ♦ UTICA, N.Y. 13501-2977

Gerald J. Fiorini  
Chairman  
(315) 798-5900

Mikale Billard  
Clerk  
(315) 798-5404

George Joseph  
Majority Leader

Timothy Julian  
Minority Leader

## COMMUNICATIONS FOR DISTRIBUTION FOR THE APRIL 12, 2023 MEETING

(Correspondence relating to upcoming legislation, appointments, petitions, etc.)

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**Memorializing petition by**  
**Oneida County**  
**Board of Legislators**

FN 20 23 - 089

**READ & FILED**

F.N. 2023- XXX

**A MEMORIALIZING PETITION OPPOSING GOV. HOCHUL'S PLAN TO SHIFT MILLIONS OF NEW MEDICAID COSTS TO COUNTIES.**

**Sponsors:** Messrs. Buck, Flisnik, Waterman, Koenig, Davis and Schiebel, and Mmes. Pratt and Rogers-Witt

---

**WHEREAS**, the state budget should be crafted with careful intent and the interests of every single New York taxpayer in mind, and

**WHEREAS**, Governor Kathy Hochul's proposed state budget would end the Affordable Care Act enhanced Federal Medical Assistance Percentage (eFMAP) federal pass-through to counties and New York City, and.

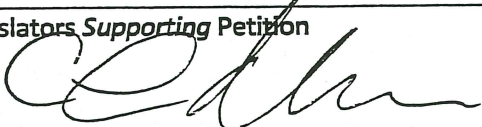


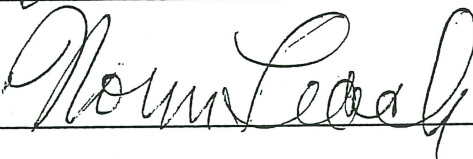
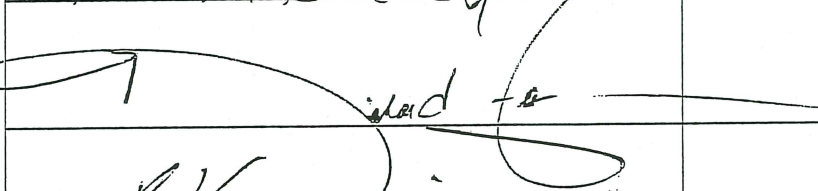



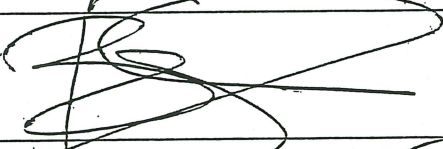

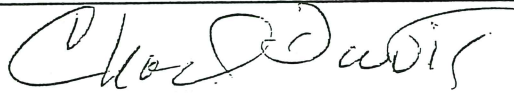
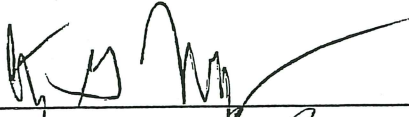

**WHEREAS**, the Governor's plan is an unprecedented shift of as much as \$2.9 billion over four years that will saddle local taxpayers with new Medicaid costs by taking eFMAP funds that were intended to go directly to local governments to help hold costs down, and

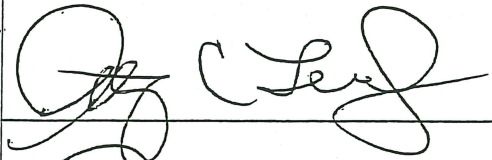
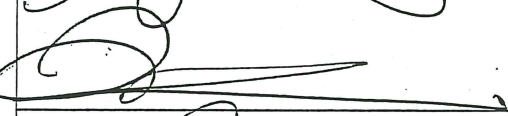
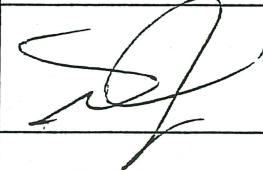


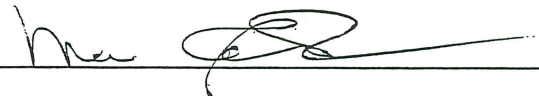
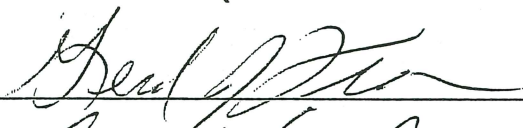


**WHEREAS**, Governor Hochul wants to siphon away more than \$7.6 million from Oneida County that directly assists safety net programs and instead divert it into state coffers, and

**WHEREAS**, New York state already shifts more of its Medicaid costs to local government than any other state, and

**WHEREAS**, in New York, it is our county governments that administer services our most vulnerable residents rely on, and

**WHEREAS**, local governments are ill-equipped to take on such a considerable expense with almost no warning, and counties unable to shoulder this burden — as undoubtedly many will not

Legislators Supporting Petition	Legislators Opposing Petition
	
	
	
	
	
	
	
	
	
	
	
	
	

<i>Legislators Supporting Petition</i>	<i>Legislators Opposing Petition</i>
	
	
	
	
	
	
	
	
	

The enclosed petition represents the opinion of those members of the Oneida County Board of Legislators signing the same regarding the contents or subject matter of the petition. Under the Rules of the Board, a Legislator may sign said petition or may, in the alternative, elect not to sign the petition. There are 23 members of the Oneida County Board of Legislators.



ANTHONY R. CARVELLI  
COMMISSIONER



**ONEIDA COUNTY  
DEPARTMENT OF FINANCE**

County Office Building ♦ 800 Park Avenue ♦ Utica, New York 13501  
(315) 798-5750 ♦ Fax: (315) 735-8371 ♦ [www.ocgov.net](http://www.ocgov.net)

ANTHONY J. PICENTE JR.  
COUNTY EXECUTIVE

February 22, 2023

FN 20 23-090

Mr. Anthony J. Picente, Jr.  
Oneida County Executive  
800 Park Ave.  
Utica, N.Y. 13501

WAYS & MEANS

Dear Mr. Picente:

Pursuant with Title 3 of Article 5 of the Real Property Tax Law, the enclosed petitions are submitted with the recommendations as cited.

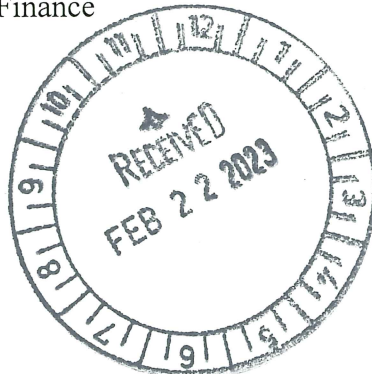
We would respectfully request that you please forward said petitions to the Oneida County Board of Legislators for full board consideration on March 8th.

<u>NUMBER</u>		<u>AMOUNT</u>
0	REFUND	\$ 0
8	CORRECTIONS	\$ 7,371.32

Sincerely,

Anthony Carvelli  
Commissioner of Finance

AC:kp  
Enclosure



Reviewed and Approved for submittal to the  
Oneida County Board of Legislator by

Anthony J. Picente, Jr.  
County Executive

Date 2-22-23

H

MUNICIPALITY	YEAR	ERRONEOUS ASSESSMENTS					TAX UNPAID	AMOUNT CANCEL	TAX PAID	AMOUNT REFUND	CORRECT	AMOUNT TO "0"
		NAME	TAX MAP NUMBERS									
Boonville	2023	Ready, Kyle M.	2689 10.000-1-5.1 LL			\$ 1,256.53	\$ 232.44			\$ 1,024.09	\$ -	
Deerfield	2023	Grimmer, James	3200 294.000-2-44 NN			\$ 3,138.02	\$ (1,365.07)	*		\$ 4,503.09	\$ -	
Deerfield	2023	Grimmer, James	3200 294.000-2-45.2 PV			\$ 4,444.34	\$ 3,773.30			\$ 671.04	\$ -	
Deerfield	2023	Huening, Frederick & Theresa (life)	3200 307.005-4-7 PA			\$ 3,108.00	\$ 2,470.38			\$ 637.62	\$ -	
Deerfield	2023	O'Connor, Ryan & Danielle	3200 266.000-1-9.2 PG			\$ 3,204.81	\$ 2,125.73			\$ 1,079.08	\$ -	
New Hartford	2022	NYS DOT	4889 316.000-2-41.2 QE			\$ 31.69	\$ 31.69			\$ -	\$ -	
New Hartford	2023	NYS DOT	4889 316.000-2-42.2 QE			\$ 0.11	\$ 0.11			\$ -	\$ -	
Camden	2023	Benwitz, Jerold	3089 107.000-1-16.14 RU			\$ 199.35	\$ 102.74			\$ 96.61	\$ -	
						\$ -	\$ 7,371.32		\$ -	\$ 8,011.53		
*Inventory on another parcel owned by same taxpayer. The assessment on this proeprty was increased and assessment on other parcel was decreased.												



ONEIDA COUNTY  
OFFICE OF THE COUNTY EXECUTIVE

ANTHONY J. PICENTE, JR.  
County Executive  
ce@ocgov.net

February 08, 2023

Oneida County  
Board of Legislators  
800 Park Avenue  
Utica, New York 13501

FN 20 23 - 091

WAYS & MEANS

Honorable Members:

In order to close the County accounting records for 2022, the need for fund transfers appeared in various departmental appropriation accounts throughout the County. These transfers are required primarily due to the need to charge 2022 accounts for actual and anticipated 2022 expenditures occurring in 2022, as required under Generally Accepted Accounting Principles (GAAP).

The transfers are fully covered by surplus funds in the 2022 budgets of other related accounts and will not require the use of funds from the Fund Balance. In most cases, the following transfers are made from unencumbered funds in other appropriation accounts within the respective departments.

Therefore, in accordance with Section 610, Oneida County Administrative Code, I hereby request your Board approval for the following 2022 fund transfers. I also request that these closeouts be acted on at the **March 8, 2023** meeting.

**TO:**

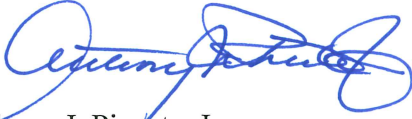
AA# A1170.454 - - - Public Defender-Criminal, Travel Mileage, Meals Daily ....	\$	2,000.
AA# A1170.491 - - - Public Defender-Criminal, Other Materials & Supplies .....		20,000.
AA# A3020.493 - - - Emergency Communications, Maintenance, Repairs & Ser..		20,000.
AA# A3110.456 - - - Sheriff Administration, Gasoline .....		27,527.
AA# A3150.49510 - Sheriff Jail Inmates, Inmate Meal Service .....		55,000.
AA# A4013.495 - - - Public Health-Clinic, Other Expenses .....		28,000.
	"A" Fund Total: \$	152,527.

**FROM:**

AA# A3120.251 - - - Sheriff-Law Enforcement, Automotive Equipment .....	\$	54,792.
AA# A3151.491 - - Sheriff-Correctional Facility, Other Materials & Supplies ....		20,462.
AA# A3152.492 - - - Sheriff-Inmate Commissary, Computer Software & Lic.....		49,122.

AA# A4012.418 - - - Public Health-Clinic, Postage .....	8,511.
AA# A4012.491 - - - Public Health-Clinic, Other Materials .....	5,040.
AA# A4015.495 - - - Public Health-Lead Screening, Other Expenses .....	<u>14,600.</u>
“A” Fund Total:	\$ 152,527.

Respectfully submitted,



Anthony J. Picente, Jr.  
Oneida County Executive

AJP:  
CC: County Attorney  
Comptroller  
Budget Director





ONEIDA COUNTY  
OFFICE OF THE COUNTY EXECUTIVE

ANTHONY J. PICENTE, JR.  
County Executive  
ce@ocgov.net

FN 20 23-092

Date: February 25, 2023

Oneida County  
Board of Legislators  
800 Park Avenue  
Utica, New York 13501

WAYS & MEANS

Honorable Members:

There is a need for additional funds in various salary and related personal services' accounts throughout the County for 2022. These transfer requirements have resulted from a variety of factors such as the settlement of several labor contracts, which resulted in the payment of retroactive wages to the employees covered by those agreements and the payment of overtime for special projects that may arise. The resulting payroll adjustments, as expected, caused budgetary shortages in many salary accounts, all of which are adequately covered by surpluses in other personal services' accounts.

Due to the need to close the 2022 accounting records, I ask that these transfers be acted upon at the **March 8th meeting**. I therefore request your Board approval for the following **2022** fund transfers:

**TO:**

AA# A1110.101 - County Court, Salaries .....	\$ 6,452.
AA# A1165.102 - District Attorney-District Attorney Office, Temporary Help.....	80,176.
AA# A1165.109 - District Attorney-District Attorney Office, Other Salaries .....	6,031.
AA# A1170.102 - Public Defender-Criminal, Temporary Help.....	53,444.
AA# A1170.103 - Public Defender-Criminal, Overtime.....	128.
AA# A1170.109 - Public Defender-Criminal, Other Salaries .....	684.
AA# A1312.103 - Finance-Real Property Tax Services, Overtime.....	1,794.
AA# A1313.101 - Finance-Real Estate, Salaries.....	651.
AA# A1315.101 - Audit & Control, Salaries .....	6,685.
AA# A1340.102 - Budget Office, Temporary Help.....	35,723.
AA# A1345.102 - Purchasing, Temporary Help .....	9,598.
AA# A1345.103 - Purchasing, Overtime.....	800.
AA# A1411.103 - County Clerk-Motor Vehicle Bureau, Overtime.....	12,477.
AA# A1412.101 - County Clerk-Naturalization, Salaries .....	781.
AA# A1420.103 - Law Department, Overtime.....	2,836.
AA# A1430.102 - Personnel, Temporary Help .....	887.
AA# A1430.195 - Personnel, Other Fees & Services.....	38,527.
AA# A1450.103 - Board of Elections, Overtime.....	30,530.

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**February 25, 2023**  
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AA# A1490.101 - DPW-Public Works Commissioner, Salaries .....	5,110.
AA# A1620.103 - DPW-Buildings and Grounds, Overtime .....	14,145.
AA# A1620.109 - DPW-Buildings and Grounds, Salaries-Other .....	442.
AA# A3020.102 - Emergency Svcs, Temporary Help.....	19,767.
AA# A3020.103 - Emergency Svcs, Overtime .....	177,933.
AA# A3110.101 - Sheriff-Administration, Salaries .....	11,491.
AA# A3111.103 - Sheriff-Stop DWI, Overtime.....	38,105.
AA# A3112.103 - Sheriff-Security, Overtime .....	84,353.
AA# A3112.107 - Sheriff-Security, Salaries-207-C Injury .....	9,018.
AA# A3113.103 - Sheriff-Special Initiatives, Overtime .....	11,641.
AA# A3120.103 - Sheriff-Law Enforcement, Overtime .....	632,959.
AA# A3120.107 - Sheriff-Security, Salaries-207-C Injury .....	51,776.
AA# A3121.102 - Sheriff-SPO, Temporary Help .....	77,016.
AA# A3121.103 - Sheriff-SPO, Overtime.....	2,833.
AA# A3140.109 - Office of Probation, Salaries-Other .....	7,621.
AA# A3141.101 - Domicile Restriction Program, Salaries.....	65,928.
AA# A3141.103 - Domicile Restriction Program, Overtime .....	2,621.
AA# A3142.103 - PINS Diversion Program, Overtime .....	20,326.
AA# A3144.101 - Raise the Age, Salaries.....	2,665.
AA# A3144.103 - Raise the Age, Overtime .....	1,239.
AA# A3150.103 - Sheriff-Jail Inmates, Overtime.....	3,235,123.
AA# A3150.107 - Sheriff-Jail Inmates, Salaries 207-C Injury.....	99,528.
AA# A4010.101 - Public Health-Health Administration, Salaries.....	49,705.
AA# A4010.109 - Public Health-Health Administration, Other Salaries.....	20,409.
AA# A4015.195 - Public Health-Lead Screening, Other Fees & Services.....	296.
AA# A4018.102 - Public Health Administration, Temporary Help .....	957.
AA# A4018.103 - Public Health Administration, Overtime .....	415.
AA# A4021.103 - Public Health-COVID, Overtime.....	298.
AA# A4059.103 - Public Health-Early Intervention, Overtime .....	1,462.
AA# A4062.101 - Public Health-Lead Screening, Salaries.....	38,118.
AA# A4062.103 - Public Health-Lead Screening, Overtime .....	722.
AA# A4089.103 - Public Health-Immunization Action Plan, Overtime.....	285.
AA# A4220.101 - Public Health-DOJ/IIR-OD Map Grant, Salaries.....	7,600.
AA# A4220.103 - Public Health-DOJ/IIR-OD Map Grant, Overtime .....	4,592.
AA# A5620.103 - Department of Aviation, Overtime .....	30,584.
AA# A5620.109 - Department of Aviation, Salaries-Other .....	8,878.
AA# A6010.102 - Social Services Administration, Temporary Help .....	21,068.
AA# A6010.103 - Social Services Administration, Overtime.....	28,007.
AA# A6011.103 - Children & Adults services, Overtime.....	174,087.
AA# A6012.101 - Temporary Assistance, Salaries .....	321,118.
AA# A6012.103 - Temporary Assistance, Overtime.....	188,402.
AA# A6015.101 - Home Energy Assistance Program, Salaries.....	46,321.
AA# A6015.103 - Home Energy Assistance Program, Overtime.....	11,394.
AA# A6019.102 - Day Care Activities, Temporary Help.....	9,452.
AA# A6510.101 - Veterans Service Agency, Salaries.....	18,200.

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**Page 3**

AA# A6510.103 - Veterans Service Agency, Overtime .....	35.
AA# A6510.109 - Veterans Service Agency, Salaries-Other .....	442.
AA# A6772.103 - Office for the Aging, Overtime .....	3,174.
AA# A6773.103 - Office for the Aging-Senior Nutrition, Overtime .....	6,312.
AA# A6774.103 - Office for Continuing Care, Overtime .....	16,679.
AA# A7310.101 -Youth Bureau, Salaries .....	9,243.
AA# A8020.101 - Planning, Salaries.....	263,891.
AA# A8020.103 - Planning, Overtime .....	163.
"A" Fund Total: \$	6,142,153.

AA# D3310.101 - Public Works Traffic Control, Salaries..... \$	550.
AA# D5010.101 - Highway & Bridges Administration, Salaries.....	20,703.
AA# D5010.103 - Highway & Bridges Administration, Overtime .....	3,715.
AA# D5020.103 - Engineering, Overtime .....	880.
AA# D5110.101 - Maintenance of Highway & Bridges Administration, Salaries.....	12,807.
AA# D5110.103 - Maintenance of Highway & Bridges Administration, Overtime .....	67,967.
"D" Fund Total: \$	106,622.

AA# G8120.103 - W.P.C. - Sanitary Sewers, Overtime.....\$	2,888.
AA# G8130.102 - W.P.C. - Sewage Treatment, Temp Help.....	5,885.
AA# G8140.101 - W.P.C. - Industrial Program, Salaries.....	1,056.
"G" Fund Total: \$	9,829.

AA# J6293.102 - Summer Youth Employment Program, Temporary Help..... \$	35,802.
AA# J6295.102 - Summer Youth Employment Program, Temporary Help.....	56,602.
AA# J6298.109 - Summer Youth Employment Program, Salaries-Others .....	11,500.
AA# J6300.101 - Workforce Development Administration, Salaries .....	22,054.
AA# J6300.102 - Workforce Development Administration, Temporary Help .....	50,241.
"J" Fund Total: \$	176,199.

AA# K8221.103 - K-Planning-Joint Activity, Overtime.....	486.
"K" Fund Total: \$	486.

**FROM:**

AA# A1420.101 - Law Department, Salaries .....	\$ 862,548.
AA# A3020.101 - Emergency Svcs, Salaries .....	687,279.
AA# A3120.101 - Sheriff-Law Enforcement, Salaries .....	700,149.
AA# A3121.101 - Sheriff-Special Patrol Officers, Salaries .....	1,298,327.
AA# A3140.101 - Probation-Office of Probation, Salaries.....	361,661.
AA# A4020.101 - Public Health- COVID-19, Salaries.....	788,318.
AA# A4021.101 - Public Health-Community Wellness, Salaries.....	172,293.
AA# A6011.101 - DSS-Children & Adults Services, Salaries .....	1,271,578.
"A" Fund Total: \$	6,142,153.

**Board of Legislators**  
**February 25, 2023**  
**Page 4**

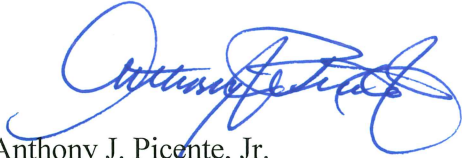
AA# D5110.102 - Maintenance of Highways & Bridges, Temporary Help.....\$ 106,622.  
"D" Fund Total: \$ 106,622.

AA# G8120.103 - W.P.C.-Sewage Treatment, Overtime.....\$ 9,829.  
"G" Fund Total: \$ 9,829.

AA# J6293.101 - Workforce Development Youth Employment, Salaries.....\$ 31,650.  
AA# J6298.102 - Workforce Development Youth Employment, Temp Help ..... 142,912.  
AA# J6300.109 - Workforce Development Admin, Salaries-Other ..... 1,637.  
"J" Fund Total: \$ 176,199.

AA# K8221.101 - K-Planning, Salaries..... 486.  
"K" Fund Total: \$ 486.

Respectfully submitted,



Anthony J. Picente, Jr.  
Oneida County Executive

CC:County Attorney  
Comptroller  
Budget Director



ONEIDA COUNTY  
OFFICE OF THE COUNTY EXECUTIVE

ANTHONY J. PICENTE, JR.  
County Executive  
ce@ocgov.net

FN 20 23-053

February 08, 2023

Oneida County  
Board of Legislators  
800 Park Avenue  
Utica, New York 13501

WAYS & MEANS

Honorable Members:

In order to close the County accounting records for 2022, the need for fund transfers appeared in various departmental appropriation accounts throughout the County. These transfers are required primarily due to the need to charge 2022 accounts for actual and anticipated 2022 expenditures occurring in 2022, as required under Generally Accepted Accounting Principles (GAAP).

The transfers are fully covered by surplus funds in the 2022 budgets of other related accounts and will not require the use of funds from the Fund Balance. In most cases, the following transfers are made from unencumbered funds in other appropriation accounts within the respective departments.

Therefore, in accordance with Section 610, Oneida County Administrative Code, I hereby request your Board approval for the following 2022 fund transfers. I also request that these closeouts be acted on at the **March 8, 2023** meeting.

**TO:**

AA# A1170.454 - - - Public Defender-Criminal, Travel Mileage, Meals Daily ....	\$	2,000.
AA# A1170.491 - - - Public Defender-Criminal, Other Materials & Supplies .....		20,000.
AA# A3020.493 - - - Emergency Communications, Maintenance, Repairs & Ser..		20,000.
AA# A3110.456 - - - Sheriff Administration, Gasoline .....		27,527.
AA# A3150.49510 - Sheriff Jail Inmates, Inmate Meal Service .....		55,000.
AA# A4013.495 - - - Public Health-Clinic, Other Expenses .....		28,000.
AA# A5610.414 - - - Department of Aviation, Utilities .....		105,000.
	"A" Fund Total: \$	257,527.

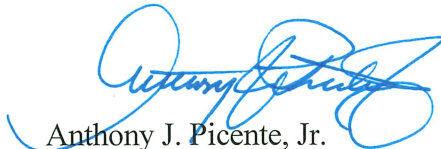
**FROM:**

AA# A3120.251 - - - Sheriff-Law Enforcement, Automotive Equipment.....	\$	54,792.
AA# A3151.491 - - Sheriff-Correctional Facility, Other Materials & Supplies....		20,462.

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AA# A3152.492 - - - Sheriff-Inmate Commissary, Computer Software & Lic.....	49,122.
AA# A4012.418 - - - Public Health-Clinic, Postage .....	8,511.
AA# A4012.491 - - - Public Health-Clinic, Other Materials .....	5,040.
AA# A4015.495 - - - Public Health-Lead Screening, Other Expenses .....	14,600.
AA# A5610.491 - - - Department of Aviation, Other Materials & Supplies.....	<u>105,000.</u>
"A" Fund Total:	\$ 257,527.

Respectfully submitted,



Anthony J. Picente, Jr.  
 Oneida County Executive

AJP:  
 CC: County Attorney  
 Comptroller  
 Budget Director

**ONEIDA COUNTY**  
**WORKERS' COMPENSATION DEPARTMENT**

ONEIDA COUNTY OFFICE BUILDING, 800 PARK AVENUE, UTICA, NY 13501

PHONE: (315) 798-5688 FAX: (315) 798-5924

Michael L. Lally

Oneida County  
Board of Legislators  
Gerald J. Fiorini, Chairman

Workers' Compensation  
Committee  
Norman Leach, Chairman

FN 20 23 - 094

February 28, 2023

Hon. Gerald J. Fiorini, Chairman  
Oneida County Board of Legislators  
Oneida County Office Building  
800 Park Avenue, 10th Floor  
Utica, New York 13501

**WORKERS' COMPENSATION**

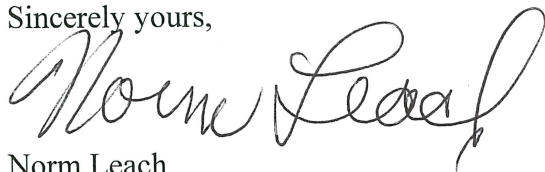
WAYS & MEANS

Dear Mr. Fiorini:

Attached please find a proposed one-year extension between the Oneida County Workers' Compensation Plan and NCA Comp, Inc. for Third Party Administration services. This Third-Party Administrator agreement provides claim and administrative services in connection with claims arising under Workers' Compensation Laws. The cost of this extension will be \$189,000.00 and will run from March 15, 2023 to March 14, 2024.

If you have no objections, I would respectfully request that you forward this contract to the Board of Legislators for their consideration and approval. Thank you in advance for your cooperation.

Sincerely yours,



Norm Leach  
Workers' Compensation Committee Chairman

Oneida Co. Department: Workers Compensation

Competing Proposal   X    
Only Respondent \_\_\_\_\_  
Sole Source \_\_\_\_\_

**ONEIDA COUNTY BOARD  
OF LEGISLATORS**

**Name & Address of Vendor:**

NCAComp., Inc.  
14 Lafayette Square, Suite 700  
Buffalo, New York 14203

**Title of Activity or Service:**

Third Party Administrator

**Proposed Dates of Operation:**

March 15, 2023 – March 14, 2024

**Client Population/Number to be Served:**

Oneida County Residents

**Summary Statements**

**1) Narrative Description of Proposed Services**

Third Party Administrator agreement clarifies and expands upon the procedures required to comply with recent changes in the Workers' Compensation Law regarding payment of claims.

**2) Program/Service Objectives and Outcomes:** To meet expectations of Oneida County Self Insurance Plan.

**3) Program Design and Staffing**

Details may be found in the attached contract documents.

**Total Funding Requested:** \$189,000.00

**Account # A1710.195**

**Oneida County Dept. Funding Recommendation:** \$189,000.00

**Proposed Funding Sources (Federal \$/ State \$/County \$):** County

**Cost Per Client Served:** N/A

**Past Performance Data:** N/A

**O.C. Department Staff Comments:** N/A





# Griffiss International Airport

660 Hangar Road, Suite 223  
Rome, NY 13441  
Telephone: 315-736-4171 / Fax: 315-736-0568

**ANTHONY J. PICENTE JR.**  
County Executive

**EDWARD A. ARCURI**  
Commissioner of Aviation

February 28, 2023

Anthony J. Picente, Jr.  
Oneida County Executive  
800 Park Avenue  
Utica, NY 13501

FN 20 23-095

AIRPORT

WAYS & MEANS

Re: NYS Department of Transportation Grant Agreement

Dear County Executive Picente,

The New York State Department of Transportation has offered Oneida County a grant award for the completion of Capital Projects.

The agreement is for a grant amount of \$26,832.95 and will be used in conjunction with funds received from the Federal Aviation Administration for Airport Improvement Projects.

If you concur with this amendment, please forward to the Board of Legislators for further consideration.

Sincerely,

Edward A. Arcuri  
Commissioner of Aviation

EAA/sar

Reviewed and Approved for submittal to the  
Oneida County Board of Legislator by

Anthony J. Picente, Jr.  
County Executive

Date 3-2-23

Oneida Co. Department: Aviation

Competing Proposal	_____
Only Respondent	_____
Sole Source RFP	_____
Other	<u>  X  </u>

**ONEIDA COUNTY BOARD OF LEGISLATORS  
CONTRACT SUMMARY**

**Name & Address of Vendor:** New York State Department of Transportation  
50 Wolf Road  
Albany, NY 12232

**Title of Activity or Service:** Grant Agreement – Capital Projects

**Proposed Dates of Operation:**

**Client Population/Number to be Served:** N/A

**Summary Statements**

**1) Narrative Description of Proposed Services:**

Grant Agreement from the New York State Department of Transportation for the purpose of Capital Projects

**2) Program/Service Objectives and Outcomes:**

Capital Projects

**3) Program Design and Staffing:** N/A

**Total Funding Requested:** \$26,832.95

**Account #:**

**Oneida County Dept. Funding Recommendation:**

**Proposed Funding Sources (Federal \$/ State \$/County \$):** State: \$26,832.95

**O.C. Department Staff Comments:**

Anthony J. Picente Jr.  
Oneida County Executive



Amanda L. Cortese-Kolasz  
Commissioner of Personnel

**ONEIDA COUNTY  
DEPARTMENT OF PERSONNEL**

County Office Building ♦ 800 Park Avenue ♦ Utica, New York 13501-2986  
Phone: (315) 798-5726 ♦ Fax: (315) 798-6490

March 7, 2023

Hon Anthony J. Picente  
Oneida County Executive  
800 Park Avenue  
Utica, New York 13501

FN 20 23-096  
HEALTH & HUMAN SERVICES  
WAYS & MEANS

**Re: Request to Reallocate Titles in the Public Health Clinic**

Dear County Executive Picente:

As you know, the Board recently ratified a new collective bargaining agreement with CSEA that covers Registered Professional Nurses and Public Health Nurses. At your direction, that negotiation resulted in salary increases for those titles. As a result of those salary increases, it is necessary to reallocate the management positions that oversee the nursing titles in the Public Health Clinic to maintain an appropriate salary scheme.

To that end, I am recommending that the title Supervising Public Health Nurse be reallocated from Grade 34M., Step 4, \$59,128 to Grade 36M, Step 4, \$63,467. I further recommend that the title Assistant Director of Clinic Services be reallocated from Grade 35M, Step 4, \$61,274 to Grade 37M, Step 4, \$65,764. Last, I recommend that the title Director of Clinic Services be reallocated from Grade 38M, Step 4, \$68,243 to Grade 40M, Step 4, \$73,445.

If you concur, I respectfully request that you forward this recommendation to the Board of Legislators for consideration at their next meeting. As always, I am available to address any questions or concerns that either you or the Board may have regarding this matter.

Respectfully submitted,

Amanda L. Cortese-Kolasz  
Commissioner of Personnel

cc: County Attorney  
Budget  
Public Health

Reviewed and Approved for submittal to the  
Oneida County Board of Legislator by

Anthony J. Picente, Jr.  
County Executive

Date 3-8-23



# ONEIDA COUNTY HEALTH DEPARTMENT

ANTHONY J. PICENTE, JR  
ONEIDA COUNTY EXECUTIVE

DANIEL W. GILMORE, PH.D., MPH  
DIRECTOR OF HEALTH



"PROMOTING & PROTECTING THE HEALTH OF ONEIDA COUNTY"

OCGOV.NET/HEALTH

FN 20 23 - 097

March 2, 2023

Anthony J. Picente, Jr.  
Oneida County Executive  
800 Park Avenue  
Utica, New York 13501

HEALTH & HUMAN SERVICES  
WAYS & MEANS

Dear Mr. Picente:

The Health Department has unused COVID Grant funds that can only be used for increased immunization efforts. I therefore request your Board's approval for the following **2023** budget appropriations to purchase a Mobile Medical Unit and an Immunization Advertising Campaign consisting billboard advertising and advertising on Centro buses and the Centro Hub:

TO:

A4010 4020.495-000	Public Health/COVID-19/Other Expenses.....	\$30,000.00
A4010 4020.251-000	Public Health/COVID-19/Auto Equipment.....	\$270,000.00

The above appropriations will be supported by revenue increase:

TO:

A4010 4020.4489	Federal Aid Public Health.....	\$300,000.00
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Respectfully Submitted,

*Daniel W. Gilmore*  
Daniel W. Gilmore, Ph.D., MPH  
Public Health Director

CC: County Attorney  
Comptroller  
Budget Director  
Director of Purchasing

Reviewed and Approved for submittal to the  
Oneida County Board of Legislator by

*Anthony J. Picente, Jr.*  
\_\_\_\_\_  
Anthony J. Picente, Jr.  
County Executive

Date 3-6-23

Anthony J. Picente, Jr.  
County Executive



Colleen Fahy-Box  
Commissioner

**ONEIDA COUNTY DEPARTMENT OF FAMILY AND COMMUNITY SERVICES**  
**Commissioner's Office**  
**COUNTY OFFICE BUILDING ~ 800 PARK AVENUE ~ UTICA, NY 13501**  
**PHONE: 315-798-5733 ~ FAX: 315-798-5218**

March 10, 2023

FN 20 23 - 098

Honorable Anthony J. Picente Jr.  
Oneida County Executive  
800 Park Avenue  
Utica, New York 13501

HEALTH & HUMAN SERVICES  
WAYS & MEANS

Re: Agreement with YWCA of the Mohawk Valley (contract 168275)

Dear Mr. Picente:

Enclosed for your review and approval is Purchase of Service Agreement between Oneida County through its Department of Family and Community Services' Department of Social Services division and the YWCA of the Mohawk Valley.

This Purchase of Service Agreement provides advocacy services for victims of sexual and/or severe physical abuse. The Advocates receive specialized training in child abuse investigation and court processes and offer child victims and their non-offending family members support throughout the entire process. This support encourages families to be cooperative with law enforcement and service providers which promotes better outcomes for the victim and the community.

This agreement allows the Department to increase Advocate staffing should it identify the need. The cost of this Agreement will not exceed \$1,088,262.00 from April 1, 2022, through March 31, 2027. The local cost to support this effort is 27.18% or \$295,789.61. This contract was awarded through the Request for Proposal (RFP) process.

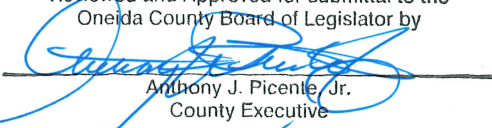
I am respectfully requesting the approval of this agreement between Oneida County and the YWCA of the Mohawk Valley. If you approve, please forward to the Board of Legislators for consideration at their next meeting. Thank you for your consideration.

Sincerely,

  
Colleen Fahy-Box  
Commissioner

CFB/vlc  
enc.

Reviewed and Approved for submittal to the  
Oneida County Board of Legislator by

  
Anthony J. Picente, Jr.  
County Executive  
Date 3-14-23

# 17903

Oneida Co. Department Social Services

Competing Proposal \_\_\_\_\_

Only Respondent \_\_\_\_\_

Sole Source RFP X

:  
**Oneida County Board of**  
**Legislators Summary**

**Name of Proposing Organization:** YWCA of the Mohawk Valley  
1000 Cornelia Street  
Utica, New York 13502

**Title of Activity or Services:** Advocacy Services to provide advocacy and guidance for Child Sexual Abuse victims or alleged victims and their families.

**Proposed Dates of Operation:** April 1, 2022 through March 31, 2027

**Client Population/Number to be Served:** Children and their families who are alleged victims of Child Sexual Abuse

**SUMMARY STATEMENTS**

**1). Narrative Description of Proposed Services**

The Agreement is to assist child victims and their non-offending family members in moving forward in their lives following child sexual abuse and/or severe physical abuse. The Contractor will provide child victims and their non-offending family members with supportive services in a compassionate and understanding manner to reduce the trauma associated with significant victimization and to support the child and family to heal and move forward in a positive direction.

The Children who have been sexually abused and/or severely physically abused need to feel safe. The Child Abuse Advocates will accompany the children and their non-offending family members throughout all processes of this disclosure including medical interview, exam, law enforcement, and judicial proceedings. The role of the advocate is supportive, informative, and continuous. The Advocates are also active members of the Child Advocacy Center multidisciplinary team.

**2). Program/Service Objectives and Outcomes**

**Outcome:** Assist child victims and non-offending family members in dealing with victimization in the most positive and healing manner possible to minimize trauma associated with child sexual and/or severe physical abuse.

**Performance:** Victim advocates will be present at initial interviews, medical interviews and examinations, law enforcement and judicial proceedings, or other such meetings to support the victims, facilitate future disclosures and promote a coordinated response to serious abuse cases by

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the CAC team. The advocates will provide 24-hour crisis intervention as well as maintain regular contact with the victim and/or family. These services will be offered in a manner that reflects cultural competence and family focused planning.

**3). Program Design and Staffing Level** – Two full-time Child Sexual Abuse Advocates. Full case coverage will be provided. Two additional full-time Child Sexual Abuse Advocates are available should the Department identify the need.

<b>Total Funding Requested:</b>	<u><b>2022-2027 (2 Advocates)</b></u>	<u><b>2022-2027 (2 Additional Advocates)</b></u>
	<b>\$596,706.00</b>	<b>\$491,556.00</b>

The total cost of services (including any options elected by the County) provided under this Agreement shall not exceed \$ 1,088,262.00 for the duration of this Agreement.

**Oneida County Dept. Funding Recommendation:** Account #: A6011.49537

**Mandated or Non-mandated Service:** Mandated

**Proposed Funding Source (Federal \$ /State \$ / County \$):**

Federal	38.39 %	= \$ 417,783.78
State	34.43 %	= \$ 374,688.61
Local	27.18 %	= \$295,789.61

**Cost Per Client Served:**

**Past performance Served:** This service was awarded in the Request for Proposal process. The YWCA of the Mohawk Valley was the only responder.

**O.C. Department Staff Comments:** The Department is satisfied with this contractor.

Anthony J. Picente, Jr.  
County Executive



Colleen Fahy-Box  
Commissioner

**ONEIDA COUNTY DEPARTMENT OF FAMILY AND COMMUNITY SERVICES**  
**COUNTY OFFICE BUILDING ~ 800 PARK AVENUE ~ UTICA, NY 13501**  
**PHONE: 315-798-5260 ~ FAX: 315-793-6044**

February 23, 2023

FN 20 03 099

Honorable Anthony J. Picente Jr.  
Oneida County Executive  
800 Park Avenue  
Utica, New York 13501

HEALTH & HUMAN SERVICES  
WAYS & MEANS

Dear Mr. Picente:

Oneida County is in receipt of a grant from New York State Office of Children and Family Services in the amount of \$ 230,297.00. These funds will be used to support Day Care Registration. This grant has a contract period of January 1, 2023 through December 31, 2023.

This grant provides funding for the program that will recommend registration/and renewal for those individuals satisfactorily completing a Family Day Care initial/renewal application. The program will provide technical assistance to potential and current providers regarding application and regulations. The program will provide regular scheduled orientation throughout Oneida County and complete an inspection/investigation on registered homes in response to a complaint, request by provider for additional school age children, or for failure to meet training requirements. It will also complete annual random inspections on 50% of existing providers, as well as respond to complaints on non-regulated child care providers. The program includes performance standards for initial registrations, renewal registration, complaint investigations, safety assessments, inspections, on-site registration, and, case management review.

I am available at any time to further discuss this grant should you have any questions.

I am respectfully requesting that this matter be forwarded to the Board of Legislators for acceptance of these grant funds.

Sincerely,

*Colleen Fahy-Box*

Colleen Fahy-Box  
Commissioner

CFB/vlc  
attachment

Reviewed and Approved for submission to  
Oneida County Board of Legislators by  
  
Anthony J. Picente, Jr.  
County Executive  
Date 3-2-23

23



#29203

Oneida Co. DFCS

Competing Proposal \_\_\_\_\_

Only Respondent \_\_\_\_\_

Sole Source RFP \_\_\_\_\_

**Oneida County Board of Legislators**

**Contract Summary**

**Name of Proposing Organization:** New York State Office of Children and Family Services  
52 Washington Street  
Rensselaer, New York 12144

**Title of Activity or Services:** Day Care Registration

**Proposed Dates of Operations:** January 1, 2023 through December 31, 2023

**Client Population/Number to be Served:**

**SUMMARY STATEMENTS**

**1). Narrative Description of Proposed Services**

This grant provides funding for the program that will recommend registration/and renewal for those individuals satisfactorily completing a Family Day Care initial/renewal application.

The program will provide technical assistance to potential and current providers regarding application and regulations. The program will provide regular scheduled orientation throughout Oneida County and complete an inspection /investigation on registered homes in response to a complaint, request by provider for additional school age children, or for failure to meet training requirements. It will also complete annual random inspections on 50% of existing providers as well as respond to complaints on non-regulated child care providers. The program includes performance standards for initial registrations, renewal registration, complaint investigations, safety assessments, inspections, and on-site registration case management review.

**2). Program/Service Objectives and Outcomes**

- The program objectives include increasing the number of Registered Family Day Care & School Age Day Care homes throughout Oneida County and ensuring through the inspection process that they meet the standards set forth in the NYS Regulations.
- Outcome measurements include performance standards for: initial registrations, renewal registration, complaint investigations, safety assessments, inspections, and on-site registration case and management review.

**3). Program Design and Staffing Level -**

**Total Grant Amount:** \$ 230,297.00

**Mandated or Non-Mandated –** Mandated

**Oneida County Dept. Funding Recommendation:** A4655 - 100% funds through New York State Office of Children and Family Services

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**Proposed Funding Source (Federal \$ /State \$ / County \$):**

Federal	100%
State	0%
County	0%

**Cost Per Client Served:**

**Past performance Served:** The Contractor has provided this service since 1992 the Department is a pass through as the contractor has direct State oversight.

**O.C. Department Staff Comments:**

**Anthony J. Picente Jr.**  
County Executive

**Colleen Fahy-Box**  
Commissioner



**ONEIDA COUNTY DEPARTMENT OF SOCIAL SERVICES**  
County Office Building, 800 Park Avenue, Utica, NY 13501  
Phone (315) 798-5733 Fax (315) 798-5218

March 3, 2023

Honorable Anthony J. Picente Jr.  
Oneida County Executive  
800 Park Avenue  
Utica, New York 13501

FN 20 23-103

HEALTH & HUMAN SERVICES

WAYS & MEANS

Dear Mr. Picente:

I am submitting the following Renewal and Amendment for review and approval by the Board of Legislators between Oneida County, through its Department of Social Services, and Cayuga Home for Children for the provision of Family Support/Parent Aide Services.

Parent Aide Services are defined by New York State Office of Children and Family Services as those services provided in the home and community that focus on the need of the parent for instruction and guidance. This service improves parental and family functioning to avoid an out of home placement for children.

The Cayuga Home for Children Family Support/Parent Aide program provides a more intensive level of in-home services to families in need of guidance, instruction, and education whose children are at imminent risk of foster care or out of home placement through Family Court. The agency will provide services custom tailored to each family based upon their specific needs. The Family Support Program (FSP) works to reduce trauma in the home and community, increase family self-sufficiency, and to reduce the likelihood of future involvement in the child welfare or juvenile justice system. FSP is strength-based, and focused on enhancing cognitive and behavioral functioning. It is time-limited and goal-focused. Master's level FSP Social Workers address a wide array of environmental risks while simultaneously building on supports and strengths currently identified within the family.

This Renewal and Amendment is for the term October 1, 2022 through September 30, 2024 and has a maximum total cost of \$409,012.51 for the duration of this Agreement. The local cost to support this effort is 27.18 % or \$111,169. 60. This service was awarded by RFP and is a vital element in our Preventive Services Program.

I am respectfully requesting that this matter be submitted to the Board of Legislators for their consideration.

Thank you for your attention to this matter.

Sincerely,

Colleen Fahy-Box  
Commissioner

CFB/vlc attachment

Reviewed and Approved for submittal to the  
Oneida County Board of Legislator by

Anthony J. Picente, Jr.  
County Executive

Date 3-7-23

# 45403

Oneida Co. Department Social Services

Competing Proposal  X   
Only Respondent \_\_\_\_\_  
Sole Source RFP \_\_\_\_\_

**Oneida County Board of Legislators**  
**Contract Summary**

**Name of Proposing Organization:** Cayuga Home for Children  
101 Hamilton Avenue  
Auburn, New York 13021

**Title of Activity or Services:** Family Support/Parent Aide Services

**Proposed Dates of Operations:** October 1, 2022 through September 30, 2024

**Client Population/Number to be Served:** Families in need of support services

Family Support Services will provide an intensive level of community-based services to 24 families at any given time in order to prevent foster care or out of home placement of children at imminent risk and to return children from placement. The purpose of this program is to decrease the number of children being placed, and to return children to a permanent living arrangement. The agency will provide services custom tailored to each family based upon their specific needs.

**SUMMARY STATEMENTS**

**1). Narrative Description of Proposed Services**

Parent Aide Service is defined in regulation as those services provided in the home and community that focus on the need of the parent for instruction and guidance and are designed to maintain and enhance parental functioning and family/parent role performance. These Services include instruction or mentoring in areas related to child care and home management such as child development, home safety and maintenance, appropriate discipline technique, family budgeting, and reinforcement of other positive behaviors. The Family Support Program is an intensive level of service that works to reduce trauma in the home and community, increase family self-sufficiency, and to reduce the likelihood of future involvement with the child welfare or juvenile justice system.

**2). Program/Service Objectives and Outcomes**

Parents will demonstrate an improved ability to appropriately parent their children through an increased knowledge of child development, as well as, improved skills in regards to issues related to child care such as home safety, appropriate educational and health care, discipline, nurturing and role modeling. The Family Support Program incorporates evidence based Trauma Systems Therapy as part of the intervention process as a means to improve youth's ability to self-regulate emotionally and

behaviorally. The Family Support program builds on supports identified by each family member and system in order to provide a safe and nurturing family environment which promotes the positive and healthy growth and development of children and family members.

**3). Program Design and Staffing Level -**

Two (2FTE) Master's Level Social Workers  
(.10 FTE) Program Director

**Total Funding Requested:**

October, 2022-September, 2023- \$202,060.88

October, 2023-September, 2024- \$206,951.63

**Total** **\$409,012.51**

**Oneida County Dept. Funding Recommendation:** Account # A6070.49547

**Mandated or Non-mandated:** Preventive Mandated service

**Proposed Funding Source (Federal \$ /State \$ / County \$):**

		<b>2022</b>	<b>2023</b>
<b>FEDERAL</b>	38.39 % -	\$ 77,571.17	\$79,448.73
<b>STATE</b>	34.43 % -	\$ 69,569.56	\$71,253.45
<b>COUNTY</b>	27.18 % -	\$ 54,920.15	\$56,249.45

**Cost Per Client Served:**

**Past performance Served:** This is the final Renewal term for this Agreement. The services were RFP'd with Cayuga being the chosen provider.

**Department Staff Comments:**



ONEIDA COUNTY  
DEPARTMENT OF PLANNING

Boehlert Center at Union Station  
321 Main St., Utica NY 13501  
Phone: (315) 798-5710 Fax: (315) 798-5852

ANTHONY J. PICENTE, JR.  
County Executive  
James J. Genovese II  
Commissioner

March 13, 2023

Anthony J. Picente, Jr.  
County Executive  
Oneida County Office Building  
800 Park Avenue  
Utica, New York 13501

FN 20 23-101

**PUBLIC WORKS**

WAYS & MEANS

Re: U.S. Department of Energy Office of State and Community Energy Programs  
Energy Efficiency and Conservation Block Grant

Dear County Executive Picente:

This letter requests that the Oneida County Board of Legislators pass a Resolution allowing Oneida County to apply to the U.S. Department of Energy Office of State and Community Energy Programs for \$80,830.00 in funding for energy efficiency upgrades in Oneida County buildings.

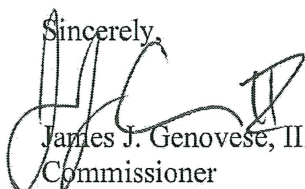
The Energy Efficiency and Conservation Block Grant (EECBG) has been funded with \$550,000,000.00 through the Infrastructure Investment and Jobs Act (IIJA) for State, Local Governments, and Tribes to invest in a variety of eligible activities that will improve energy efficiency. Oneida County is designated a portion of this grant. For the application, Oneida County must choose an energy efficiency initiative or activity to allocate the \$80,830 grant.

Oneida County will implement recommendations and strategies and/or obtain additional technical expertise with this grant money. Oneida County would like to continue with the municipal building benchmarking process indicated in Resolution 2023-012, using this funding for one or more recommendations proposed in the upcoming benchmarking report that correlate with the grant's eligible uses located in Attachment A.

If you agree that Oneida County should make applications to the Office of State and Community Energy Programs for energy efficiency upgrades in Oneida County buildings, I would respectfully request that you forward it to the Oneida County Board of Legislators for their consideration in adopting a formal resolution. Since the deadline to submit the pre-application is April 28, 2023, it is essential that the Board of Legislators take action on this matter at their April 12, 2023 meeting.

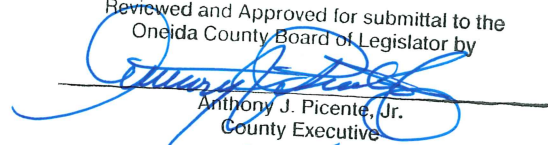
Please feel free to call me if any additional information is required. Thank you for your continued support.

Sincerely,

  
James J. Genovese, II  
Commissioner

Oneida County Department of Planning

Reviewed and Approved for submittal to the  
Oneida County Board of Legislator by

  
Anthony J. Picente, Jr.  
County Executive

Date 3-14-23

Oneida Co. Department: Planning

Competing Proposal \_\_\_\_\_  
Only Respondent \_\_\_\_\_  
Sole Source RFP \_\_\_\_\_  
Other   X  

**ONEIDA COUNTY BOARD  
OF LEGISLATORS**

**Name & Address of Vendor:** U.S. Department of Energy  
Office of State and Community Energy Programs  
1000 Independence Ave. SW  
Washington DC, 20585

**Title of Activity or Service:** Energy Efficiency and Conservation Block Grant

**Proposed Dates of Operation:**

**Client Population/Number to be Served:** Oneida County

**Summary Statements**

1) **Narrative Description of Proposed Services:** The award of \$80,830.00 will be used for one or more recommendations proposed in the upcoming benchmarking report for energy efficiency upgrades to Oneida County Buildings.

2) **Program/Service Objectives and Outcomes:** Energy Efficiency Upgrades

3) **Program Design and Staffing:**

**Total Funding Requested:** \$80,830.00                      **Account**

**Oneida County Dept. Funding Recommendation:** N/A

**Proposed Funding Sources (Federal \$/ State \$/County \$):**

**Cost Per Client Served:** N/A

**Past Performance Data:** N/A

**O.C. Department Staff Comments:** N/A

**INTRODUCTORY  
NO.**

**F.N. 2023-\_\_**

## **ONEIDA COUNTY BOARD OF LEGISLATORS**

**RESOLUTION NO.**

**INTRODUCED BY:** \_\_\_\_\_, \_\_\_\_\_  
**2ND BY: Mr.**

**RE: AUTHORIZATION FOR ONEIDA COUNTY TO MAKE APPLICATION TO THE U.S. DEPARTMENT OF ENERGY OFFICE OF STATE AND COMMUNITY ENERGY PROGRAMS FOR A DESIGNATION GRANT TOTALING \$80,830.00 TO INCREASE ENERGY EFFICIENCY IN ONEIDA COUNTY OWNED BUILDINGS**

**WHEREAS,** The United States Department of Energy Office of State and Community Energy Programs, through the Energy Efficiency and Conservation Block Grant (EECBG), has determined that Oneida County is eligible to receive an \$80,830.00 designation grant.

**WHEREAS,** In order to access the funding, Oneida County must submit a grant application to the Office of State and Community Energy Programs for the designation grant totaling \$80,830.00, and

**WHEREAS,** The EECBG grant will provide Oneida County with financial assistance to implement recommendations and strategies and/or obtain additional technical expertise in reducing energy costs in Oneida County buildings based upon recommendations from a Benchmarking Assessment provided at no cost to Oneida County and in conjunction with eligible grant activities listed in Attachment A, and

**WHEREAS,** The EECBG grant requires a 0% match, but can be used in conjunction with other incentives and grants, now, therefore, be it hereby

**RESOLVED,** That Oneida County Executive Anthony J. Picente, Jr. is authorized to sign applications to be provided to the Office of State and Community Energy Programs for the EECBG grant, and is further authorized to act in connection with the applications to provide such additional information as may be required to request and implement said funds, and it is further

**RESOLVED,** That the County Executive is hereby authorized to execute all documents and certifications required as part of the submission of the applications and to execute such documents as may be required in order to implement the program and enter into agreements as are necessary to accept the award and distribute the funds.



APPROVED: Ways & Means Committee

DATED:

Adopted by the following vote:

AYES \_\_\_ NAYS \_\_\_



**ONEIDA COUNTY**  
**DEPARTMENT OF PUBLIC WORKS**  
 George E. Carle Complex  
 5999 Judd Road, Oriskany, NY 13424  
 Phone: (315) 793-6200 Fax: (315) 768-6299

ANTHONY J. PICENTE, JR.  
 County Executive

MARK E. LARAMIE, P.E.  
 Commissioner

March 6, 2023

FN 20 23-102

Anthony J. Picente, Jr.  
 Oneida County Executive  
 800 Park Avenue  
 Utica, NY 13501

**PUBLIC WORKS**

**WAYS & MEANS**

Dear County Executive Picente,

On April 18, 2019, Oneida County entered into Contract No. 75009 with C&S Engineers, Inc. to prepare plans and specifications for the following bridge rehabilitation projects:

PIN	BIN	Road/Feature	Municipality	Total Funding	
2754.44	3311040	Carmichael Hill Rd over Big Br	Steuben	Federal	\$747,200
	3310390	Glenmore Rd over Furnace Cr	Annsville	County	\$186,800
	3310750	Harris Rd over Canada Cr	Lee	Total	\$934,000

This is a Locally Administered Federal Aid project and expenditures are eligible for up to 80% Federal reimbursement and 15% State reimbursement.

Construction phase services, including on-site project representation, construction inspection, and construction contract administration, have been provided, and further funding is required due to additional time necessary to complete the work.

On October 5, 2022, the Oneida County Board of Acquisition & Contract approved Change Order No. 3 to increase the contract cost by \$17,000.00, for a total of \$489,000.00.

If acceptable, please forward the above change order to the Oneida County Board of Legislators for consideration and approval. Thank you in advance for your attention and continued support.

Sincerely,

Mark E. Laramie, P.E.  
 Commissioner

Enclosures

Reviewed and Approved for submittal to the  
 Oneida County Board of Legislator by

Anthony J. Picente, Jr.  
 County Executive

Date 3-6-23

Oneida County Department: Public Works

Competing Proposal  X  Only Respondent       Sole Source RFP       Other      

**ONEIDA COUNTY BOARD OF LEGISLATORS**

Name & Address of Vendor: C&C Engineers, Inc.  
 499 Col. Eileen Collins Boulevard  
 Syracuse, NY 13212

Title of Activity of Service: Professional Consulting Services – CO No. 3

Proposed Dates of Operation: Start on Execution – 12/31/2022

Client Population/Number to be Served: N/A

Summary Statements

1) Narrative Description of Proposed Services:

The attached Change Order No. 3 is for additional services needed to provide wetland delineation for an existing project involving three bridges.

The following bridge projects are included in this Change Order No. 3.

PIN	BIN	Road/Feature	Municipality	Total Funding	
				Federal	County
2754.44	3311040	Carmichael Hill Rd over Big Br	Steuben	\$747,200	
	3310390	Glenmore Rd over Furnace Cr	Annsville	\$186,800	
	3310750	Harris Rd over Canada Cr	Lee		\$934,000
				<b>Total</b>	<b>\$934,000</b>

These bridges are owned and maintained by Oneida County.

On October 5, 2022, the Oneida County Board of Acquisition and Contract accepted a proposal from C&S Engineers, Inc. with fee of \$17,000.00 to provide additional construction phase services for wetland delineation related to the rehabilitation of the aforementioned bridges.

2) Program/Service Objectives and Outcomes: N/A

3) Program Design and Staffing: N/A

4)Funding

Account #:	H-569
Total Funding Requested:	<b>\$489,000.00</b>
Oneida County Dept. Funding Recommendation:	<b>\$489,000.00</b>
Proposed Funding Sources	
Federal:	\$391,200.00
State:	\$73,350.00
County:	\$24,450.00

Mandated / Not Mandated: Not Mandated

Past Performance Data: N/A

O.C. Department Staff Comments: None



**ONEIDA COUNTY**  
**DEPARTMENT OF PUBLIC WORKS**  
 George E. Carle Complex  
 5999 Judd Road, Oriskany, NY 13424  
 Phone: (315) 793-6235 Fax: (315) 768-6299

ANTHONY J. PICENTE JR.  
 County Executive

MARK E. LARAMIE, P.E.  
 Commissioner

March 7, 2023

Anthony J. Picente Jr.  
 Oneida County Executive  
 800 Park Avenue  
 Utica, NY 13501

FN 20 23-103

**PUBLIC WORKS**

Dear County Executive Picente,

**WAYS & MEANS**

The Oneida County Child Advocacy Center (CAC) is currently located at 930 York Street, Utica, NY. This facility is owned by New York State and is part of the former Utica Psychiatric Center campus. New York State decided to cease operation and maintenance of the facility housing CAC therefore a new location for CAC operations must be secured.

On or about July 29, 2021, proposals were solicited for the lease of approximately 5,000 square feet of professional office space for the Child Advocacy Center ("CAC"). Special consideration was given to contiguous office space with close proximity to 800 Park Avenue, Utica, with private or semi-private off-street parking for at least 20 vehicles. On July 28, 2022, one proposal was received from 1415 Genesee Street Building, LLC, for approximately 5,040 square feet of office space at 1415 Genesee Street, Utica, NY 13501.

Following a detailed review of proposed floorplans, it was determined the proposed space would meet minimum requirements and the enclosed lease agreement was successfully negotiated. The proposed lease rate is \$64,915.20 annually (County 63.54%, State 17.22%, Federal 19.24%) for a five (5) year term with an option to renew for an additional five (5) years.

If acceptable, please forward the enclosed lease agreement to the Oneida County Board of Legislators for consideration.

Thank you for your continued support.

Sincerely,

Mark E. Laramie, P.E.  
 Commissioner

Reviewed and Approved for submittal to the  
 Oneida County Board of Legislator by  
  
 Anthony J. Picente, Jr.  
 County Executive  
 Date 3-9-23

Oneida Co. Department: Public Works

Competing Proposal \_\_\_\_\_  
Only Respondent \_\_\_\_\_  
Sole Source RFP \_\_\_\_\_  
Other \_\_\_\_\_

**ONEIDA COUNTY BOARD  
OF LEGISLATORS**

**Name & Address of Vendor:**

1415 GENESEE ST BLDG, LLC  
1417 Genesee Street  
Utica, New York 13501

**Title of Activity or Service:**

Lease of Office Space  
1415 Genesee Street, Utica

**Proposed Dates of Operation:**

March 1, 2023 – February 29, 2028 (Initial Term)  
March 1, 2028 – February 28, 2033 (Renewal)

**Client Population/Number to be Served:**

**Summary Statements**

- 1) **Narrative Description of Proposed Services:** Lease for office space at 1415 Genesee Street, Utica, for Child Advocacy Center operations with an initial five (5) year term includes a renewal term of an additional five (5) years. The initial proposed lease rate is \$64,915.20 (subject to escalations) annually (Federal 19.24%, State 17.22%, County 63.54%) for a five (5) year term with an option to renew for an additional five (5) years.
- 2) **Program/Service Objectives and Outcomes:** N/A
- 3) **Program Design and Staffing:** N/A

**Total Funding Requested:** ~\$689,287.23

**Account #A6010.417**

**Oneida County Dept. Funding Recommendation:** ~\$689,287.23

**Proposed Funding Sources (Federal \$/ State \$/County \$):** Federal \$132,618.86 (19.24%)  
State \$118,695.26 (17.22%)  
County \$437,973.10 (63.54%)

**Cost Per Client Served:** N/A

**Past Performance Data:** N/A

**O.C. Department Staff Comments:** N/A



ONEIDA COUNTY  
DEPARTMENT OF PUBLIC WORKS  
George E. Carle Complex  
5999 Judd Road, Oriskany, NY 13424  
Phone: (315) 793-6235 Fax: (315) 768-6299

ANTHONY J. PICENTE JR.  
County Executive

MARK E. LARAMIE, P.E.  
Commissioner

March 9, 2023

Anthony J. Picente Jr.  
Oneida County Executive  
800 Park Avenue  
Utica, NY 13501

FN 20 23-104

**PUBLIC WORKS**

**WAYS & MEANS**

Dear County Executive Picente,

Attached for your approval is a lease renewal with Adirondack Railway Preservation Society for use of office space at 321 Main Street, Utica (Union Station). The leased space is used for administrative offices, ticket sales, and a gift shop.

The terms of this renewal agreement are for a period of five (5) years commencing January 1, 2023 and ending December 31, 2027. The annual rate is \$9,000.00 for each year which is a 46% increase over 2022 rates. The total value will be \$45,000.00 over the life of the lease.

If you agree with the renewal terms, please forward the enclosed lease agreement to the Oneida County Board of Legislators for consideration.

Thank you for your continued support.

Sincerely,

Mark E. Laramie, PE  
Commissioner

cc: Patrick Cassidy, Deputy Commissioner

Reviewed and Approved for submittal to the  
Oneida County Board of Legislators by

Anthony J. Picente, Jr.  
County Executive

Date 3-9-23

31

Oneida Co. Department: Public Works

Competing Proposal \_\_\_\_\_  
Only Respondent \_\_\_\_\_  
Sole Source RFP \_\_\_\_\_  
Other  X

## ONEIDA COUNTY BOARD OF LEGISLATORS

**Name & Address of Vendor:** Adirondack Railway Preservation Society, Inc.  
321 Main Street,  
Utica, NY 13501

**Title of Activity or Service:** Lease Agreement  
**Proposed Dates of Operation:** 1/1/2023 – 12/31/2027  
**Client Population/Number to be Served:** N/A

### Summary Statements

#### 1) Narrative Description of Proposed Services:

The Adirondack Railway Preservation Society, Inc. leases office space at 321 Main Street, Utica (Union Station). The leased space is used for administrative offices, ticket sales, and a gift shop. The current lease expired on December 31, 2022. The proposed lease is for a five-year term, commencing January 1, 2023 and ending December 31, 2027. The proposed annual rate is \$9,000.00 for the first year and each successive year. The proposed rate is a 46% increase over the 2022 rate.

2) Program/Service Objectives and Outcomes: N/A

3) Program Design and Staffing: N/A

**Total Funding Requested:** \$0 (lessee will pay \$45,000.00)      **Account #:** A1620

**Oneida County Dept. Funding Recommendation:** N/A  
**Proposed Funding Sources (Federal \$/ State \$/County \$):** N/A

**Cost Per Client Served:** N/A  
**Past Performance Data:** N/A  
**O.C. Department Staff Comments:** None



**ONEIDA COUNTY  
DEPARTMENT OF PUBLIC WORKS**

George E. Carle Complex  
5999 Judd Road, Oriskany, NY 13424  
Phone: (315) 793-6200 Fax: (315) 768-6299

ANTHONY J. PICENTE, JR.  
County Executive

MARK E. LARAMIE, P.E.  
Commissioner

March 7, 2023

FN 20 23 165

Anthony J. Picente, Jr.  
Oneida County Executive  
800 Park Avenue  
Utica, NY 13501

**PUBLIC WORKS**  
WAYS & MEANS

Dear County Executive Picente,

Enclosed is a contract for engineering design services in replacing various structures on Holman City Road (CR 2) and Church Road (CR 20), in the Town of Paris. The County has received a State and Municipal Facilities Program (SAM) grant for this project, PIN #7382.

Requests for proposals were solicited from qualified Consultants, and on October 19, 2022, the Board of Acquisition & Contract awarded the contract to Fisher Associates, P.E., L.S., L.A., D.P.C., to provide the engineering design services for the aforementioned project in the amount of \$111,200.00.

Please consider the attached Agreement, and if it meets with your approval, please forward to the Board of Legislators for further approval. Thank you in advance for your consideration and approval.

Thank you for your continued support.

Sincerely,

Mark E. Laramie, P.E.  
Commissioner

Enclosures

Reviewed and Approved for submittal to the  
Oneida County Board of Legislator by

Anthony J. Picente, Jr.  
County Executive

Date 3-7-23



Oneida County Department: Public Works

Competing Proposal  X  Only Respondent \_\_\_\_\_ Sole Source RFP \_\_\_\_\_ Other \_\_\_\_\_

**ONEIDA COUNTY BOARD OF LEGISLATORS**

Name & Address of Vendor:	Fisher Associates, P.E., L.S., L.A., D.P.C. 180 Charlotte Street Rochester, NY 14607
Title of Activity of Service:	Engineering Design Services – Replacement of Various Structures on Holman City Road and Church Road, Town of Paris (SAM Grant PIN #7382)
Proposed Dates of Operation:	Start on Execution – 12/31/2023
Client Population/Number to be Served:	N/A

Summary Statements

1) Narrative Description of Proposed Services:

The enclosed contract is for engineering design services in replacing various structures on Holman City Road and Church Road, in the Town of Paris. The County has received a State and Municipal Facilities Program (SAM) grant for this project.

Requests for proposals were solicited from qualified Consultants, and on October 19, 2022, the Board of Acquisition & Contract awarded the contract to Fisher Associates, P.E., L.S., L.A., D.P.C., to provide the engineering design services for the aforementioned project in the amount of \$111,200.00.

2) Program/Service Objectives and Outcomes: N/A

3) Program Design and Staffing: N/A

4) Funding	Account #:	H-298
	Total Funding Requested:	\$111,200.00
	Oneida County Dept. Funding Recommendation:	\$111,200.00
	Proposed Funding Sources	
		Federal: \$0.00
		State: \$0.00
		County: \$111,200.00

Mandated / Not Mandated: Not Mandated

Past Performance Data: N/A

O.C. Department Staff Comments: None

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ONEIDA COUNTY  
DEPARTMENT OF PUBLIC WORKS  
George E. Carle Complex  
5999 Judd Road, Oriskany, NY 13424  
Phone: (315) 793-6200 Fax: (315) 768-6299

ANTHONY J. PICENTE, JR.  
County Executive

MARK E. LARAMIE, P.E.  
Commissioner

February 28, 2023

FN 20 23 106

Anthony J. Picente, Jr.  
Oneida County Executive  
800 Park Avenue  
Utica, NY 13501

**PUBLIC WORKS**

WAYS & MEANS

Dear County Executive Picente,

Enclosed is the contract for design services for various bridge and structure replacement projects to be constructed in 2024. The included projects are:

1. Replacement of Structure C2A-13, Kellogg Street over Martin Brook, Town of Kirkland
2. Replacement of Structure C1A-53, Fuller Road over Tributary of Steuben Creek, Town of Steuben
3. Replacement of Structure C2-43, Town Line Road over Tributary of Mud Creek, Town of Vernon
4. Replacement of Structure C3-54, Jug Point Road over Black Creek, Town of Verona
5. Replacement of Structure C6B-53, Stokes-Westernville Road over Branch Mohawk River, Town of Western

Proposals were solicited from qualified consultants and responses were evaluated. On September 21, 2022, the Board of Acquisition & Contract awarded the contract to Fisher Associates, P.E., L.S., L.A., D.P.C., to provide design services for the aforementioned projects for a total estimated fee in the amount of \$125,200.00.

If acceptable, please forward the above contract to the Oneida County Board of Legislators for consideration and approval.

Thank you for your continued support.

Sincerely,

Mark E. Laramie, P.E.  
Commissioner

Enclosures

Reviewed and Approved for submittal to the  
Oneida County Board of Legislators by

Anthony J. Picente, Jr.  
County Executive

Date 3-1-23

Oneida County Department: Public Works

Competing Proposal  X  Only Respondent \_\_\_\_\_ Sole Source RFP \_\_\_\_\_ Other \_\_\_\_\_

**ONEIDA COUNTY BOARD OF LEGISLATORS**

Name & Address of Vendor: Fisher Associates, P.E., L.S., L.A., D.P.C.  
180 Charlotte Street  
Rochester, NY 14607

Title of Activity of Service: Project Design Services

Proposed Dates of Operation: Start on Execution – 12/31/2023

Client Population/Number to be Served: N/A

**Summary Statements**

**1) Narrative Description of Proposed Services:**

Enclosed is the contract for design services for various bridge and structure replacement projects to be constructed in 2024. The included projects are:

1. Replacement of Structure C2A-13, Kellogg Street over Martin Brook, Town of Kirkland
2. Replacement of Structure C1A-53, Fuller Road over Tributary of Steuben Creek, Town of Steuben
3. Replacement of Structure C2-43, Town Line Road over Tributary of Mud Creek, Town of Vernon
4. Replacement of Structure C3-54, Jug Point Road over Black Creek, Town of Verona
5. Replacement of Structure C6B-53, Stokes-Westernville Road over Branch Mohawk River, Town of Western

Proposals were solicited from qualified consultants and responses were evaluated. On September 21, 2022, the Board of Acquisition & Contract awarded the contract to Fisher Associates, P.E., L.S., L.A., D.P.C., to provide design services for the aforementioned projects for a total estimated fee in the amount of \$125,200.00. Note, Acquisition & Contract’s minutes show an award of \$125,000, thereby omitting \$200.00. We suggest treating the discrepancy as a scrivener’s error.

2) Program/Service Objectives and Outcomes: N/A

3) Program Design and Staffing: N/A

4) Funding	Account #:	H-615
	Total Funding Requested:	\$125,200.00
	Oneida County Dept. Funding Recommendation:	\$125,200.00
Proposed Funding Sources	Federal:	\$ 0.00
	State:	\$0.00
	County:	\$125,200.00

Mandated / Not Mandated: Not Mandated

Past Performance Data: N/A

O.C. Department Staff Comments: None

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ONEIDA COUNTY  
 DEPARTMENT OF EMERGENCY SERVICES  
 FIRE COORDINATOR  
 911 CENTER

ANTHONY J. PICENTE, JR.  
 County Executive

EDWARD T. STEVENS  
 Director

120 Base Road ♦ Oriskany, New York 13424  
 Phone: (315) 765-2526 ♦ Fax: (315) 765-2529

March 6, 2023

FN 20 23-107

Honorable Anthony J. Picente Jr.  
 Oneida County Executive  
 800 Park Ave  
 Utica, New York 13501

PUBLIC SAFETY

WAYS & MEANS

Dear County Executive Picente,

C&S Engineers, Inc. has been providing the County with project management services for the radio system upgrade. As we continue to expand our project, it is necessary to do a sixth amendment to their contract, from \$892,544.00 to \$995,544.00 (an increase of \$103,000.00 for this 7<sup>th</sup> amendment). This amendment will also change the end date of the contract to December 31, 2023. This will allow us to continue work on the buildout of the Annsville and Floyd towers which were delayed in 2021 for a variety of reasons.

Our office has reviewed the contract amendment and finds it to be in conformance with the requirements of the project. If you find this amendment acceptable, I ask that you forward this same to the Board of Legislators for their approval.

Should you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

Edward T. Stevens  
 Director of Emergency Services

ETS/EJT

Reviewed and Approved for submittal to the  
 Oneida County Board of Legislators by

Anthony J. Picente, Jr.  
 County Executive

Date 3-6-23

Oneida Co. Department: Emergency Services

Competing Proposal   X    
Only Respondent \_\_\_\_\_  
Sole Source RFP \_\_\_\_\_  
Other \_\_\_\_\_

**ONEIDA COUNTY BOARD  
OF LEGISLATORS**

**Name & Address of Vendor:** C&S Engineers, Inc.  
499 Col. Eileen Collins Blvd.  
Syracuse, NY 13212

**Title of Activity or Service:** Project Management Services

**Proposed Dates of Operation:** Effective Date - December 31, 2023

**Client Population/Number to be Served:** Oneida County

**Summary Statements**

- 1) **Narrative Description of Proposed Services:** Contractor will provide project management services for the Emergency Communications Improvement Project. The next phase of this project involves towers in Annsville and Floyd.
- 2) **Program/Service Objectives and Outcomes:** Project management services in support of the upgrade project.
- 3) **Program Design and Staffing:** As described.

**Total Funding Requested:** \$103,000.00

**Account # H588**

(Amended Contract brings the total contract cost to \$995,544 with this 7<sup>th</sup> amendment)

**Oneida County Dept. Funding Recommendation:** \$103,000.00

**Proposed Funding Sources (Federal \$/ State \$/County \$):** County funds

**Cost Per Client Served:** N/A

**Past Performance Data:** N/A

**O.C. Department Staff Comments:** C&S has been working with us on this communications system upgrade project since the start. We wish to continue to utilize their knowledge and contact within the communications field.



ONEIDA COUNTY  
 DEPARTMENT OF EMERGENCY SERVICES  
 FIRE COORDINATOR  
 911 CENTER  
 STOP DWI PROGRAM

ANTHONY J. PICENTE, JR.  
 County Executive

EDWARD STEVENS  
 Director

120 Base Road ♦ Oriskany, New York 13424

Phone: 315-765-2526 ♦ Fax: 315-765-2529

FN 20 23-108

March 2, 2023

Honorable Anthony J. Picente Jr.  
 Oneida County Executive  
 800 Park Ave.  
 Utica New York, 13501

**PUBLIC SAFETY**

WAYS & MEANS

Dear County Executive Picente,

The Oneida County Department of Emergency Services requests to enter into a contract with Pictometry International Corp. for aerial imagery of Oneida County. The County has been utilizing Pictometry for many years to further the County's emergency planning and response. Pictometry is also used by the Oneida County Planning Department and other local governments. This contract will enable Pictometry International to complete two fly overs in the next six years. This would also allow for much needed updated imagery and information. Total cost for the project would be \$466,542.80 which would be paid annually for six years at \$77,757.13.

If you agree with this contract, I respectfully request that you forward this contract to the Board of Legislators for their approval.

If I can be of further assistance please feel free to contact me.

Sincerely,

Edward T. Stevens  
 Director of Emergency Services

Reviewed and Approved for submittal to the  
 Oneida County Board of Legislator by

Anthony J. Picente, Jr.  
 County Executive

Date 3-3-23

Oneida Co. Department: Emergency Services

Competing Proposal \_\_\_\_\_  
Only Respondent \_\_\_\_\_  
Sole Source RFP \_\_\_\_\_  
Other  X

**ONEIDA COUNTY BOARD  
OF LEGISLATORS**

**Name & Address of Vendor:** Pictometry International Corp  
100 Town Centre Drive Suite A  
Rochester NY 14623

**Title of Activity or Service:** Flyover Imagery of Oneida County

**Proposed Dates of Operation:** Start on Execution

**Client Population/Number to be Served:** Oneida County

**Summary Statements**

- 1) **Narrative Description of Proposed Services:** This six-year agreement will provide imagery of all of Oneida County. This will include two separate flyovers three years apart.
- 2) **Program/Service Objectives and Outcomes:** The primary objective is to provide imagery of Oneida County for all police, fire, and local government use.
- 3) **Program Design and Staffing:** N/A

**Total Funding Requested:** \$466,542.80

**Account #** 3020.492

**Oneida County Dept. Funding Recommendation:** \$466,542.80

**Proposed Funding Sources (Federal \$/State \$/County \$):** County funds

**Cost Per Client Served:** N/A

**Past Performance Data:** N/A

**O.C. Department Staff Comments:** This contract will provide imagery for public safety and all government levels throughout Oneida County

Anthony J. Picente Jr.  
Oneida County Executive



Amanda L. Cortese-Kolasz  
Commissioner of Personnel

**ONEIDA COUNTY  
DEPARTMENT OF PERSONNEL**

County Office Building ♦ 800 Park Avenue ♦ Utica, New York 13501-2986  
Phone: (315) 798-5726 ♦ Fax: (315) 798-6490

March 7, 2023

FN 20 23-109

Hon Anthony J. Picente  
Oneida County Executive  
800 Park Avenue  
Utica, New York 13501

PUBLIC SAFETY

WAYS & MEANS

**Re: Reallocation of the Title Deputy Probation Director (Group B)**

Dear County Executive Picente:

Upon review of salary allocations, history of reallocations, increases in job responsibilities and recruitment efforts for titles, I have determined that there is recruitment difficulty for the title Deputy Probation Director (Group B). There was only one (1) applicant the last time that the exam was given, and only three (3) applicants for the holding before that. Additionally, the title has never been reallocated since its original allocation.

As a result, I am recommending that the title Deputy Probation Director (Group B) be reallocated from Grade 32M, Step 4, \$55,199 to Grade 39M, Step 4, \$70,754, retroactive to February 28, 2023.

If you concur, I respectfully request that you forward this recommendation to the Board of Legislators for consideration at their next meeting. As always, I am available to address any questions or concerns that either you or the Board may have regarding this matter.

Respectfully submitted,

Amanda L. Cortese-Kolasz  
Commissioner of Personnel

cc: County Attorney  
Budget  
Probation

Reviewed and Approved for submittal to the  
Oneida County Board of Legislator by

Anthony J. Picente, Jr.  
County Executive

Date 3-8-23



Anthony J. Picente Jr.  
Oneida County Executive



Amanda L. Cortese-Kolasz  
Commissioner of Personnel

**ONEIDA COUNTY  
DEPARTMENT OF PERSONNEL**

County Office Building ♦ 800 Park Avenue ♦ Utica, New York 13501-2986  
Phone: (315) 798-5726 ♦ Fax: (315) 798-6490

March 7, 2023

FN 20 23 - 110

Hon Anthony J. Picente  
Oneida County Executive  
800 Park Avenue  
Utica, New York 13501

PUBLIC SAFETY

WAYS & MEANS

**Re: Request to fund Positions – Probation Department**

Dear County Executive Picente:

Enclosed, please find a letter from Holly Bolton, Probation Director, seeking to fund position numbers 3140-038 and 3140-907 in the title Probation Assistant, and also seeking to fund position number 3140-013 in the title Probation Officer I. Director Bolton's letter provides details on the need for these positions and the funding source.

Based upon this, I am requesting that positions 3140-038 and 3140-907 be funded in the title Probation Assistant at Grade 25W, Step 4, \$43,074, and that position 3140-013 be funded in the title Probation Officer I at Grade 27W, Step 4, \$46,647.

If you concur, I respectfully request that you forward this recommendation to the Board of Legislators for consideration at their next meeting. As always, I am available to address any questions or concerns that either you or the Board may have regarding this matter.

Respectfully submitted,

Amanda L. Cortese-Kolasz  
Commissioner of Personnel

cc: County Attorney  
Budget  
Probation

Reviewed and Approved for submittal to the  
Oneida County Board of Legislator by

Anthony J. Picente, Jr.  
County Executive

Date 3-8-23



**ONEIDA COUNTY  
DEPARTMENT OF PROBATION**

Boehlert Center at Union Station

ANTHONY J. PICENTE, JR.  
County Executive

HOLLY BOLTON  
DIRECTOR

321 Main Street, 2<sup>nd</sup> Floor, Utica, New York 13501  
Utica ~ Phone: (315) 798-5914 Fax: (315) 624-3684  
300 West Dominick Street, Rome, New York 13440  
Rome ~ Phone: (315) 356-2900 Fax: (315) 337-5025  
E-mail: [probation@ocgov.net](mailto:probation@ocgov.net) · Web Site: [www.ocgov](http://www.ocgov)

2/2/23

Amanda Cortese-Kolasz  
Oneida County Commissioner of Personnel  
800 Park Avenue  
Utica, NY 13501

Dear Mrs. Cortese-Kolasz,

I am requesting that three (3) positions that were unfunded in the 2023 budget for the Probation Department be added back into our budget. They are all within cost center 3140. Two positions are for Probation Assistants, position #38 and #907; and one Probation Officer position, which is #13.

The Probation Department received a Grant Award from New York State Division of Criminal Justice Services on October 14, 2022 in the amount of \$512,795.00 for County Pretrial Services. This grant money remains in account A999. We would utilize these three above positions for pretrial services. The salaries and fringes for these three positions would not cost the County any money, and will be paid entirely from this grant.

We are also requesting to have \$12,000.00 of the \$512,975.00 grant moved to A3141.413 to cover the cost of GPS bracelets that we are using to monitor some individuals that we are putting on pretrial services, so we are able to monitor his/her whereabouts. We had previously budgeted \$18,000.00 for the GPS bracelets, but we are using more than we originally anticipated.

Not only would these three positions not cost the County any money, they would also save the County money in the long run as they would offer services to individuals who will be on pretrial release rather than be incarcerated. We will also have a Probation Assistant working within the Utica City School District in an attempt to help the children prior to them getting involved in criminal activity.

Respectfully submitted,

Holly Bolton  
Probation Director

H9

Anthony J. Picente Jr.  
Oneida County Executive



Amanda L. Cortese-Kolasz  
Commissioner of Personnel

**ONEIDA COUNTY  
DEPARTMENT OF PERSONNEL**

County Office Building ♦ 800 Park Avenue ♦ Utica, New York 13501-2986  
Phone: (315) 798-5726 ♦ Fax: (315) 798-6490

March 7, 2023

FN 20 23-111

Hon Anthony J. Picente  
Oneida County Executive  
800 Park Avenue  
Utica, New York 13501

**PUBLIC SAFETY**

**WAYS & MEANS**

**Re: Elimination of Two (2) Full-Time Assistant Public Defender Positions and Creation of Two (2) Part-Time Assistant Public Defender Positions**

Dear County Executive Picente:

Enclosed please find correspondence from Public Defender, Tina L. Hartwell, Esq., seeking to eliminate full-time Assistant Public Defender position numbers 1170-010 and 1170-018, and create two (2) part-time Assistant Public Defender positions in cost center 1174. Further details explaining this request are contained in Public Defender Hartwell's letter.

Based upon this, I am requesting that positions 1170-010 and 1170-018 be abolished, and that two (2) part-time Assistant Public Defender positions be created at Grade 22P, Step 4, \$38,971. Abolishing the full-time positions and creating new part-time positions is necessary, as the Personnel Department assigns a different number series to part-time positions and full-time positions for ease in identification and tracking.

If you concur, I respectfully request that you forward this recommendation to the Board of Legislators for consideration at their next meeting. As always, I am available to address any questions or concerns that either you or the Board may have regarding this matter.

Respectfully submitted,

Amanda L. Cortese-Kolasz  
Commissioner of Personnel

cc: County Attorney  
Budget  
Public Defender

Reviewed and Approved for submittal to the  
Oneida County Board of Legislators by

Anthony J. Picente, Jr.  
County Executive

Date 3-8-23



**ONEIDA COUNTY PUBLIC DEFENDER  
CRIMINAL DIVISION**

Historic Union Station  
321 Main St., Suite 25, Utica NY 13501  
Phone: (315) 798-5870 Fax: (315) 734-0364

DAVID A. COOKE, ESQ.  
Chief Appellate Counsel

LUKE A. NEBUSH, ESQ.  
Chief Trial Counsel

TINA L. HARTWELL., ESQ.  
Public Defender

February 21, 2023

Amanda L. Cortese-Kolasz, Esq.  
Commissioner of Personnel  
Oneida County Personnel Department  
800 Park Avenue  
Utica, New York 13501

RE: Changing Two (2) Full-time Attorney Positions to Two (2) Part-time Attorney Positions

Dear Commissioner Cortese-Kolasz:

I would like to reclassify two full-time attorney positions (in cost center 1170, County funded) to two part-time attorney positions. As you know, law offices throughout the County have had difficulty hiring full-time attorneys and my office is no exception. I currently have eleven (11) full-time attorney positions that are vacant (seven in cost center 1170). Although I have lacked full-time attorney applicants, after posting for one part-time attorney position, I received a few applicants that are experienced and would be appropriate hires. Therefore, I would like to change two (2) of the vacant full-time attorney positions (lines 10 & 18, cost center 1170) to two (2) part-time attorney positions.

This change from full-time attorneys to part-time attorneys will also save the County money with the difference in full-time salary plus fringe to a part-time salary without fringe. Later, if I am in a position to have all attorney positions filled, I will then request to add full-time attorney positions (after getting State approval for more exempt positions) in the 1174 cost center, which is fully State funded.

I am happy to provide any further information that you may need to support this request. Attached please find two (2) Form-222s related to this request. Thank you for your time.

Sincerely,

Tina L. Hartwell, Esq.  
Public Defender, Criminal Division

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Received  
ONEIDA  
COUNTY  
FEB 22 2023  
PERSONNEL  
DEPARTMENT  
Received

Anthony J. Picente Jr.  
Oneida County Executive



Amanda L. Cortese-Kolasz  
Commissioner of Personnel

**ONEIDA COUNTY  
DEPARTMENT OF PERSONNEL**

County Office Building ♦ 800 Park Avenue ♦ Utica, New York 13501-2986  
Phone: (315) 798-5726 ♦ Fax: (315) 798-6490

March 7, 2023

Hon Anthony J. Picente  
Oneida County Executive  
800 Park Avenue  
Utica, New York 13501

FN 20 23-112

**PUBLIC SAFETY**

**WAYS & MEANS**

**Re: Appointment of Luke Davignon to Assistant Public Defender I, Grade 46P, Step 7**

Dear County Executive Picente:

Enclosed please find correspondence from Public Defender, Tina L. Hartwell, Esq., seeking approval to appoint Luke Davignon as Assistant Public Defender I, at Grade 46P, Step 8. This request is based, in part, on a request to consider Mr. Davignon's prior service with Oneida County in the District Attorney's Office.

A review of Mr. Davignon's Civil Service Roster Record and Personnel file show that he resigned from his position of Assistant District Attorney on October 8, 2021. At that time, Mr. Davignon was paid at Grade 46P, Step 7. After consultation with you, and considering Public Defender Hartwell's request, I submit to you a request to appoint Mr. Davignon at Grade 46P, Step 7, at a salary of \$96,416. This action would restore Mr. Davignon to the step on the salary schedule that he was at when he left County employment.

If you concur, please forward this request to the Board of Legislators for consideration at their next meeting.

Respectfully submitted,

Amanda L. Cortese-Kolasz  
Commissioner of Personnel

cc: Tina L. Hartwell, Esq.

Reviewed and Approved for submittal to the  
Oneida County Board of Legislators by

Anthony J. Picente, Jr.  
County Executive

Date 3-8-23



ONEIDA COUNTY PUBLIC DEFENDER  
CRIMINAL DIVISION

Boehlert Center at Union Station  
321 Main St., Utica NY 13501  
Phone: (315) 798-5870 Fax: (315) 734-0364

TINA L. HARTWELL, ESQ.  
Public Defender

DAVID A. COOKE, ESQ.  
Chief Appellate Counsel

LUKE A. NEBUSH, ESQ.  
Chief Trial Counsel

March 1, 2023

Hon. Anthony J. Picente, Jr.  
Oneida County Executive  
800 Park Avenue  
Utica, New York 13501

RE: APD I applicant Luke Davignon starting salary request

Dear County Executive Picente:

There is a well-qualified applicant to fill a full-time attorney position in my office that I would like to hire. His name is Luke Davignon, and he was approved for employment on February 27, 2023. Luke previously worked for the Oneida County District Attorney's office from 4/2012-10/2021. Prior to working in the District Attorney's office, Luke worked as an attorney at the law firm of Carter, Conboy, Case, Blackmore, Laird and Maloney from 9/2007-4/2012. After leaving the District Attorney's office, Luke accepted assignments from the Oneida County Supplemental Assigned Counsel Program from 10/2021 to present, as a solo practitioner. I have attached his resume for your convenience.

When Luke was approved for employment, because he left County employment more than a year ago, I was advised that, while he qualified as an Assistant Public Defender I (46P), his salary would start at the beginning (step 4). When Luke left the District Attorney's office, he was a grade 46P, at step 7, with a salary of \$91,768 plus \$500 longevity. I was also advised, per civil service rules, that if I was looking for a salary higher than that which was approved, that I would have to make a request to you to start at a higher step (up to 2 steps higher), and if I was seeking a salary higher than two steps, that after your approval, my request would have to go to the Board of Legislators for approval.

I am writing to respectfully make that request. More specifically, I am asking that you approve applicant Luke Davignon to start as an Assistant Public Defender I at grade 46P, step 8, with a salary of \$99,507. I understand that my request is 2 steps beyond the 2 steps for which you are allowed to approve without Board approval, but I hope that you agree with me that Luke's many years of prior experience, as an attorney, particularly the nine (9) years working in criminal law, along with his prior military service makes him a deserving applicant for this salary.

If you approve of raising his starting step to step 6, I respectfully request that you forward my request to the Board to raise his starting step to step 8. If there is any other supporting documentation that you would like to review, please let me know and I will forward that information to you immediately. Thank you for your time and consideration.

Sincerely,

Tina L. Hartwell, Esq.  
Oneida County Public Defender – Criminal Division

Cc: Amanda L. Cortese-Kolasz, Esq.  
Commissioner of Personnel

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Office of the Sheriff



County of Oneida

Undersheriff Joseph Lisi  
Chief Deputy Lisa Zurek

Chief Deputy Jonathan Owens  
Chief Deputy Derrick O'Meara

*Sheriff Robert M. Maciol*

February 27, 2023

FN 20 23-113

The Honorable Anthony J. Picente, Jr.  
Oneida County Executive  
Oneida County Office Building  
800 Park Avenue  
Utica, NY 13501

PUBLIC SAFETY  
WAYS & MEANS

Dear County Executive Picente:

The Sheriff's Office has been awarded funds from the Bureau of Justice Services for its participation in the FY21 State Criminal Alien Assistance Program (SCAAP). Justice Benefits, Inc. prepares the application for inmates meeting certain criteria that must be retrieved from our inmate data bases and submitted to the Bureau of Justice Assistance. Use of these SCAAP funds is limited and must be earmarked for a specific purpose.

The grant award is \$36,161. Justice Services Inc. is entitled to a commission of the award. The remaining funds will be used for medical and mental health services for the Corrections Division. This additional amount will be necessary as the yearly medical contract is anticipated to be higher than budgeted.

I respectfully request that this matter be acted on at the Board of Legislators next board meeting.

**The 2022 Supplemental Appropriation request is as follows:**

Increase: A3150.195-130 Comprehensive Medical Contract \$ 36,161

**This supplemental appropriation will be fully supported by revenue received in:**

Increase: A3110.4389-140 Federal Aid-Alien Assistance \$ 36,161

I would like to thank you for your time and diligent attention to this matter in advance. If you have any questions, require clarification or seek additional information from me in order to help you make a decision regarding my request, please do not hesitate to contact me at any point in time.

Sincerely,

Robert M. Maciol,  
Oneida County Sheriff

Reviewed and Approved for submittal to the  
Oneida County Board of Legislators by

Anthony J. Picente, Jr.  
County Executive

Date 3-3-23

**Administrative Office**  
6065 Judd Road Oriskany, NY 13424  
Voice (315) 736-8364  
Fax (315) 765-2205

**Law Enforcement Division**  
6065 Judd Road Oriskany, NY 13424  
Voice (315) 736-0141  
Fax (315) 736-7946

**Correction Division**  
6075 Judd Road Oriskany, NY 13424  
Voice (315) 768-7804  
Fax (315) 765-2327

**Civil Division**  
200 Elizabeth Street Utica, NY 13501  
Voice (315) 798-5862  
Fax (315) 798-6495

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Office of the Sheriff



County of Oneida

Undersheriff Joseph Lisi  
Chief Deputy Lisa Zurek

Chief Deputy Jonathan Owens  
Chief Deputy Derrick O'Meara

*Sheriff Robert M. Maciol*

February 27, 2023

The Honorable Anthony J. Picente, Jr.  
Oneida County Executive  
Oneida County Office Building  
800 Park Avenue  
Utica, NY 13501

FN 20 23-114  
PUBLIC SAFETY

Dear County Executive Picente:

The Sheriff's Office would like to request a Supplemental Appropriation of Funds of \$10,372.07. These funds will be used for the purchase of body armor. This supplemental appropriation is supported by unbudgeted revenue from the Soft Body Armor (SBA) Grant received into account A3120.4389-125.

I respectfully request that this matter be acted on at the next Board of Legislators meeting.

<u>Expense Account for the Supplemental Appropriation</u>	<u>Amount</u>
A3120.436-100 Uniforms/Clothing – Body Armor	\$10,372.07

The Supplemental Appropriation will be fully supported by:

<u>Revenue Account</u>	<u>Amount</u>
A3120.4389-125 Federal Aid – Grants	\$10,372.07

I would like to thank you for your time and diligent attention to this matter in advance. If you have any questions, require clarification or seek additional information from me in order to help you make a decision regarding my request, please do not hesitate to contact me at any point in time.

Sincerely,

Robert M. Maciol,  
Oneida County Sheriff

Reviewed and Approved for submittal to the  
Oneida County Board of Legislator by

Anthony J. Picente, Jr.  
County Executive

Date 3-3-23

**Administrative Office**

6065 Judd Road Oriskany, NY 13424  
Voice (315) 736-8364  
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**Law Enforcement Division**

6065 Judd Road Oriskany, NY 13424  
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200 Elizabeth Street Utica, NY 13501  
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Fax (315) 798-6495

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Undersheriff Joseph Lisi  
Chief Deputy Lisa Zurek

Chief Deputy Jonathan Owens  
Chief Deputy Derrick O'Meara

*Sheriff Robert M. Maciol*

February 20, 2023

FN 20 23-115

The Honorable Anthony J. Picente, Jr.  
Oneida County Executive  
Oneida County Office Building  
800 Park Avenue  
Utica, NY 13501

**PUBLIC SAFETY**  
WAYS & MEANS

Dear County Executive Picente,

The Commissary Account is offset by revenues from Inmates in the Correctional Facility. Per the New York State Commission of Corrections Minimum Standards 7016.1c "profits resulting from Commissary sales shall be deposited in a separate bank account and shall be utilized only for purposes of prisoner welfare and rehabilitation."

In 2022, there was a profit of \$368,978.65. The profit, offset by the 2023 Budget amount of \$261,083 results in a 2023 Supplemental Appropriation of \$107,895.65. The supplemental appropriation is prepared for the profit to fund programs, equipment, or supplies for the purposes set forth by the Commission.

I respectfully request that this matter be acted on at the next Board of Legislators' meeting.

The 2023 Supplemental Appropriation request is as follows:

A3152.211-000 Office Equipment.....	\$10,000.00
A3152.212-000 Computer Hardware.....	\$40,000.00
A3152.290-110 Recreational Equipment.....	\$ 5,500.00
A3152.290-000 Other Equipment.....	\$ 5,495.00
A3152.411-000 Office Supplies.....	\$ 5,000.00
A3152.491-102 Recreational Supplies.....	\$ 5,000.00
A3152.491-000 Other Materials & Supplies.....	\$10,000.00
A3152.492-000 Computer Software & Licenses.....	\$20,000.00
A3152.493-000 Maintenance, Repair.....	\$ 6,900.65

Office of the Sheriff



County of Oneida

Undersheriff Joseph Lisi  
Chief Deputy Lisa Zurek

Chief Deputy Jonathan Owens  
Chief Deputy Derrick O'Meara

*Sheriff Robert M. Maciol*

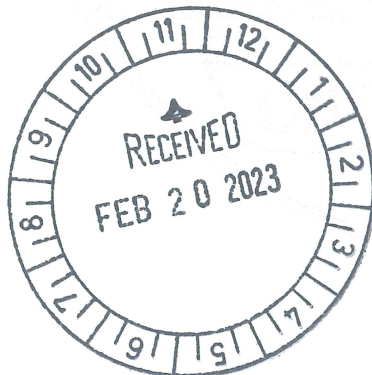
This appropriation will be supported by revenue in :

A3152.1525-105 Prisoner Charges Commissary.....\$107,895.65

I would like to thank you for your time and diligent attention to this matter in advance. If you have any questions, require clarification or seek additional information from me in order to help you make a decision regarding my request, please do not hesitate to contact me at any point in time.

Sincerely,

Robert M. Maciol,  
Oneida County Sheriff



Reviewed and Approved for submittal to the  
Oneida County Board of Legislator by

Anthony J. Picente, Jr.  
County Executive

Date 2.21-23

**Administrative Office**

6065 Judd Road Oriskany, NY 13424  
Voice (315) 736-8364  
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