

**GENERAL SERVICES COMMITTEE**  
**February 20, 2024**

Present: Andrea Moroughan, Chair; Josh Leviker, Vice-Chair; Herb Frost; Thomas Kalamas, and Jeffrey Nellenback.

Legislator Moroughan called the meeting to order at 1:00 p.m.

Legislator Kalamas moved to approve the January 16, 2024, committee meeting minutes as recorded, seconded by Legislator Frost, and carried.

**Glenfield Complete Streets project – Ryan Piche, County Manager and Casandra Buell, Director of Planning & Community Development**

Ryan Piche apologized that Highway Superintendent Tim Hunt couldn't be here due to family issues and instead Casandra Buell, Director of Planning & Community Development was going to present because she has been involved on this project. Ryan kicked off the presentation by explaining that this project is a new approach for Lewis County as traditionally the county only handles the pavement, no curbs, no storm drainage, no sidewalks, no lighting, etc. There are several county roads that run through and make up the streets of the Towns, Villages, and Hamlets in the County. Many of the Towns don't have the resources to maintain them so this will be the county taking full responsibility of the complete street, not the sewer lines or water lines they still belong to the Towns.

Casandra Buell began by reviewing the Project Team which is Tim Hunt, Highway Superintendent and Kelsey Wessel, P.E., PTOE of C&S Companies. The Project Background is that the length of the project is very close to 1 mile down Main Street/Blue Street, from State Route 12 along Glenfield Road and Main Street to Field Day Road. This project was first started over the summer of 2023, with studies and surveys done. In the fall of 2023, there was concept development of the project and on Wednesday, February 28<sup>th</sup> from 4:30 p.m. to 6:30 p.m. there will be a public meeting held at the Old Glenfield Elementary School. After that the Final Design will be completed by the end of March 2024 and Construction should begin in May and go through December 2024. Even though the entire section of road from Route 12 to Main Street and Main Street to Field Day Road will be pavement resurfacing, only a section of that will be a full depth reconstruction with complete streets elements.

The project objectives are to create complete streets which are streets that include sidewalks, curbs, lighting, proper drainage, and safety elements. The current Glenfield area has deteriorating streets, hardly any sidewalks, and no curbs. When building complete street, it provides pedestrian and bicycle infrastructure, improves public space, and collects stormwater to create longevity for these

streets. Great places are made of great streets. These types of projects will hopefully be implemented across the county.

Legislator Nortz questioned why the sidewalk didn't extend to the Fire Hall, Ryan responded that it would have increased the budget significantly. There was further discussion on other possible locations for projects and knowing what is under the street before tearing things apart. Ryan reported that this is a \$4.6 million project, which will be funded with \$4 million from CHIPS and \$600,000 from the County Capital Fund.

**7714 Number Three Road property – Matt O'Connor, Buildings & Grounds Supervisor and Patricia Fralick, Community Services Director**

Patricia Fralick began by reviewing the timeline of this property. Back in 2003, a 20-year ground lease was authorized between Lewis County and Mountain View Prevention Services for a portion of their Number Three Road Property. Mountain View Prevention Services planned to construct a new facility on the property that would house alcohol and drug abuse prevention and education services. In 2009, a 20-year grant lien on the facility between Mountain View Prevention Services and OASAS was created. Part of the grant lien was that OASAS' was entitled to control what organization could be housed in the building. It needed to be used for the provision of substance abuse services. In 2023, Mountain View Prevention Services closes, and the 20-year lease expires. Lewis County assumes control of the property and the title of the Facility; however, the grant lien conditions through OASAS remain in place. In 2029, the grant lien and OASAS' entitlement to the facility will come to an end.

Matt O'Connor stated that the building was built in 2003, wood frame, single story, and approximately 6,700 sq. ft. It is split into two sections with additional shared spaces for bathrooms, conference rooms and a breakroom. When Mountain View Prevention Services left, they literally just walked out leaving documents, furniture, and office equipment behind. The documents have been gone through by Patricia and her staff and stored securely in the County Storage Facility. The building itself appears to be in decent shape with the roof having been replaced a few years ago, although there may be some minor issues with the valleys. Buildings & Grounds staff are cleaning the building daily and snow removal has been contracted out for the winter.

The 2024 priorities are to assess the building conditions, make recommendations as needed, possibly tackle the site along the north side to keep water away from the building to increase its' longevity, upgrade the boiler as the original one is not energy efficient, and upgrade the HVAC system. In the future there might be some interior cosmetic changes that could be handled.

The 2024 budget would be about \$66,000 in expenses which could be offset by using \$36,000 of Community Services Unrestricted Funds and creating a contract with Credo for them to pay the county \$2,500.00 per month towards the cost of the building maintenance and upkeep. Legislator Nortz questioned who was going to move into that building when Credo moves out because according to the grant lien it must be an OASAS approved entity that provides substance abuse and prevention services, Patricia responded that at this time it doesn't seem there is a need for another substance abuse provider, perhaps allowing for the grant lien to be altered. In the future there may be an opportunity for PIVOT to use a few offices. Ryan pointed out that the future hope is to move Public Health into that building as it would be the perfect size. There was further discussion.

Patricia Fralick then went on to explain the Mobile Crisis Services due to a draft resolution for Human Services Committee. New York State Office of Mental Health (OMH) is expecting each county to have access to mobile crisis. OMH has provided Lewis County with one-time start-up funding to help support the development of behavioral health mobile crisis services. There is an expectation that the county provides the mobile crisis services or contracts them out. Services may be county specific or serve a region. The crisis services would be based on the county's need and use available resources. Fort Drum Regional Health Planning Organization (FDRHPO) has agreed to be the project manager and help determine how the services will be sustained after the start-up funding ends.

The following draft resolutions were reviewed:

1. Authorizing an agreement between Lewis County District Attorney's Office and Nicholas DeMartino, Esq. of Syracuse, NY, for the purpose of providing criminal prosecution services for cases in Oswego County due to the conflicts of interest, the Court has determined to require an Order to appoint a Special District Attorney, for the period of March 1, 2024 through December 31, 2024 at a cost not to exceed \$158.00 an hour.  
AYE   5              NAY   0
2. Authorizing an agreement with Credo to occupy a portion of the County's building located at 7714 Number Three Road, Lowville, NY through December 2024, or upon Credo relocating; whichever occurs first. The terms of the agreement shall include Credo paying the County \$2,500.00 per month, retroactive to January 1, 2024, for Credo's proportional share of the maintenance and operational costs of the building and property. The budget appropriations for this building and property will come from a Community Services reserve account and the expected shared operational costs from Credo.  
AYE   5              NAY   0
3. Awarding bid and authorizing contract to Hill High Excavation, Clayton, NY, for the Singing Waters Park water system at a cost not to exceed \$55,390.00.  
AYE   5              NAY   0

4. Authorizing no significant Environmental Impact on the addition of approximately 3.5 miles of Off Highway Vehicle trails to the Lewis County OHV Trail System.  
AYE   5              NAY   0
  
5. Adding approximately 3.5 miles of Off Highway Vehicle (OHV) trail to the Lewis County OHV Trail System.  
AYE   5              NAY   0
  
6. Awarding bid and authorizing contract to Dan's Hauling & Demo, Inc. from Wynantskill, NY for the demolition and removal of a condemned structure in the Village of Port Leyden at a cost not to exceed \$27,000.00.  
AYE   5              NAY   0
  
7. Amending Compensation Plan with reference to the District Attorney's Office to abolish a full-time Office Specialist position and create a full-time Paralegal position at an hourly rate of \$21.46 to \$24.15 retroactive to February 26, 2024.  
AYE   5              NAY   0

The following motion was made:

1. Legislator Moroughan 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, 2024 through March 31, 2025, seconded by Legislator Frost, and carried.

There being no other business to come before the committee, Legislator Nellenback moved to adjourn at 1:44 p.m., seconded by Legislator Leviker, and carried.

Respectfully submitted,  
Cassandra Moser, Clerk of the Board