

ATTACHMENT 1

RESOLUTION NO. 48

RE: MEMORIAL RESOLUTION - DENNIS G. WHELPLEY

The following resolution was moved by Patrick Simpson, seconded by Jacques E. Pigeon and duly adopted.

WHEREAS, the late Dennis G. Whelpley, died on December 20, 2017 had served as TIBA Legal Counsel since 2015 and as Associate Legal Counsel since 1998, and

WHEREAS, the Authority has enjoyed the benefits of his devoted service, his integrity, insight and his legal and business acumen during a time of unprecedented growth, which saw among other things, increased annual bridge utilization, major reconstruction and re-decking of the bridge structures, continued rehabilitation of the Boldt Facilities and important Authority legal matters.

NOW THEREFORE BE IT

RESOLVED, that this Authority hereby records on its permanent records its deep sense of loss felt with the passing of Dennis G. Whelpley on December 20, 2017; its gratitude for his years of devoted service to this Authority and the people of Jefferson County, and

FURTHER BE IT

RESOLVED, that the Executive Director prepare, certify and forward a copy of this memorial resolution to the family of Dennis G. Whelpley.

ATTACHMENT 2

RESOLUTION NO. 49
RE: APPROVAL/RATIFICATION OF ROUTINE EXPENSE PAYMENTS
AND APPROVAL OF SPECIAL EXPENSE PAYMENTS

The following resolution was moved by Micheline Dubé seconded by Natalie Kinloch duly adopted.

WHEREAS, the below listed requisitions and vouchers, together with invoices and other supporting documentation for routine and special expense payments made since the Authority meeting held on January 26, 2018, were available and reviewed by the Authority during the meeting held on February 23, 2018 (viz):

<u>Date</u>	<u>Requisition</u>	<u>Voucher Number</u>	<u>Amount</u>
01/30/18	3168	26232-26267 - US / C8204-C8210 - CD	\$288,032.11
02/06/18	3169	26268-26298 - US / C8211-C8220 - CD	68,048.92
02/13/18	3170	26299-26332 - US / C8221-C8230 - CD	150,950.40
02/20/18	3171	26333-26348 - US / C8231-C8233 - CD	<u>59,314.39</u>
			<u>\$566,345.82</u>

WHEREAS, in a similar manner, the below listed Special Expense Payments, together with invoices and other supporting documentation which require specific approval before payment is made, were available and reviewed by the Authority during the meeting held on February 23, 2018 (viz):

	<u>Amount</u>
Above Board Electronics - 2 Window Slides - US Toll	\$1,200.00
Aubertine & Currier - Professional Services	
International Rift Water Plant Project	17,880.00
Boldt Castle Wastewater Treatment Facility Replacement	53,780.00
Metal Man Services - Fabricated Beams - Boldt Castle	2,201.04
Richelieu Syracuse - Lumber - Alster Tower Game Room Project	
& Boldt Castle Second Floor Core	1,951.30
Smarter Shift - Professional Services - Social Media - Boldt Facilities	4,225.00
Synergy Global Solutions, Inc. - Microsoft 365 & Essentials	
Bridge Facilities & Boldt Facilities	4,735.00
Van Bortel Ford, Inc. - 2018 Ford Explorer - Administration	32,673.58
Jean Doaust Construction, Inc. - Canadian Toll Plaza	
Renovations Project	99,139.86 CD
Keyes Sand & Gravel - Winter Sand/Crushed Stone/ Stone	<u>7,635.69 CD</u>
	<u>\$225,421.47</u>

WHEREAS, the Executive Director has recommended approval of all Routine and Special Expense Payments as proper obligations of this Authority.

NOW THEREFORE BE IT

RESOLVED, that the Authority as it's proper act and deed, hereby approves and ratifies in all respects the routine and special expense payments represented by Requisition No. 3168 through No. 3171 as set forth herein, totaling \$566,345.82, and

RESOLVED, that the Authority, as its proper act and deed, hereby approves for payment special expenses set forth herein, totaling \$225,421.47.

ATTACHMENT 3

RESOLUTION NO. 50

RE: BUDGET AMENDMENT

The following resolution was moved by Patrick Simpson, seconded by Jacques E. Pigeon and duly adopted.

WHEREAS, the Authority adopted budgets for fiscal 2017-2018 did not reflect the the purchase of a vehicle for the Deputy Executive Director in the amount of \$33,000, and

WHEREAS, during the current fiscal year it was identified that the boiler in the landscape building was at the end of its useful life and replacement from oil to propane to increase efficiency was necessary in the amount of \$51,000, and

NOW THEREFORE BE IT

RESOLVED, the Authority hereby approves and amends the current adopted budget for fiscal 2017-2018 in the amount of \$84,000 for the vehicle purchase for the Deputy Executive Director and replacement of the landscape boiler.

ATTACHMENT 4

RESOLUTION NO. 51

RE: LEGAL COUNSEL RETAINER & SERVICES AGREEMENT

The following resolution was moved by Micheline Dubé, seconded by Natalie Kinloch and duly adopted.

WHEREAS, the Authority's agreement Legal Counsel Retainer & Services Agreement with Conboy, McKay, Bachman and Kendall, LLP of Watertown, NY was reviewed by the Executive Director for preparation of the Authority's budget for fiscal 2018-2019, and

WHEREAS, the Authority periodically reviews the agreement for changes and amendments necessary that are mutually agreeable to by both parties, and

WHEREAS, the Executive Director has determined that the agreed annual payment for retainer and legal services for the 2017-2018 fiscal year was agreed to at \$72,726, and

WHEREAS, the Executive Director has completed the review of the Legal Counsel Retainer & Services Agreement and recommends to the Authority acceptance of the updated agreement for a period of March 1, 2018 to February 28, 2019 of an increase in the retainer of 3.0% to \$74,908.

NOW THEREFORE BE IT

RESOLVED, the Authority accepts the updated Legal Counsel Retainer & Services Agreement with Conboy, McKay, Bachman and Kendall, LLP of Watertown, NY for the period of March 1, 2018 to February 28, 2019, and

FURTHER BE IT

RESOLVED, the Authority hereby directs and empowers the Chairman to execute the Legal Counsel Retainer & Services Agreement with Conboy, McKay, Bachman and Kendall, LLP of Watertown, NY on behalf of the Authority as its proper act and deed.

ATTACHMENT 5

RESOLUTION NO. 52

**RE: PROPERTY & CASUALTY INSURANCE CONSULTING
SERVICES AGREEMENT**

The following resolution was moved by Micheline Dubé, seconded by Natalie Kinloch and duly adopted.

RESOLVED, that the Property & Casualty Insurance Consulting Services Agreement between this Authority and Commercial Insurance Consultants, Inc. as last amended by Resolution No. 38, adopted at the regular meeting held on February 24, 2017, to be effective March 1, 2017, be extended with the following conditions (viz):

- 1) The term of the agreement shall be from 3/1/18 through 2/28/19.
- 2) The annual fee is set at \$4,500 to facilitate the review and recommendation of the renewal of the Property and Casualty Insurance Program in 2018.
- 3) If market conditions are such that the Consultant recommends, and the Authority agrees to a full Request For Proposal would materially improve the Authority costs of the general insurance proposal, the additional fee for such services would be \$5,000.

RESOLVED, that the Chairman, be and he hereby is authorized, empowered and directed to execute the Insurance Consulting Services Agreement with Commercial Insurance Consultants, Inc. of Williamsville, New York, in the form presented at this meeting on behalf of the Authority.

ATTACHMENT 6

RESOLUTION NO. 53

RE: BRIDGE SYSTEM CONSULTING ENGINEERS RETAINER & SERVICES AGREEMENT

The following resolution was moved by Jacques E. Pigeon, seconded by Bruce Armstrong and duly adopted.

RESOLVED, that the Consulting Engineers Retainer and Services Agreement between this Authority and the Parsons Transportation Group of New York, Inc., as last amended by Resolution 40, at the regular Authority meeting held on February 24, 2017, be extended with the following conditions (viz):

- 1) The term of the Agreement shall be from 3/1/18 through 2/28/19.
- 2) The Annual Retainer Fee shall be \$12,000.
- 3) The services for overweight commercial vehicle review, issuance of special crossing permits or denial shall be at \$43.50 per inquiry.
- 4) The agreement "multiplier" for additional services, which may be required by the Authority, shall be 2.7. Such additional services must be specifically approved by the Authority, and

FURTHER BE IT

RESOLVED, that the Chairman, be and he hereby is authorized, empowered and directed to execute the agreement for professional services with the Parsons Transportation Group of New York, Inc. New York, in the form presented at this meeting on behalf of the Authority.

ATTACHMENT 7

RESOLUTION NO. 54

**RE: COMPUTERIZED TOLL COLLECTION SYSTEM MAINTENANCE
SERVICES AGREEMENT**

The following resolution was moved by Patrick Simpson, seconded by Jacques E. Pigeon and duly adopted.

RESOLVED, that the Computerized Toll Collection System Maintenance Service Agreement between this Authority and The Revenue Markets Inc. (TRMI), of Accord, New York, as last amended by Resolution No. 39, at the regular Authority meeting held on February 24, 2017, to be effective March 1, 2017, be extended with the following conditions (viz):

- 1) The term of the agreement shall be from 3/1/18 through 2/28/19.
- 2) Telephone support of eight (8) hours per month with a one-hour response time during normal business hours (8:00 a.m. – 4:30 p.m.), Monday through Friday. Telephone support exceeding eight (8) hours per month will be billed at \$174.07 per hour.
- 3) Unlimited emergency on-site response within 48 hours of a request. Service call rates shall remain at \$179.22 per hour/per person for actual on-site service, plus parts and materials.
- 4) Defective equipment returned to TRMI will be repaired at the current rate of \$174.07 per hour, plus parts and materials.
- 5) For services described above, the fees shall be at \$17,212.04 annually and billed monthly at a rate of \$1,434.34, and

FURTHER BE IT

RESOLVED, that the Chairman, be and he hereby is authorized, empowered and directed to execute the agreement for the Computerized Toll Collection System Maintenance with The Revenue Markets Inc. (TRMI), of Accord, New York, in the form presented at this meeting on behalf of the Authority.