LOCAL LAW PERMANENT 1, 2014

LOCAL LAW INTRO 8 OF 2013

A LOCAL LAW TO PROVIDE FOR THE CODIFICATION OF THE LOCAL LAWS, ORDINANCES AND CERTAIN RESOLUTIONS OF THE COUNTY OF BROOME INTO A MUNICIPAL CODE TO BE DESIGNATED THE "CHARTER AND CODE OF THE COUNTY OF BROOME."

BE IT ENACTED by the County Legislature of the County of Broome as follows:

ARTICLE I Adoption of Charter and Code

§ 1-1. Legislative intent.

In accordance with Subdivision 3 of § 20 of the Municipal Home Rule Law, the local laws, ordinances and certain resolutions of the County of Broome, as codified by General Code, and consisting of Chapters 1 through 362, together with an Appendix, shall be known collectively as the "Charter and Code of the County of Broome," hereafter termed the "Charter and Code." Wherever reference is made in any of the local laws, ordinances and resolutions contained in the "Charter and Code of the County of Broome" to any other local law, ordinance or resolution appearing in said Charter and Code, such reference shall be changed to the appropriate chapter title, chapter number, article number or section number appearing in the Charter and Code as if such local law, ordinance or resolution had been formally amended to so read.

§ 1-2. Continuation of existing provisions.

The provisions of the Charter and Code, insofar as they are substantively the same as those of local laws, ordinances and resolutions in force immediately prior to the enactment of the Charter and Code by this local law, are intended as a continuation of such local laws, ordinances and resolutions and not as new enactments, and the effectiveness of such provisions shall date from the date of adoption of the prior local law, ordinance or resolution. All such provisions are hereby continued in full force and effect and are hereby reaffirmed as to their adoption by the County Legislature of the County of Broome, and it is the intention of said County Legislature that each such provision contained within the Charter and Code is hereby reaffirmed as it appears in said Charter and Code. Only such provisions of former local laws and ordinances as are omitted from this Charter and Code shall be deemed repealed or abrogated by the provisions of § 1-3 below.

§ 1-3. Repealer.

A. Repeal of inconsistent enactments. Except as provided in § 1-4, Enactments saved from repeal; matters not affected, below, all local laws and ordinances, or parts of such local laws or ordinances, inconsistent with the provisions contained in the Charter and Code adopted by this local law are hereby repealed as of the adoption and filing of this local law as set forth in § 1-13; provided, however, that such repeal shall only be to the extent of such inconsistency, and any valid legislation of the County of Broome which is not in conflict with the provisions of the Charter and Code shall be deemed to remain in full force and effect.

- B. Repeal of specific enactments. The County Legislature of the County of Broome has determined that the following local laws and/or resolutions are no longer in effect and hereby specifically repeals the following legislation:
 - (1) Chapter 102, Consumer Protection, of the 1991 Code, adopted 6-5-1979 by L.I. No. 7-1979, as amended.
 - (2) Chapter 115, Animals, Article III, Decisions Regarding Dog Damages, of the 1991 Code, adopted 3-22-1988 by L.L. No. 3-1988.
 - (3) Chapter 190, Text Messaging, of the 1991 Code, adopted 5-21-2009 by L.L. No. 4-2009, and subsequently preempted by state legislation.
 - (4) Chapter 209, Economic Development Advisory Council, of the 1991 Code, adopted 4-21-1994 by Res. No. 155.
 - (5) Chapter 210, Environmental Management Council, of the 1991 Code, adopted 9-21-1971 by Res. No. 277.
 - (5) Chapter 211, Expert Witnesses, of the 1991 Code, adopted 4-25-1995 by Res. No. 95-223.
 - (6) Chapter 222, Policies and Procedures, Article I, Sale of County-Owned Property, adopted by Res. No., 2009-598; Res. No. 2010-199.

§ 1-4. Enactments saved from repeal; matters not affected.

The repeal of local laws and ordinances provided for in § 1-3 of this local law shall not affect the following classes of local laws, ordinances, rights and obligations, which are hereby expressly saved from repeal:

- A. Any right or liability established, accrued or incurred under any legislative provision of the County of Broome prior to the effective date of this local law or any action or proceeding brought for the enforcement of such right or liability.
- B. Any offense or act committed or done before the effective date of this local law in violation of any legislative provision of the County of Broome or any penalty, punishment or forfeiture which may result therefrom.
- C. Any prosecution, indictment, action, suit or other proceeding pending or any judgment rendered prior to the effective date of this local law brought pursuant to any legislative provision of the County of Broome.
- D. Any agreement entered into or any franchise, license, right, easement or privilege heretofore granted or conferred by the County of Broome.
- E. Any local law or ordinance of the County of Broome providing for the laying out, opening, altering, widening, relocating, straightening, establishing grade, changing name, improvement, acceptance or vacation of any right-of-way, easement, street, road, highway, park or other public place within the County of Broome or any portion thereof.
- F. Any local law or ordinance of the County of Broome appropriating money or transferring funds, promising or guaranteeing the payment of money or authorizing the issuance and delivery of any bond of the County of Broome or other instruments or evidence of the County's indebtedness.

- G. Local laws or ordinances authorizing the purchase, sale, lease or transfer of property, or any lawful contract, agreement or obligation.
- H. The levy or imposition of special assessments or charges.
- I. The annexation or dedication of property.
- J. Any local law or ordinance relating to salaries and compensation.
- K. Any local law or ordinance amending the Zoning Map.
- L. Any local law or ordinance relating to or establishing a pension plan or pension fund for County employees.
- M. Any local law or ordinance or portion of a local law or ordinance establishing a specific fee amount for any license, permit or service obtained from the County.
- N. Any local law or ordinance adopted subsequent to December 20, 2012.

§ 1-5. Severability.

If any clause, sentence, paragraph, section, article, chapter or part of this local law or of any local law, ordinance or resolution included in this Charter and Code now or through supplementation shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair or invalidate the remainder thereof but shall be confined in its operation to the clause, sentence, paragraph, section, article, chapter or part thereof directly involved in the controversy in which such judgment shall have been rendered.

§ 1-6. Copy of Charter and Code on file.

A copy of the Charter and Code, in loose-leaf form, has been filed in the office of the County Clerk of the County of Broome and shall remain there for use and examination by the public until final action is taken on this local law; and, if this local law shall be adopted, such copy shall be certified by the County Clerk of the County of Broome by impressing thereon the Seal of the County of Broome, and such certified copy shall remain on file in the office of said County Clerk to be made available to persons desiring to examine the same during all times while said Charter and Code is in effect. The enactment and publication of this local law, coupled with the availability of a copy of the Charter and Code for inspection by the public, shall be deemed, held and considered to be due and legal publication of all provisions of the Charter and Code for all purposes.

§ 1-7. Amendments to Charter and Code.

Any and all additions, deletions, amendments or supplements to any of the local laws, ordinances and resolutions known collectively as the "Charter and Code of the County of Broome" or any new local laws, ordinances or resolutions, when enacted or adopted in such form as to indicate the intention of the County to be a part thereof, shall be deemed to be incorporated into such Charter and Code so that reference to the Charter and Code shall be understood and intended to include such additions, deletions, amendments or supplements. Whenever such additions, deletions, amendments or supplements to the Charter and Code shall be enacted or adopted, they shall thereafter be printed and, as provided hereunder,

inserted in the loose-leaf book containing said Charter and Code as amendments and supplements thereto. Nothing contained in this local law shall affect the status of any local law, ordinance or resolution contained herein, and such local laws, ordinances or resolutions may be amended, deleted or changed from time to time as the County Legislature deems desirable.

§ 1-8. Charter and Code book to be kept up-to-date.

It shall be the duty of the County Clerk to keep up-to-date the certified copy of the book containing the Charter and Code of the County of Broome required to be filed in the office of the County Clerk for use by the public. All changes in said Charter and Code and all local laws, ordinances and resolutions adopted by the County Legislature subsequent to the enactment of this local law in such form as to indicate the intention of said County Legislature to be a part of said Charter and Code shall, when finally enacted or adopted, be included therein by temporary attachment of copies of such changes, local laws, ordinances or resolutions until such changes, local laws, ordinances or resolutions are printed as supplements to said Charter and Code book, at which time such supplements shall be inserted therein.

§ 1-9. Sale of Charter and Code book; supplementation.

Copies of the Charter and Code, or any chapter or portion of it, may be purchased from the County Clerk, or an authorized agent of the Clerk, upon the payment of a fee to be set by resolution of the County Legislature. The Clerk may also arrange for procedures for the periodic supplementation of the Charter and Code.

§ 1-10. Penalties for tampering with Charter and Code.

Any person who alters or tampers with the Charter and Code of the County of Broome in any manner whatsoever which will cause the legislation of the County of Broome to be misrepresented thereby, or who violates any other provision of this local law, shall be guilty of an offense and shall, upon conviction thereof, be subject to a fine of not more than \$250 or imprisonment for a term of not more than 15 days, or both.

§ 1-11. Changes in previously adopted legislation; new provisions.

- A. In compiling and preparing the local laws, ordinances and resolutions for publication as the Charter and Code of the County of Broome, no changes in the meaning or intent of such local laws, ordinances and resolutions have been made, except as provided for in Subsection B hereof. In addition, certain grammatical changes and other minor nonsubstantive changes were made in one or more of said pieces of legislation. It is the intention of the County Legislature that all such changes be adopted as part of the Charter and Code as if the local laws, ordinances and resolutions had been previously formally amended to read as such.
- B. In addition, the amendments and/or additions as set forth in Schedule A attached hereto and made a part hereof are made herewith, to become effective upon the effective date of this local law. (Chapter and section number references are to the local laws, ordinances and resolutions as they have been renumbered and appear in the Charter and Code.)

§ 1-12. Incorporation of provisions into Charter and Code.

The provisions of this local law are hereby made Article I of Chapter 1 of the Charter and Code of the County of Broome, such local law to be entitled "General Provisions, Article I, Adoption of Charter and Code," and the sections of this local law shall be numbered §§ 1-1 to 1-13, inclusive.

§ 1-13. When effective.

This local law shall take effect immediately upon filing with the Secretary of State of the State of New York.

County of Broome Charter and Code Adoption Local Law Schedule A

Specific Revisions at Time of Adoption of Charter and Code

Fees.

The following sections are amended to delete or move specific fees to Chapter 257, Fees and Charges, Article XIV: §§ 193-2, 193-3A, 193-4, 193-5A, 199-2B; 210-7243-1 and 243-2; 281-4; 305-5; 317-5D; 317-9; 317-35; 33-6 and 330-42.

Nomenclature.

The titles "Commissioner of Finance" and "Director of Finance" are changed to "Director of the Office of Management and Budget" in §§ A1504, 169-10, 199-4B and 317-22G.

Charter.

- A. Section C205 is amended to match the wording in § A206.
- B. Section C311 is amended to delete "except for the Division of Solid Waste Management."
- C. Section C1302(B) is revised as indicated: "Manage and supervise the Broome County Home and Infirmary and any other such social service institutions of the County when as may be authorized by the County Executive and approved by the County Legislature."
- D. References in § C1404 are revised to "Nursing Home Advisory Board."
- E. In § C2302-A, the reference to § 6304 of the Education Law is revised to § 6306.
- F. Section C2409(D) is amended to change Article II of the Real Property Tax Law to Article 11.

Administrative Code.

- A. Section A309(A) is amended to delete "except for the Director of Purchasing."
- B. Original § A502(B)(9), which contained a Charter section reference, is repealed.
- C. In § A702, "March 1" is changed to "December 1."
- D. Section A1203 is amended to change \$1,000 to \$7,000 and the text of the section is revised to be consistent with § C1202 and read as follows:
 - The Board of Acquisition and Contract shall award all public works contracts involving an expenditure of more than \$7,000. Public works contracts involving \$7,000 or less shall be awarded by the Director of Purchasing. In either case, no public works contract shall be deemed effective until a written agreement approved by the Department of Law has been executed by the County Executive and the contractor.
- All contracts, except for the purchase of equipment, supplies, materials and services incidental thereto, shall be executed on behalf of the County by the County Executive in accordance with the provisions of General Municipal Law § 103. Whenever such contract involves the expenditure of an amount greater than the limitation provided by General Municipal Law § 103, except contracts for the acquisition of real property, the contracts shall be awarded to the lowest responsible bidder in a manner as set forth in General Municipal Law § 103. A copy of each contract, when executed, shall be filed with the Comptroller, together with a copy of the local law, resolution or ordinance of the

County Legislature upon which the right to make such contract rests, other than the annual appropriation act.

- E. The title of Article XIV is revised to "Department of Nursing Homes <u>and Health-Related Facilities</u>." In § A1404, references to "Nursing Homes Board of Director" are revised to "Nursing Home Advisory Board."
- F. In § A2302-A, the reference to § 6304 of the Education Law is revised to § 6306.

Chapter 17, Board and Councils.

This chapter is amended by adding the text of former Ch. 49 as Article II, Environmental Management Council, as follows:

ARTICLE II Environmental Management Council

§ 17-2. Establishment.

The County Legislature hereby authorizes, creates and approves the establishment of a Broome County Environmental Management Council, pursuant to the provisions of Article 19 of the Conservation Law of the State of New York and other laws pertaining thereto, to be known and designated as the "Broome County Environmental Management Council," for the purpose of reviewing and reporting upon the state of the County's environment and for all the other purposes and with all the powers and duties set forth in Article 19 of the Conservation Law of the State of New York. The County Executive is hereby authorized and empowered to appoint the members of said Broome County Environmental Management Council.

§ 17-3. Membership; terms; Chairman.

The membership of the Broome County Environmental Management Council shall be comprised of one member of each conservation commission within the County of Broome, 15 at-large members who are residents of Broome County, one representative each from designated agencies as established in the EMC bylaws (e.g., USDA Natural Resources Conservation Service, the Cooperative Extension Service, the Soil and Water Conservation District located within Broome County) and, as ex officio members, the Commissioners or designees of the Broome County Departments of Health, of Parks and Recreation, of Planning and Economic Development and of Public Works, and two Broome County Legislators, all of whom shall be appointed by and serve at the pleasure of the County Executive for terms not to exceed two years, and any such appointments shall be subject to confirmation by the County Legislature. The County Executive shall appoint a Chairman of the Council from among the members of the Council.

§ 17-4. Name.

The name of this organization is the "Broome County Environmental Management Council" (hereinafter called the "Council"), as established by the Broome County Legislature (hereinafter called the "Legislature"), in accordance with Broome County Resolution Permanent No. 277 of 1971, No. 64 of 1973, No. 366 of 1976, No. 341 of 1980, No. 525 of 1987 and Article 47 of the New York State Environmental Conservation Law. All references to the "County" refer hereinafter to Broome County.

§ 17-5. Purpose; goals.

- A. The purpose of the Council shall be as set forth in Article 47 of the Environmental Conservation Law, together with such other powers as shall be given it by the Legislature to enhance and preserve the natural and developed environment of the County.
- B. Major goals of the Council shall include:
 - (1) Providing support services and advice to the County Executive, Legislature, municipal governmental bodies and citizens;
 - (2) Conducting and coordinating environmental research activities;
 - (3) Preparing an annual report on the status of the County's environment;
 - (4) Raising public awareness of environmental issues through educational programs;
 - (5) Preparing long-term work plans for the protection and management of the County's natural resources;
 - (6) Cooperating and assisting other organizations in preparing environmental plans and reports;
 - (7) Investigating and recommending sound methods of ecological planning for the use of the County's resources;
 - (8) Reviewing environmental impact statements, plans, applications and reports when requested to do so; and
 - (9) Responding to County environmental problems.

§ 17-6. Composition.

- A. The composition of voting membership in the Council shall be as follows:
 - (1) Fifteen members-at-large who are County residents.
 - (2) Three student representatives who are County residents and who are at least 16 years of age. At-large and student member nominees shall be considered for approval by a majority of Council members at a regular meeting. Recommendations are submitted to the County Executive for appointment subject to confirmation by the Legislature.
 - (3) One representative from each conservation advisory commission (CAC).
 - (4) One representative each from the Soil and Water Conservation District and Cornell Cooperative Extension located in the County.
- B. The following individuals shall be nonvoting ex-officio members of the Council:
 - (1) The County Executive may appoint the administrators of the following County government departments or their designated standing representatives from the respective agencies:
 - (a) Health.
 - (b) Parks and Recreation.
 - (c) Planning and Economic Development.

- (d) Public Works.
- (e) Division of Solid Waste Management.
- (2) One representative from the United States Department of Agriculture Natural Resources Conservation Service.
- (3) Two County Legislators.
- C. There shall be any number of nonvoting associate members.

§ 17-7. Selection.

- A. The Executive may consider nominees selected as set forth in Subsection A(1), (2) and (3) and shall submit his/her appointees to the Legislature for confirmation in accordance with County Resolution Permanent No. 277 of 1971, as amended. Selection of nominees for Council membership shall be as follows:
 - (1) At-large and student member nominees shall be selected by the Council's Membership Committee. These names shall be submitted for approval by a majority of Council members at a regular monthly meeting. Notification shall be included in the agenda for that meeting.
 - (2) Each conservation advisory commission may designate one of its members or employees as a Council member nominee.
 - (3) The United States Department of Agriculture Natural Resources Conservation Service, Cooperative Extension Association and Soil and Water Conservation District may designate one of their members or employees as a Council member nominee.
- B. The County Executive may appoint County Department Commissioners or their designees as representatives to Council.
- C. The Chairperson of the Legislature may appoint two Legislators as representatives to Council.
- D. Associate member nominees shall be selected by the Council's Membership Committee, subject to approval by a majority of members at a regular monthly meeting. Notifications shall be included in the agenda for that meeting.

§ 17-8. Terms of membership.

Terms of membership on the Council shall be for periods specified as follows, subject to the provisions of § 17-7 above:

- A. At-large members shall serve a term that consists of two consecutive calendar years. No at-large member may serve more than two consecutive terms. However, six months after the completion of two consecutive terms, an at-large member shall again become eligible for Council membership.
- B. Student members shall serve a term of one year beginning September 1. Student members may serve no more than two consecutive one-year terms.
- C. Representatives from conservation advisory commissions shall serve a term that consists of two consecutive calendar years. CAC representatives serve at the pleasure of their CAC.

- D. United States Natural Resources Conservation Service, Cooperative Extension Service, and Soil and Water Conservation District representatives shall serve at the pleasure of their agencies without a fixed term.
- E. County Commissioners (or their standing representatives) shall serve at the pleasure of the County Executive without a fixed term.
- F. County Legislators shall serve at the pleasure of the Chairperson of the Legislature.
- G. Associate members may serve any number of one-year terms.

§ 17-9. Term expiration and filling vacancies.

- A. Whenever vacancies occur among at-large and student members due to the expiration of a term, the Membership Committee shall recommend nominees to be approved by a majority of Council members at a regular monthly meeting. Members whose terms have officially expired shall continue to serve until their replacements have been appointed and confirmed by the appropriate authorities.
- B. Whenever vacancies occur due to reasons other than the expiration of a term, the Membership Committee shall recommend replacements to serve out the vacated (or interim) term. A member who serves an interim term remains eligible to serve two additional consecutive terms. The nominees are subject to appointment by the County Executive and confirmation by the County Legislature.
- C. Whenever vacancies occur from among the other categories of Council membership, the Council shall notify the appropriate agency or organization so that it may submit the name of a replacement, subject to the provisions of § 17-7 above.

§ 17-10. Absences.

Unexcused absences from three consecutive Council meetings or from four meetings in any twelve-month period shall constitute presumed resignation. Following such absences, the member shall be notified, in writing, of his/her presumed resignation. If extenuating circumstances have caused the absences or if the member wishes to take issue with the proceedings for any reason, the member shall inform the Council Chairperson within one week of the date of the written notification. No response shall be considered a confirmation of the member's resignation.

§ 17-11. Compensation.

All members of the Council shall receive no compensation for their services. They shall be reimbursed, to the extent that the budget permits, for expenses necessarily incurred in the performance of their Council duties (excluding associate members), subject to County expenditure approval procedures.

Chapter 21, Claims Approval and Payment.

- A. Section 21-2B(3) is amended as indicated: "A fully executed agreement for the lease of said goods, materials or supplies or for the maintenance of County property or equipment is on file with the Department of Audit and Control available for viewing on the Law File;"
- B. Section 21-2E(2) is amended as indicated: "The head of the appropriate department or his authorized designee agrees to furnish the Department of Audit and Control with a receipted delivery slip obtain and retain an invoice after the supplies, materials or goods

have been delivered to the County:"

Chapter 49, Emergency Management Council.

This chapter is repealed.

Chapter 130, Reserve Funds.

Article I, Liability and Casualty Reserve Fund

The statutory reference in § 130-4D is updated to read: "Subdivision (a)(4), (5), (6), (9), (10) and (12) and Paragraph (A) of Subdivision (a)(7) of § 1113 of the Insurance Law"

Article II, Contingency and Tax Stabilization Reserve Fund.

Section 130-17 is amended to delete "§ 24(2)(h)."

Chapter 156, Soil and Water Conservation District.

In § 156-1, references to "Soil Conservation District" are changed to "Soil and Water Conservation District."

Chapter 169, Travel Expenses.

Article II, Mileage Reimbursement.

The internal reference in § 169-10B is revised to refer to § 169-2 of the chapter.

Chapter 210, Construction Codes, Uniform.

In § 210-1F, "Part 450 of the New York Code of Rules and Regulations, entitled 'Uniform Code: Board of Review'," is revised to "19 NYCRR 1205, entitled 'Regional Boards of Review'."

Chapter 243, Dogs and Other Animals.

Article II, Rabies Vaccinations.

Sections 243-5 and 243-7 are amended to change "six" months to "four" months.

Chapter 257, Fees and Charges.

Article XIV, Schedule of County Fees.

This article, compiling fees that are referenced in chapters throughout the Code, is added to read as follows:

ARTICLE XIV Schedule of County Fees

§ 257-39. Refund policy.

The County Clerk's office policy with regard to overpayment of filing fees sent by mail is that no refund will be processed and due for any overpayment of filing fees mailed to the County Clerk's office unless the refund is over \$5. (Res. No. 240, 5-18-1995)

§ 257-40. Fees Schedule.

The following is a compilation of Broome County fees.

Permit/Document/Action	Fee
Miscellaneous Fees	
Alarm system registration (§ 199-2)	\$5
Duplicate tax bills (§ 330-6)	\$2
Delinquent property tax collection, title search (§ 330-42), per parcel	\$150
Highway work permit	\$45
Airport (see Chapter 193)	
Landing Fees	
Commercial aviation:	
Aircraft, 7,000 or less pounds gross landing weight	\$10
Over 7,000 pounds	\$1.50/1,000 pounds
General/corporate aviation:	
Single-engine piston aircraft	\$0
Twin-engine piston aircraft	\$15
Single-engine turbine	\$18
Twin-engine turbine	\$25
Jet, less than 15,500 pounds' gross landing weight	\$40
Jet, 15,501 pounds or more but less than 25,000 pounds	\$40
Jet, over 25,000 pounds	\$1.90/1,000 pounds
Terminal gate fee:	
Per 24-hour period or portion thereof over 1 hour	\$1.50/1,000 pounds
Ramp storage/tie-down fees (based on aircraft gross landing weight in pounds)	
Less than 12,500 pounds	\$3 per day; \$50 per month
12,500 or more pounds	\$1/1,000 pounds, per day; \$15/1,000 pounds, per month
T-hangar storage	\$150 per month
Fuel storage fee	\$0.08 per gallon
Customs Fees	
Single-engine piston aircraft and helicopter	\$40
Twin-engine piston aircraft	\$75
Single-engine turbo aircraft and turbine helicopters	\$115
Twin-engine turbo prop aircraft and turbine helicopters	\$150
Jets having a weight up to and including 18,000 pounds	\$300

Jets having a weight between 18,001 pounds and 32,000 pounds	\$450
Jets having a weight over 32,000 pounds	\$600
NOTE: An administrative processing fee of 15% may be charged for customs entries and activities outside of normal hours and areas.	
Dogs and Animals (see Chapter 243, Article I)	
Boarding and disposition of seized dogs at Broome County Dog Shelter	
Adoption of dog	\$215
Redemption of seized dog by owner:	
During first 24 hours	\$44
Each additional 24 hours	\$6
Beginning on fourth consecutive day	\$11 per 24 hours
Second impoundment in one year:	
First 24 hours	\$56
Each additional 24 hours	\$6
Beginning on fourth consecutive day	\$11 per 24 hours
Third and subsequent impoundment in one year:	
First 24 hours	\$66
Each additional 24 hours	\$6
Beginning on fourth consecutive day	\$11 per 24 hours
Unredeemed animals, owner/harborer fee, due even if not redeemed	\$44
Emergency boarding of dogs (maximum of 30 days)	\$22/day per dog; \$19 for multiple dogs
Prearranged boarding, per day per dog	\$22
Per dog for multiple dogs	\$19
Additional charge per day per dog if food not provided by owner(s) \$2
Bath, if requested by owner	\$17
Surrendering unwanted dog, per dog	\$30
Euthanasia of dog requested — by owner	\$40
Parks and Recreation Areas (see § 281-4)	
Camping, Greenwood	
Nonelectric site	\$18 per night
Electric site	\$22 per night
Reservation fee	\$5 per site/per stay
Season (Memorial Day weekend to Labor Day) rate (limit five	\$1,800 per season per

Shelter house rental reservation:	
Per weekday	\$25
Per day Saturday, Sunday and holidays	\$80
Boat rental	
Rowboats (Monday through Friday, excluding holidays)	\$5 hour/\$20 day/\$10 deposit
Senior citizens	\$3 hour/\$10 day/\$5 deposit
Canoes	\$5 hour/\$20 day/\$10 deposit
Paddleboats/aqua bikes and other watercraft	\$7 hour/\$10 deposit
Sailboats	\$8 hour/\$30 day/\$25 deposit
Cross-country skiing	
Ski/snowshoe rentals (skis, boots, poles and bindings), per hour	\$5
Trail fee (nonrenters of skis and snowshoes), per day	\$5
Season pass, per person (trail only)	\$35
Finch Hollow Nature Center	
Summer day camp	
Half-day program	\$35
Full-day program	\$70
Program fees	
All general public programs: per person, age three and up	\$1
All group programs (except school): per person, age three and up	\$1
Sailing, per lesson, plus Red Cross certification fee and textbook costs	\$50
Returned-check fee	\$20
Balloon launch permit, per year	\$25
Department of Health Fees — Permits and Plan Reviews	
Permits	
Food service establishment, annual fee	
High risk	\$300
High risk, seasonal (six months or less)	\$150
Medium risk	\$200
Medium risk, seasonal	\$100
Low risk	\$100
Temporary (seven days or less)	\$50

Deal and/or bathing basels annual fee	
Pool and/or bathing beach, annual fee	0 455
Rated for one to 100 bathers	\$155 \$200
Rated for 101 or more bathers	\$309
Hotel or motel, annual fee	# 0.00
Up to 20 rooms	\$203
More than 20 rooms (per room over 20)	plus \$15
Mobile home park — base charge/private water/private sewage	40. 4 7. (40. (40.
1 to 20 sites	\$215/\$0/\$0
21 to 40 sites	\$285/\$0/\$0
41 to 75 sites	\$835/\$60/\$60
76 and more sites	\$1,075/\$120/\$120
Seasonal travel-trailer camp or campsite, annual fee	\$60 plus \$1 per lot
Children's camp, annual fee	\$100
Plan Review Fees	
Food service establishment	\$50
Pool and/or bathing beach	\$250
Hotel/motel	\$15 per room
Seasonal travel-trailer camp	\$10 per site
Mobile home park	\$25 per site
Children's camp	\$400
On-site sewage disposal systems:	
Replacement	\$190
New construction	\$50
Commercial system	\$75
Land development plan review, per lot	
Proposed private water and private sewer	\$40
Proposed private sewage and public water	\$30
Proposed private water and public sewer	\$20
Proposed public water and new sewer	\$15
Proposed public water and sewer (existing facilities)	\$12.50
Community water system	
Systems utilizing a new source	\$500
Distribution system only	\$250
Mass gathering plan review	\$26,000
Spa	\$200
Miscellaneous Department Fees	
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Health Department records search	
All except environmental health records	\$0.25 per page;
Minimum per request	\$15
Environmental health records	\$0.25 per page;
Minimum per request	\$150
HIV counseling-testing training, per day	\$25 per person
County Landfill and Hazardous Waste Facility Fees (see Chapter 317)	
Disposal of solid waste by commercial users:	
Fees for permits and permitted vehicles.	
Commercial user of landfill	
Per year**	\$55, plus
Per vehicle used	\$30
**Initial vehicle fee for any vehicle shall be issued on a prorated basis for the permit year remaining.	
Scale-house pass replacement, each	\$20
Commercial hazardous waste facility users located in Broome County	
Per year	\$40
Commercial hazardous waste facility users located out-of-County	
Per year	\$80
Landfill Charges	
Commencing January 1, 2003, charges at County Landfill	
Per vehicle weight (in tons) deposited annually	
First 20,000	\$40 per ton
20,001 to 40,000	\$37 per ton
Over 40,000	\$36 per ton
Separate charges	
Aggregate materials	\$45 per ton
Tires (rims need not be removed)	
Rim size up to and including 20 inches	\$1.75 per tire; \$125 per ton
Larger sizes, up to 42 inches	\$7 per tire; \$125 per ton
Minimum municipal solid waste (MSW) charges per weighed vehicle:	
Commercial vehicles	\$4
Residential	\$4

Per unit containing refrigerants such as freon \$10

Leaf/yard waste \$20 per ton

Glass aggregate

In-County sources NC

Out-of-County sources (depending on condition) \$2; \$4 per ton

Tire shreds/chips NC

Auto shredder fluff \$15 per ton

Backyard compost bins per current pricing

conditions

Safety vests, each \$5

Asbestos, per ton

Bagged friable asbestos and other similar particulate material \$100 Bulk loads of friable asbestos \$60

Source-separated materials, tipping fee, per ton \$38.80*

(*The tipping fee may be adjusted annually based on the Consumer Price Index for the Northeast.)

Commencing April 1, 2000, charges at hazardous waste facility at Nanticoke Landfill:

Residential waste from Broome County resident no charge

Commercial waste \$0.75 per pound; \$3 per

pound for waste containing PCBs

Out-of-County residential waste \$0.75 per pound

Commencing August 1, 2003, separate charge at Broome County

Landfill:

Contaminated soils, per ton \$27

Commencing October 1, 2005, separate charge at Broome County Landfill:

Stabilized sludge from in-County wastewater treatment facilities \$37.50 per ton.

Uniform Construction Code Fees

Building permits

New construction, each 1,000 square feet of area or fraction thereof \$200

Additions, alterations and renovations

Fees for projects which involve the alteration and/or renovation of an existing structure or portion thereof, as well as the construction of an addition onto the existing building, shall be computed solely on the basis of the square footage of the proposed addition.

Additions, each 1,000 square feet of an area or fraction thereof \$200

Alteration or renovation to electrical, heating, ventilation, air- \$200

conditioning with plumbing system or any combination thereof

Other types of renovation or alterations, including structural
alterations or renovations, each 1,000 square feet of an area or
fraction thereof

Demolition permit

\$50

Miscellaneous inspections; general building inspection

Each 1,000 square feet of area or fraction thereof

\$15

Minimum fee

Chapter 274, Notification of Defects on Highways, Sidewalks, Bridges and Culverts.

- A. The last sentence in § 274-2 is amended to change "five" days to "10" days.
- B. Section 274-3 is added to read:

The County Clerk shall keep an indexed record, in a separate book, of all written notices which he shall receive pursuant to such local law of the existence of a defective, unsafe, dangerous or obstructed condition in or upon or of an accumulation of ice or snow upon any county highway, bridge or culvert, which record shall state the date of receipt of the notice, the nature and location of the condition stated to exist, and the name and address of the person from whom the notice is received. All such written notices shall be indexed according to the location of the alleged defective, unsafe, dangerous or obstructed condition, or the location of accumulated snow or ice. The record of each notice shall be preserved for a period of five years after the date it is received.

Chapter 296, Records, Public Access to.

The chapter is amended in its entirety to read as follows:

§ 296-1. Purpose and scope.

- A. The people's right to know the process of government decision-making and the documents and statistics leading to determinations is basic to our society. Access to such information should not be thwarted by shrouding it with the cloak of secrecy of confidentiality.
- B. These regulations provide information concerning the procedures by which records may be obtained.
- C. Personnel shall furnish to the public the information and records required by the Freedom of Information Law, as well as records otherwise available by law.
- D. Any conflicts among laws governing public access to records shall be construed in favor of the widest possible availability of public records.

§ 296-2. Definitions.

For the purposes of this chapter, the following terms shall have the meanings indicated:

CLERK OF THE COUNTY LEGISLATURE — The Clerk of the Legislature of the County of Broome and any of his or her assistants designated by him/her to perform any or all of the functions hereunder.

COUNTY ATTORNEY — The County Attorney of the County of Broome and any of his assistants designated by him to perform any or all of the functions hereunder.

COUNTY OF BROOME — The County of Broome, a municipal corporation exercising all of the rights, privileges, functions and powers conferred upon it by the Broome County Charter and any other applicable statute not inconsistent with such Charter.

RECORD or RECORDS — Any information kept, held, filed, produced or reproduced by, with or for an agency in any physical form whatsoever, including, but not limited to, reports, statements, examinations, memoranda, opinions, folders, files, books, manuals, pamphlets, forms, papers, designs, drawings, maps, photos, letters, microfilms, computer tapes or discs, rules, regulations or codes as defined by the provisions of Article 6, § 86(4) of the New York State Public Officers Law. Payroll records shall include the name, department, title and salary of every officer and employee of the County of Broome.

RECORDS ACCESS OFFICER — The Clerk of the County Legislature as hereinbefore defined.

WORKDAY — Any day except Saturday, Sunday, a public holiday or a day on which the County of Broome is otherwise closed for general business.

§ 296-3. Designation of records access officers.

- A. Broome County is responsible for ensuring compliance with the regulations herein, and designates the following person(s) as records access officer(s):
 - (1) The Clerk of the County Legislature shall be designated as the records access officer for all County records other than Department of Social Services records or records required to be open for public inspection by the New York State Election Law. Such application may be made at the office of the Clerk of the County Legislature, in writing, at P.O. Box 1766, Binghamton, New York 13902; in person at 60 Hawley Street, 6th Floor, Binghamton, New York 13901; or online at FOIL@co.broome.ny.us, on any workday between the hours of 9:00 a.m. and 5:00 p.m.
 - (2) The Deputy County Attorney of the Department of Social Services shall be designated as the records access officer for all social services records. Any person wishing to inspect and/or obtain a copy of any record of the Department of Social Services may make application to the Deputy County Attorney of said Department. Such application may be made, orally or in writing, on any workday at the office of the Deputy County Attorney, 36-38 Main Street, Binghamton, New York 13905, between the hours of 9:00 a.m. and 5:00 p.m.
 - (3) The Broome County Board of Elections shall be the custodian of all records required to be open for public inspection by the New York State Election Law. A list of such records is on file with the County Clerk and the Clerk of the County Legislature. All requests for copies of these records, which requests may be oral or in writing, shall be honored upon payment of the appropriate fee, plus first class postage if said copies are to be mailed. Requests for any other records of the Broome County Board of Elections shall be made to the Clerk of the Broome County Legislature in the manner provided herein.
- B. The records access officer is responsible for ensuring appropriate County response to public requests for access to records. The designation of a records access officer shall not be construed to prohibit officials who have in the past been authorized to make records or

information available to the public from continuing to do so. The records access officer shall ensure that County personnel:

- Maintain an up-to-date subject matter list.
- (2) Assist persons seeking records to identify the records sought, if necessary, and when appropriate indicate the manner in which the records are filed, retrieved or generated to assist persons in reasonably describing records.
- (3) Contact persons seeking records when a request is voluminous or when locating the records involves substantial effort, so that personnel may ascertain the nature of records of primary interest and attempt to reasonably reduce the volume of records requested.
- (4) Upon locating the records, take one of the following actions:
 - (a) Make records available for inspection; or
 - (b) Deny access to the records in whole or in part and explain in writing the reasons therefor.
- (5) Upon request for copies of records.
 - (a) Make a copy available upon payment or offer to pay established fees, if any, in accordance with § 296-7; or
 - (b) Permit the requester to copy those records.
- (6) Upon request, certify that a record is a true copy; and
- (7) Upon failure to locate records, certify that;
 - (a) Broome County is not the custodian for such records; or
 - (b) The records of which Broome County is a custodian cannot be found after diligent search.

§ 296-4. Requests for public access to records.

- A. A written request may be required, but oral requests may be accepted when records are readily available.
- B. If records are maintained on the Internet, the requester shall be informed that the records are accessible via the Internet and in printed form either on paper or other information storage medium.
- C. A response shall be given within five business days of receipt of a request by:
 - (1) Informing a person requesting records that the request or portion of the request does not reasonably describe the records sought, including direction, to the extent possible, that would enable that person to request records reasonably described;
 - (2) Granting or denying access to records in whole or in part;
 - (3) Acknowledging the receipt of a request in writing, including an approximate date when the request will be granted or denied in whole or in part, which shall be reasonable under the circumstances of the request and shall not be more than 20 business days after the date of the acknowledgment, or if it is known that

circumstances prevent disclosure within 20 business days from the date of such acknowledgment, providing a statement in writing indicating the reason for inability to grant the request within that time and a date certain, within a reasonable period under the circumstances of the request, when the request will be granted in whole or in part; or

- (4) If the receipt of request was acknowledged in writing and included an approximate date when the request would be granted in whole or in part within 20 business days of such acknowledgment, but circumstances prevent disclosure within that time, providing a statement in writing within 20 business days of such acknowledgment specifying the reason for the inability to do so and a date certain, within a reasonable period under the circumstances of the request, when the request will be granted in whole or in part.
- D. In determining a reasonable time for granting or denying a request under the circumstances of a request, personnel shall consider the volume of a request, the ease or difficulty in locating, retrieving or generating records, the complexity of the request, the need to review records to determine the extent to which they must be disclosed, the number of requests received by the County, and similar factors that bear on the ability to grant access to records promptly and within a reasonable time.
- E. A failure to comply with the time limitations described herein shall constitute a denial of a request that may be appealed. Such failure shall include situations in which an officer or employee:
 - (1) Fails to grant access to the records sought, deny access in writing or acknowledge the receipt of a request within five business days of the receipt of a request;
 - (2) Acknowledges the receipt of a request within five business days but fails to furnish an approximate date when the request will be granted or denied in whole or in part;
 - (3) Furnishes an acknowledgment of the receipt of a request within five business days with an approximate date for granting or denying access in whole or in part that is unreasonable under the circumstances of the request;
 - (4) Fails to respond to a request within a reasonable time after the approximate date given or within 20 business days after the date of the acknowledgment of the receipt of a request;
 - (5) Determines to grant a request in whole or in part within 20 business days of the acknowledgment of the receipt of a request, but fails to do so, unless the department provides the reason for its inability to do so in writing and a date certain within which the request will be granted in whole or in part;
 - (6) Does not grant a request in whole or in part within 20 business days of the acknowledgment of the receipt of a request and fails to provide the reason in writing explaining the inability to do so and a date certain by which the request will be granted in whole or in part; or
 - (7) Responds to a request, stating that more than 20 business days is needed to grant or deny the request in whole or in part and provides a date certain within which that will be accomplished, but such date is unreasonable under the circumstances of the request.

- A. The records access officer shall maintain a reasonably detailed current list by subject matter of all records in its possession, whether or not records are available pursuant to Subdivision 2 of § 87 of the Public Officers Law.
- B. The subject matter list shall be sufficiently detailed to permit identification of the category of the record sought.
- C. The subject matter list shall be updated annually. The most recent update shall appear on the first page of the subject matter list.

§ 296-6. Denial of access to records.

- A. Denial of access to records shall be in writing, stating the reason therefor and advising the requester of the right to appeal to the individual or body established to determine appeals, who or which shall be identified by name, title, business address and business phone number.
- B. If requested records are not provided promptly, as required in § 296-4 of these regulations, such failure shall also be deemed a denial of access.
- C. The County Attorney or his designee shall determine appeals regarding denial of access to records under the Freedom of Information Law. Appeals are to be sent to the Clerk of the County Legislature to be forwarded onto the County Attorney's Office:

Clerk of the County Legislature P.O. Box 1766 Binghamton, NY 13902 FOIL @co.broome.ny.us

- D. Any person denied access to records may appeal within 30 days of a denial.
- E. The time for deciding an appeal by the individual or body designated to determine appeals shall commence upon receipt of a written appeal identifying:
 - (1) The date and location of requests for records;
 - (2) A description, to the extent possible, of the records that were denied; and
 - (3) The name and return address of the person denied access.
- F. A failure to determine an appeal within 10 business days of its receipt by granting access to the records sought or fully explaining the reasons for further denial in writing shall constitute a denial of the appeal.
- G. The person or body designated to determine appeals shall transmit to the Committee on Open Government copies of all appeals upon receipt of appeals. Such copies shall be addressed to:

Committee on Open Government
Department of State
One Commerce Plaza
99 Washington Avenue, Suite 650
Albany, NY 12231

H. The person or body designated to determine appeals shall inform the appellant and the Committee on Open Government of its determination in writing within 10 business days of receipt of an appeal. The determination shall be transmitted to the Committee on Open Government in the same manner as set forth in Subsection G of this section.

§ 296-7. Fees.

- A. There shall be no fee charged for:
 - (1) Inspection of records;
 - (2) Search for records; or
 - (3) Any certification pursuant to this chapter.
- B. Copies may be provided without charging a fee.
- C. Fees for copies may be charged, provided that:
 - (1) The fee for copying records shall not exceed 25 cents per page for photocopies not exceeding nine inches by 14 inches. This section shall not be construed to mandate the raising of fees where agencies or municipalities in the past have charged less than \$0.25 for such copies;
 - (2) The fee for photocopies of records in excess of nine inches by 14 inches shall not exceed the actual cost of reproduction; or
 - (3) The County has the authority to redact portions of a paper record and does so prior to disclosure of the record by making a photocopy from which the proper redactions are made.
 - (4) The Records Access Officer shall have the authority to waive any photocopying fees whenever the cumulative fee required by the foregoing sentences is less than or equal to \$1.
- D. The fee the County may charge for a copy of any other record is based on the actual cost of reproduction and may include only the following:
 - (1) An amount equal to the hourly salary attributed to the lowest paid employee who has the necessary skill required to prepare a copy of the requested record, but only when more than two hours of the employee's time is necessary to do so; and
 - (2) The actual cost of the storage devices or media provided to the person making the request in complying with such request; or
 - (3) The actual cost to the County of engaging an outside professional service to prepare a copy of a record, but only when a department's information technology equipment is inadequate to prepare a copy, and if such service is used to prepare the copy.
- E. When the County has the ability to retrieve or extract a record or data maintained in a computer storage system with reasonable effort, or when doing so requires less employee time than engaging in manual retrieval or redactions from nonelectronic records, the department shall be required to retrieve or extract such record or data electronically. In such case, the County may charge a fee in accordance with Subsection D(1) and (2) above.

- F. The County shall inform a person requesting a record of the estimated cost of preparing a copy of the record if more than two hours of a County employee's time is needed or if it is necessary to retain an outside professional service to prepare a copy of the record.
- G. The County may require that the fee for copying or reproducing a record be paid in advance of the preparation of such copy.
- H. The County may waive a fee in whole or in part when making copies of records available.
- I. The fee for photocopies of records provided by the Deputy County Attorney of the Department of Social Services shall be as follows:
 - (1) For an applicant requesting documents pertaining to his or her case and which relate to a fair hearing, as determined by the Deputy County Attorney, copies shall be free.
 - (2) For an applicant requesting documents pertaining to his or her case other than those relating to a fair hearing, copies shall be \$0.10 per page. The Records Access Officer shall have the authority to waive any photocopying fees whenever the cumulative fee required by the foregoing sentences is less than or equal to \$1.
 - (3) For an applicant requesting documents pertaining to any record other than the above, the fee for copies shall be as stated in Subsection C above.
- J. The fee for photocopies of records provided by the Board of Elections shall be the same as above, except where a different charge is specified by the Election Law.

§ 296-8. Public notice.

A notice containing the title or name and business address of the records access officers and appeals person or body and the location where records can be seen or copied shall be posted in a conspicuous location wherever records are kept and/or published in a local newspaper of general circulation.

Chapter 305, Sanitary Code.

Section 305-10 is amended to change "Water Resources Commission" to "Department of Environmental Conservation."

Original § 168-22B, Open fires, is repealed.

Chapter 311, Sex Offenders.

In § 311-3, in the definition of "level two sex offenders," the reference is revised to "§259-c of the Executive Law."

Chapter 317, Solid Waste.

Article III, Dumps and Dumping.

- A. The internal reference in § 317-22C is revised to § 317-15.
- B. In § 317-22G, the reference to "Environmental Committee" is revised to "appropriate committee as defined in the Rules of Order."

Chapter 323, Subdivision Maps.

References to "Department of Real Property Tax Service" are revised to "Real Property Tax Service Agency."

Chapter 330, Taxation.

Article III, Hotel or Motel Occupancy Tax.

- A. Section 330-7 is amended to delete "Delinquent" from the title of the tax.
- B. In § 330-17A, references to Sections 10 and 14 are amended to reference §§ 330-10 and 330-12.

Article IV, Payment of Delinquent Property Tax.

Section 330-34D is added to read: "Such person defaulted on an agreement executed pursuant to this section within three years of the date on which an application is made to execute an agreement pursuant to this section."

Article VI, Recording Tax.

In § 330-63, reference to Tax Law § 253-d is revised to § 253-e.

Article VII, Tax Equalization Rates.

In §§ 330-69 and 330-70, references to the "State Board" or the "State Board of Equalization and Assessment" are changed to "Commissioner."

Chapter 333, Tax Exemptions.

Article III, Disabled Persons with Limited Incomes.

In § 333-10A, references to the "State Board" or the "State Board of Equalization and Assessment" are changed to "Commissioner."

Article IV, Empire Zone.

References to Economic Development Zone are revised to Empire Zone.

Article VII, Improvements to Property of Physically Disabled Persons.

In §§ 333-24 and 333-25, references to NYS Board of Equalization and Assessment are changed to "Commissioner."

Article VIII, Living Quarters for Parents and Grandparents.

In § 333-27, reference to the State Board is changed to "Commissioner of Taxation and Finance."

Article X, Senior Citizens Tax Exemption.

In § 333-39B, reference to the State Board is changed to "Commissioner."