

GENERAL SERVICES COMMITTEE
February 21, 2023

Present: Ian Gilbert, Chair; Phil Hathway; and Josh Leviker. Richard Chartrand and Andrea Moroughan were excused.

Others present: Legislators Larry Dolhof, Thomas Osborne, Jessica Moser and Jeffrey Nellenback; County Manager, Ryan Piche; County Treasurer, Eric Virkler; County Attorney, Joan McNichol; and Human Resources Director, Caitlyn Smith.

Committee Chair, Ian Gilbert, called the meeting to order at 1:00 p.m.

Legislator Hathway moved to approve the January 17, 2023 committee meeting minutes, seconded by Legislator Leviker, and carried.

Public Safety Building HVAC project update – Matt O’Connor, Buildings & Grounds Supervisor

The HVAC project in the PSB is taking longer than expected mainly due to stoppages by the Commission of Corrections but is halfway complete at this point. There is one last roof top unit that still has not come in but when it does the project should be able to be finished up. The plan is to board the inmates out starting April 1st to finish the project up. The two other units have been installed so it is down to the last unit, which should be arriving mid-March.

While the inmates are being boarded out, there are several little projects that will be taken care of, like the inmate showers, Dispatch bathroom, new dishwasher, and epoxy on all cell floors and in the watch area. These smaller projects will be done by Buildings & Grounds staff. Legislator Hathway questioned who the contractor was for the project and Matt replied it was Empire Northeast out of Gouverneur. Matt concluded by stating that it is an expense to board out all the inmates so they will try to complete the projects in as little time as possible.

Lewis County Fairgrounds Grandstand discussion

Legislator Gilbert explained that Ryan Piche, Legislator Dolhof, Legislator Leviker, himself and a few members of the County staff met with a few members of the Lewis County Fairgrounds Board members to discuss the county assisting with the cost of the grandstands. The wall around the field is a project that needs to be done this year, in the spring. The discussion is around if the board wants to contribute to the grandstand project and if so, how much would they like to contribute.

Legislator Dolhof recollects that they need roughly \$500,000.00 of funding for these projects and that the county was thinking of contributing \$100,000.00.

Ryan Piche stated that he had emailed the board the full packet that the Lewis County Agricultural Society had given him which basically outlined their needs and scope of the project. Legislator Gilbert questioned if something should be decided today and then a resolution could be prepared in time for the March 7th board meeting. Ryan explained that they are currently working on getting other funds and applying for grants so it would be timely to commit funds now if the board is interested in doing that.

Legislator Leviker stated that the fair board has already acquired the timbers for the main support poles and that the plan is to begin work on the grandstand after this year's fair is over. Legislator Hathway voiced his support, stating that the fairgrounds are very important and agrees with Legislator Dolhof that \$100,000.00 seems like a good amount as people from all over the county attend the fair each year.

Legislator Leviker moved to utilize \$100,000.00 of fund balance to contribute to the Grandstand project at the Lewis County Fairgrounds, seconded by Legislator Hathway and carried. County Attorney, Joan McNichol stated that a resolution would be drafted for the full board to discuss on March 7th.

The following dockets were reviewed:

1. Amending Compensation Plan of County of Lewis with reference to District Attorney Office to Create one (1) Temporary Part-time Assistant District Attorney position at \$40.00/hour for no more than 12 hours per week, retroactive to February 6, 2023 through December 31, 2023 or until another full-time ADA is hired.
AYE 3 NAY 0

2. Authorizing one-time funding and agreements with Lewis County Snowmobile Clubs, utilizing funds from Legislative Contingency.
AYE 3 NAY 0

3. Authorizing supplemental agreement no. 4 to Contract no. D036200 between NYS DOT and Lewis County for the Transportation Federal-Aid Bridge Replacement Project known as County Route 29 over Whetstone Creek.
AYE 3 NAY 0

4. Authorizing service agreement between the County of Lewis and TK Elevator Corporation for maintenance services of the four elevators in the Courthouse building.
AYE 3 NAY 0

5. Authorizing two-year agreements with the Copenhagen Central School District, South Lewis Central School District, and Harrisville Central School District and the County of Lewis to continue the provision of a School Resource Officer for

each district for a 12-month term and 100% of the actual costs and expenses of the SRO assigned.

AYE 3 NAY 0

6. Authorizing five-year agreement with E.F. Johnson for remote technical support services of the E911 Radio Emergency Communications System at an annual cost of \$31,500 for the five-year period beginning March 1, 2023 through February, 2028.

AYE 3 NAY 0

7. Authorizing grant of permanent recreational easement on the County's Glenfield School property for the County's Trail System.

AYE 3 NAY 0

8. Accepting additional permanent easement from landowners Gregory and Sharon Grower to the County for its Trail System.

AYE 3 NAY 0

9. Awarding bid and authorizing an agreement with Unifirst and County of Lewis o/b/o Lewis County Highway & Solid Waste Departments for uniform service at an estimated annual cost of \$4,000.00.

AYE 3 NAY 0

10. Authorizing opening of certain portions of County roads for a one-day special ATV event to be held on April 22, 2023. *County Attorney, Joan McNichol stated that she had just received the final list of roads from Sno-Pals so she will review them and may need to adjust some things before the final draft goes out to the full board. Legislator Leviker thought the State Route 26 should be State Route 12 instead. Legislator Nellenback questioned if these were Town roads, Legislator Dolhof confirmed they were, and that the resolutions seemed to protect the county but not the Towns. It was stated that each of the Towns have their own agreements for protection.*

AYE 3 NAY 0

11. Awarding bid and authorizing an agreement with Mike's Appliances for purchase of multiple appliances for Lewis County Capital Project Improvements.

AYE 3 NAY 0

The following motion was made:

1. Legislator Hathway moved to award bids for sand, gravel, crushed stone, and concrete based on project location in accordance with the tabulation of all bids prepared by the Highway Superintendent and placed on file with the Clerk of the Board for the period of April 1, 2023 through March 31, 2024, seconded by Legislator Leviker, and carried.

Legislator Gilbert reported that he and Legislator Nellenback have met with the Sheriff, Undersheriff, and Sergeant Cronieser which yielded some very good discussion on their staffing issues. Part of the effort was to create good means of communications so there can be fruitful discussions in the future and to be able to report to constituents about where the county can grow enforcement efforts. They will be on the agenda for next month.

There being no other business to come before the committee, Legislator Leviker moved to adjourn at 1:24 p.m., seconded by Legislator Hathway, and carried.

Respectfully submitted,
Cassandra Moser, Clerk of the Board