

TO: Andrea Moroughan, Chair; Josh Leviker, Vice-Chair; Herb Frost III; Tom Kalamas; and Jeff Nellenback.

FROM: Cassandra Moser, Clerk of the Board

DATE: February 14, 2024

SUBJECT: General Services Committee Agenda

Please let this correspondence serve as notification that the General Services Committee will meet on Tuesday, February 20th at 1:00 p.m. in the Board of Legislators' Chambers. Following is a list of agenda items for the meeting which will be streamed live at [Lewis County - YouTube](#).

Minutes:

Approve January 16, 2024 committee minutes if no amendments.

Presentations / Discussion Items:

1. Glenfield Complete Streets project – Tim Hunt, Superintendent (15 minutes)
2. Number Three Road Building history & future – Patricia Fralick, Community Services Director and Matt O'Connor, Buildings & Grounds Supervisor (15 minutes)

Draft Resolutions:

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 ____ NAY ____
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 ____ NAY ____
3. Awarding bid and authorizing contract with Hill High Excavation, Clayton, NY, for the Singing Waters Park water system at a cost not to exceed \$55,390.00.
AYE ____ NAY ____

4. Declaring no significant environmental impact of the addition of approximately 3.5 miles of Off Highway Vehicle trails as a reroute of the Lee Gulf Trail, to the Lewis County OHV Trail System.
AYE ____ NAY ____
5. Adding approximately 3.5 miles of Off Highway Vehicle trails as a reroute of the Lee Gulf Trail, to the Lewis County OHV Trail System.
AYE ____ NAY ____
6. Awarding bid and authorizing contract with Dan's Hauling & Demo, Inc. from Wynantskill, NY for the demolition and proper removal, and site cleanup of a condemned structure at 7091 West Main Street, Port Leyden at a cost not to exceed \$27,000.00.
AYE ____ NAY ____
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 ____ NAY ____

Motions:

1. I move 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 _____.

Executive Session:

None.

Informational Items:

1. Monthly Department reports are attached for your review.

If any committee member has inquiries regarding agenda items, please do not hesitate to contact me.

cc:	Board of Elections	Highway
	Buildings & Grounds	Public Defender
	Code Enforcement/Junkyards	Recreation, Forestry, & Parks
	District Attorney	Recycling & Solid Waste
	Fire & Emergency Management	Weights & Measures
	Agriculture	

RESOLUTION NO. __ - 2024

**RESOLUTION AUTHORIZING AGREEMENT BETWEEN
LEWIS COUNTY DISTRICT ATTORNEY
AND NICHOLAS DeMARTINO, ESQ.**

Introduced by Legislator Andrea Moroughan, Chair of the General Services Committee.

WHEREAS, the Lewis County District Attorney was recently appointed by the Honorable Deborah J. Karalunas to act as Special District Attorney on behalf of Oswego County, on a number of identified criminal cases in Oswego County as a result of potential conflicts of interest between his office and the criminal defendants; and

WHEREAS, the Lewis County District Attorney seeks to enter into an agreement with Nicholas DeMartino, Esq., an experienced criminal attorney with offices in Syracuse, New York to provide legal services as outside counsel, on behalf of the Lewis County District Attorney in these Special Prosecutor assignments for neighboring District Attorney offices; and

WHEREAS, the agreement for legal services shall be payable to Attorney DeMartino at the rate of \$158.00 per hour, the NYS Assigned Counsel rate. These services shall be performed commencing March 1, 2024 through December 31, 2024, as assigned by the Lewis County District Attorney, and as he may extend as required on each assigned case;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. That the Lewis County Board of Legislators hereby authorizes an agreement between the 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.

Section 2. That the Lewis County Board of Legislators hereby authorizes the Lewis County District Attorney to make, execute, seal and deliver such Agreement, pending approval by the County Attorney.

Section 3. That the within resolution shall take effect immediately.

Moved by Legislator __, seconded by Legislator __, and adopted.

RESOLUTION NO. __ - 2024

**RESOLUTION AUTHORIZING AGREEMENT WITH CREDO TO TEMPORARILY
OCCUPY SPACE IN THE COUNTY'S BUILDING LOCATED AT 7714 NUMBER
THREE ROAD, LOWVILLE, NY AND APPROPRIATING FUNDS FOR 2024
OPERATIONAL EXPENSES**

Introduced by Legislator Andrea Moroughan, Chair of the General Services Committee.

WHEREAS, the Lewis County, through the Community Services Director, DSS and Sheriff's Department, has contracted with Credo Community Center for the Treatment of Addictions (Credo") to provide outpatient substance abuse treatment services and counseling services for Lewis County residents, as well as medical addiction treatment (MAT) services for incarcerated individuals in the Lewis County Jail; and

WHEREAS, Mountainview Prevention Services (MVPS) was the entity previously occupying 7714 Number Three Road, Lowville, NY, when providing outpatient substance abuse treatment services for County residents. Upon Mountainview's formal dissolution in December, 2023, the County took over full maintenance and operation of this property and building; and

WHEREAS, the Director of Buildings and Grounds has estimated the annual costs of maintaining and operating the property and building for continued use and occupation to be \$66,000.00; and

WHEREAS, Credo has been occupying approximately 50% of the building pursuant to an agreement with Mountainview which terminated the end of December, 2023. Credo seeks to continue temporary occupancy of that same space through 2024, or until Credo moves into the Lowville Commons building with TLS; whichever event first occurs; and

WHEREAS, the Buildings and Grounds and Community Services Directors seek to have the Board authorize an occupancy agreement with Credo to continue the use of the current space it occupies in the 7714 Number Three Road premises for 2024, with Credo to reimburse the County for its proportionate share of the operational expenses of the building and premises, i.e., \$30,000.00, payable in monthly installments of \$2,500 retroactive to January 1, 2024; and for the Board to authorize appropriation of the funds;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Lewis County Board of Legislators hereby authorizes an agreement with CREDO to occupy a portion of the space of the County's building

located at 7714 Number Three Road, Lowville, NY through December, 2024 or upon Credo relocating to the Lowville Commons with TLS; whichever event first occurs. The terms of the agreement shall include, but not be limited to Credo paying to the County the sum of \$2,500.00 per month, retroactive to January 1, 2024, as and for Credo's proportional share of the maintenance and operational costs and expenses of the building and property.

Section 2. That the following budget appropriations are hereby approved to establish expenditure funds for maintenance and upkeep of the Mountain View Prevention Services building and property on the Number Three Road in Lowville. The funding for this will be obtained from a Community Services reserve account and from expected shared operational cost and expense revenues from Credo, occupant of a part of the building.

Decrease:

A0 063101 Due to NYS Mental Health	\$ 36,000.00
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Increase Revenue:

A0162800 324550 Shared Contribution Costs #3 Road	\$ 30,000.00
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Increase Expenditures:

A0162800 290900 Misc Equipment	\$ 19,000.00
A0162800 430300 Electric	13,000.00
A0162800 430400 Fuel	5,000.00
A0162800 430500 Water	2,800.00
A0162800 460100 Rep and Maintenance grounds	7,000.00
A0162800 440901 IT Service Costs	1,500.00
A0162800 460300 Building Repairs	3,000.00
A0162800 460500 Equipment Repairs	2,000.00
A0162800 440700 Supplies	1,500.00
A0162800 490100 Professional Services	10,200.00
A0162800 490900 Miscellaneous	1,000.00

Section 3. That the Chair, or Vice-Chair, of the Board of Legislators is hereby authorized to make, execute, seal and deliver such Agreement with Credo and any amendments thereto, upon such terms and conditions as may be recommended by the County Attorney.

Section 4. That the within resolution shall take effect immediately.

Moved by Legislator __, seconded by Legislator __, and adopted.

RESOLUTION NO. __ - 2024

**RESOLUTION AWARDING BID AND AUTHORIZING AGREEMENT BETWEEN
THE COUNTY OF LEWIS AND HILL HIGH EXCAVATION, LLC
FOR THE CONSTRUCTION OF A WATER SYSTEM AT
SINGING WATERS PARK**

Introduced by Legislator Andrea Moroughan, Chair of the General Services Committee.

WHEREAS, the Recreation, Forestry and Parks Department sent out a Request for Proposals for the construction of a water system at Singing Waters Park, a County owned facility, according to the terms and specifications as set forth in the RFP, returnable on February 9, 2024; and

WHEREAS, present for the bid openings was the Director of Purchasing, and the County Attorney, with 5 bid responses received and opened; and

WHEREAS, after review and consideration of the proposals, the Director of Recreation, Forestry, and Parks recommends awarding the bid to Hill High Excavation, LLC, the lowest bidder at a price of \$55,390.00, in accordance with the specifications and scope of work set forth in the RFP; and

WHEREAS, the Board of Legislators seeks to award the bid to Hill High Excavation, LLC and authorizes an agreement for the specified services to be provided in accordance with the RFP;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. That the Lewis County Board of Legislators hereby authorizes and approves an Agreement with Hill High Excavation, LLC, Clayton, NY 13624, to construct a water system at Singing Waters Park in the Town of Greig, in accordance with the specifications and requirements set forth in the RFP.

Section 2. That the Lewis County Board of Legislators authorizes said agreement to include all conditions and requirements set forth in the RFP together with inclusion of any and all additional terms and conditions recommended by the County Attorney, at a cost of \$55,390.00 for the term commencing upon execution of the agreement through June 14, 2024.

Section 3. That the Chair or Vice-Chair of the Board of Legislators is hereby authorized to make, execute, seal, and deliver such Agreement and any amendments thereto, upon review and approval by the County Attorney.

Section 4. That the within resolution shall take effect immediately.

Moved by Legislator __, seconded by Legislator __, and adopted.

RESOLUTION NO. __ - 2024

**RESOLUTION REGARDING SEQRA REVIEW OF 3.5 MILES OF
REROUTE TO THE LEE GULF TRAIL, INCORPORATING
THE NEW TRAIL INTO THE LEWIS COUNTY OHV TRAIL
SYSTEM AND DECLARING NO SIGNIFICANT IMPACT
(JD Realty of Lowville, LLC, Village of Turin & Ronald C. White Properties)**

Introduced by Legislator Andrea Moroughan, Chair of the General Services Committee.

WHEREAS, the Board of Legislators has heretofore determined that the development of a county-wide trail system that can effectively and safely accommodate Off-Highway Vehicles ("OHV's"), (as defined in Local Law No. 3-2019) is in the public interest and will enhance the recreational use of the natural resources available in the County, as well as encourage tourism; and

WHEREAS, the Board of Legislators heretofore conducted an extensive evaluation of the potential environmental impacts associated with the development of a county-wide ATV trail system pursuant to Article 8 of the Environmental Conservation Law of the State of New York, as amended, and Title 6, Part 617 of the New York Codes, Rules and Regulations ("NYCRR") implementing Article 8 (collectively referred to hereinafter as "SEQRA"); and

WHEREAS, in accordance with the procedures outlined in 6 NYCRR § 617.9, the Board of Legislators caused to be prepared a Draft Generic Environmental Impact Statement ("DGEIS") and a Final GEIS (collectively the "GEIS"); on January 9, 2009, the Board of Legislators issued a written Statement of Findings setting forth the Board's conclusions and determinations, based upon the facts and analysis contained in the GEIS; and

WHEREAS, the Board of Legislators formally established the Lewis County Trail System by adopting Local Law No. 2 - 2009, "**A LOCAL LAW ESTABLISHING THE LEWIS COUNTY TRAIL SYSTEM**", as subsequently amended and re-stated in Local Law No. 3-2019, "**A LOCAL LAW AMENDING LOCAL LAW NO. 2-2009 AND RE-ESTABLISHING THE LEWIS COUNTY TRAIL SYSTEM**" (herein, "Local Law"); and

WHEREAS, the Local Law and the 2009 Statement of Findings contemplate future amendments to the Trail System through the addition of trails and/or the opening of interconnecting roads, and set forth procedures for making such amendments, and in particular, the procedures for amending the GEIS in compliance with SEQRA prior to amending the Trail System; and

WHEREAS, the Director of Recreation, Forestry and Parks has presented the Board of Legislators with a request to add a proposed addition of 3.5 miles of a

reroute to the Lee Gulf Trail to be added to the Lewis County OHV Trail System, and connecting this addition to the existing trail on Ives Road. The proposed trail is located in the Town of Turin, and includes portions of the following parcels:

Parcel No.: 304.00-01-4.4- JD Realty of Lowville.
Parcel No.: 304.00-01-011.00- JD Realty of Lowville.
Parcel No.: 304.00-01-9.00- Village of Turin.
Parcel No.: 304.00-01-10.00- Village of Turin.
Parcel No.: 305.00-01-03.120- Ronald C. White; and

WHEREAS, as a consequence, the Board of Legislators caused a site-specific environmental review of the proposed properties and trail reroute, pursuant to Section 8.2 of the Statement of Findings; and

WHEREAS, the Board of Legislators received a report from the Soil and Water Conservation District detailing its investigations, findings, and conclusion of no significant environmental impact with respect to the trail on these properties. With the assistance from County staff and counsel, the Board has reviewed the same and compared it with the GEIS and Statement of Findings;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators has reviewed the Report from Soil and Water Conservation District and concludes that there is no significant environmental impact in adding this trail as a reroute of the Lee Gulf Trail, on the identified parcels located in the Town of Turin to the Lewis County Trail System.

Section 2. Based upon its review and analysis of the data contained in the Report and the Specific Environmental Review and Assessment Statement pertaining to the trail on the properties, the Board of Legislators hereby finds and determines that:

- a. The Report adequately sets forth the relevant and material facts necessary for the Board of Legislators to make a decision;
- b. The Report adequately describes the consultant's investigations and analysis as to any significant adverse impacts and necessary mitigations for the specific sites;
- c. The Report's findings are consistent with the criteria identified and set forth in the GEIS and the Statement of Findings;
- d. The investigation and analysis of the described trail on Parcel Nos. 304.00-01-4.4, 304.00-01-011.00, 304.00-01-9.00, 304.00-01-10.00, and 305.00-01-03.120, do not reveal any environmental impacts that were either not addressed or were not adequately addressed in the GEIS and the Statement of Findings.

Section 3. As a consequence of these determinations, the Board of Legislators hereby finds and declares that the reroute of the Lee Gulf Trail by the addition of 3.5 miles of trail identified as part of Parcel Nos. 304.00-01-4.4, 304.00-01-011.00, 304.00-01-9.00, 304.00-01-10.00, and 305.00-01-03.120 in the Town of Turin, to the Lewis County OHV Trail System, will not result in a significant environmental impact.

Section 4. The Board of Legislators further finds and declares that pursuant to 6 NYCRR Part 617.10(d), a Supplemental Findings Statement need not be filed, and no further action need be taken with regard to the County's environmental review of the Lee Gulf reroute sites herein identified and therefore, the Board has completed its lead agency responsibilities under SEQRA with regard to this trail addition.

Section 5. That this Resolution shall take effect immediately.

Moved by Legislator __, seconded by Legislator __, and adopted.

RESOLUTION NO. __ - 2024

RESOLUTION TO ADD 3.5 MILES OF NEW TRAIL TO THE LEWIS COUNTY OHV TRAIL SYSTEM AS A REROUTE OF A PORTION OF THE LEE GULF TRAIL (JD Realty of Lowville, LLC, Village of Turin & Ronald C. White Properties)

Introduced by Legislator Andrea Moroughan, Chair of the General Services Committee.

WHEREAS, the Lewis County Board of Legislators has heretofore determined that the development of a county-wide trail system that can effectively and safely accommodate Off-Highway Vehicles (“OHV’s”), (as defined in Local Law No. 3-2019) is in the public interest and will enhance the recreational use of the natural resources available in the County, as well as encourage tourism; and

WHEREAS, the Board of Legislators formally established the Lewis County Trail System (herein “Trail System”) by adopting Local Law No. 2 – 2009, “**A LOCAL LAW ESTABLISHING THE LEWIS COUNTY TRAIL SYSTEM**”, as subsequently amended and re-stated in Local Law No. 3-2019, “**A LOCAL LAW AMENDING LOCAL LAW NO. 2-2009 AND RE-ESTABLISHING THE LEWIS COUNTY TRAIL SYSTEM**” (herein, “Local Law”); and

WHEREAS, the Local Law and the Statement of Findings contemplate future amendments to the Trail System through the addition of trails and/or the opening of interconnecting roads and set forth procedures for making such amendments, including a SEQRA review of any proposed addition to the Trail System; and

WHEREAS, the Director of Recreation, Forestry and Parks has presented the Board of Legislators with a request to reroute a portion of the Lee Gulf Trail by the proposed addition of 3.5 miles of trail on the following parcels to the Lewis County OHV Trail System. The rerouted trail is found on the properties owned by JD Realty of Lowville, LLC, the Village of Turin, and Ronald C. White, all in the Town of Turin, which include the following parcels:

Parcel No.: 304.00-01-4.4– JD Realty of Lowville
Parcel No.: 304.00-01-011.00 – JD Realty of Lowville
Parcel No.: 304.00-01-9.00- Village of Turin
Parcel No.: 304.00-01-10.00- Village of Turin
Parcel No.: 305.00-01-03.120- Ronald C. White; and

WHEREAS, the Board has completed its review under SEQRA with respect to the properties and trails identified above, and based upon an investigation and analysis conducted by the Soil and Water Conservation District, found and determined that adding these properties and trails to the Lewis County Trail System will not result in a significant environmental impact;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators hereby deems the trails located on the following privately owned properties in the Town of Turin, identified on parcel numbers 304.00-01-4.4, 304.00-01-011.00, 304.00-01-9.00, 304.00-01-10.00, and 305.00-01-03.120, as more fully described in the Statement prepared by the Soil and Water Conservation District, are hereby deemed incorporated into and made a part of the Lewis County Trail System.

Section 2. The Lewis County Board of Legislators hereby authorizes the reroute of a portion of the Lee Gulf Trail by the addition of 3.5 miles of trails to the Lewis County OHV Trail System and authorizes amendment of the maps of the Lewis County Trail System as the same are published on the Lewis County website and elsewhere, to include the trails described herein, together with such other and further actions as may be necessary to administer and maintain such trails consistent with the Lewis County OHV Trail Plan, the GEIS and Statement of Findings, and Local Law No. 3-2019.

Section 3. That the within resolution shall take effect immediately.

Moved by Legislator __, seconded by Legislator __, and adopted.

RESOLUTION NO. __ - 2024

**RESOLUTION AWARDING BID AND AUTHORIZING AGREEMENT
BETWEEN THE COUNTY OF LEWIS AND DAN'S HAULING & DEMO, INC. FOR
DEMOLITION AND SITE CLEANUP OF THE CONDEMNED PROPERTY
IN THE VILLAGE OF PORT LEYDEN
(7091 WEST MAIN STREET, PORT LEYDEN)**

Introduced by Legislator Andrea Moroughan, Chair of the General Services Committee.

WHEREAS, pursuant to resolution number 120-2023 the Board of Legislators directed the demolition, removal, and site cleanup of Tax Map No. 353.12-02-14.000, 7091 West Main Street, in the Village of Port Leyden, as an unsafe structure and danger to the community, upon the owner's failure to remedy the unsafe structure. The owner has failed to take any action to remedy; and

WHEREAS, the County sent out an RFP for proper demolition and removal. Eight (8) bids were received and opened on February 9, 2024 at 2:30 pm. After careful review of the bids, the Code Enforcement Officer recommends that the Board award the contract to the lowest bidder, Dan's Hauling & Demo, Inc. of Wynantskill, NY, to provide the demolition and removal services at a cost of \$27,000.00 according to the terms and specifications as set forth in the RFP; and

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. That the Lewis County Board of Legislators hereby authorizes and approves an Agreement with Dan's Hauling & Demo. Inc., with offices at PO Box 409 Wynantskill, New York 12198, to provide demolition, proper removal and site cleanup for Tax Map No. 353.12-02-14.000, 7091 West Main Street, Port Leyden, NY, in accordance with the terms and conditions of the RFP and all Federal, State and Local laws and regulations, at a cost of \$27,000.00.

Section 2. That the Lewis County Board of Legislators authorizes said agreement to include all conditions, requirements and terms recommended by the County Attorney, with the services to be undertaken and completed on or before April 31, 2024.

Section 3. That the Lewis County Board of Legislators authorizes the County to pay the tipping fee costs for removal of the hazardous material and debris and any air monitoring testing expenses required for proper demolition and removal.

Section 4. That the Chair or Vice-Chair of the Board of Legislators is hereby authorized to make, execute, seal and deliver such Agreements and any non-financial

amendments or change orders thereto, upon review and approval by the County Attorney.

Section 5. That the within resolution shall take effect immediately.

Moved by Legislator __, seconded by Legislator __, and adopted.

DRAFT

RESOLUTION NO. __ - 2024

**RESOLUTION AMENDING COMPENSATION PLAN
WITH REFERENCE TO THE DISTRICT ATTORNEY'S OFFICE**

Introduced by Legislator Andrea Moroughan, Chair of the General Services Committee.

BE IT RESOLVED, as follows:

Section 1. That the Board of Legislators hereby amends the Compensation Plan of the County of Lewis with reference to the District Attorney's Office, effective and retroactive to February 26, 2024, for the following:

<u>ABOLISH</u> Office Specialist	<u>STATUS</u> Full-time	<u>HOURLY RATE</u> \$18.68 - \$21.38
<u>CREATE</u> Paralegal	<u>STATUS</u> Full-Time	<u>HOURLY RATE</u> \$21.46 - \$24.15

Section 2. That this resolution shall take effect immediately.

Moved by Legislator __, seconded by Legislator __, and adopted.

General Services Committee

February 20th 2024

- 1) Maintenance had **69** work orders during the month of January
- 2) We moved BOE into their new building on January 16th, we will work with them on any small adjustments needed
- 3) We will be extremely short handed for the next several weeks with staff transfers and retirements, we'll do our best to keep up
- 4) We are looking to put HVAC controls from TRANE at DMV for a price of \$21,800. That will allow us to monitor the building temps and equipment status
- 5) Looking to implement a 3yr TRANE service contract for HVAC service at the Mountainview bldg. for \$6,687 in 2024, \$7,055 in 2025 & \$7,444 in 2025
- 6) Mountainview will also need HVAC controls that match to our computer system for \$18,240.36
- 7) Joe Cowles, our working supervisor retired on Feb 16th after 15 years with the department, he will be missed. We are in process of hiring a replacement
- 8) We took delivery of our new Floor machine, Compact tractor with loader & snowblower. The old tractor will be auctioned off in a few weeks
- 9) We will be putting out an RFP for overhead door replacement at the PSB, Emergency management garage & Courthouse to be completed this summer

Matt O'Connor

Buildings & Grounds Supervisor

February 2024 report
Office of Building and Fire Codes

To date the Office of Building and Fire Codes has:

- Issued **(58)** Permits
- Project values of \$ **2,1551,655** dollars.
- Conducted **(65)** State mandated Life-Safety and Property Maintenance inspections of commercial properties (Department annually conducts 101 inspections of places of public gathering. On a three-year cycle, Department conducts 496 inspections of commercial businesses and multi-family dwellings)
- Responded to **(0)** chimney fire(s) / or request by Fire Departments
- Responded to **(12)** complaints.
- Issued **(59)** Certificates of Completion / Occupancy
- Researched **(4)** FOIL or Record Request.
- Traveled 1528 miles.
- Conducted 151 Construction Inspections.

Respectfully,

February 9th ,2024

Ward John Dailey
Sr. Code Official
County of Lewis

January 2024 Monthly Report

- Elections budget is on track
- We submitted documentation for reimbursement for several grants to NYS Board of Elections for review
- Received our Offices to Be Filled back from all village and town clerks, as well as the county clerk
- Completed and filed our Annual Report with the State Board of Elections
- Appointed machine Technicians for 2024 election year
- Moved to our new office space on East State Street and continue to try and organize our new space

Upcoming village election for Lowville will be held on March 19th and will be held at our new voting site at 7513 East State Street.

Our list of available offices to be filled within our county, towns and villages will be posted the week of February 15th on our website.

Designating Petitions for offices to be on the ballot in 2024 will be available to pick up the week of February 20th.

End of Report: 02/09/2024

February 9, 2024

Summary of the past month:

We have finished the final reports and closed the SHSP FY2021 grant. The SHSP FY2022 grant in the amount of \$46,946 quotes have been obtained and purchase requisitions will be submitted soon. The grant application for SHSP FY2023 was approved, and quotes are being obtained following the purchase guidelines. The EMPG grant for FY2023 in the amount of \$14,358.00 was approved and final report paperwork submitted to receive the grant funding which will be applied towards office payroll.

Lewis County EMT Advisory Committee: The EMS Ad Hoc committee continues for 2024. July 11, 2023, Bob met at BOCES with the committee to help create this new course in their program for Certified First Responders and Basic EMTs. This program will be kicking off in the 2024-2025 school year and these planning meetings will continue to assist BOCES.

The Advanced EMT (not paramedic) class started January 4th, 2024, hosted at Constableville Ambulance. Per instructor Matt Yelton he currently has 12 students enrolled in the A-EMT class. Constableville is hosting a Basic EMT rapid refresher class that will finish mid-April.

Mask Fit testing for interior firefighters will resume February 15, 2024, at Castorland Fire Station for Castorland, Beaver Falls and New Bremen departments. The instructors are working to schedule firefighter trainings for Ariel Truck Ops and an Auto Vehicle Extraction Training. Two Basic Exterior Firefighting classes are scheduled for 2024. The first BEFO class hosted at Castorland Fire and has 21 students enrolled. The 2nd BEFO class will be hosted at West Leyden Fire beginning March 5th and class registration is open. Interior Fire Operations class will begin after both BEFO classes conclude.

The next LEPC meeting is scheduled for April 8, 2024, held at the Lewis County JCC classroom 4/5.

We have completed the 2024 Eclipse Emergency Response Plan for Lewis County.

We are working with Barnes Corners Sno-Pals on the 2024 SNIRT plan.

Now that school is back in session Bob is attending the safety meetings to date for Harrisville, Copenhagen, Beaver River and Lowville. Bob attends the meetings as requested by the schools.

Participation in NWS virtual presentations monthly for updated weather information.
Please feel free to contact me anytime.

Thank You For the privilege of allowing me to assist the gracious Volunteers of Lewis County who give un-forgivingly of their time! It's the volunteers that keep this county safe!!!

Highway December 2024 Report

- **Plowing and Sanding as needed.**
- **Mowing brush on roadsides.**
- **Performing service work and preventative maintenance on equipment.**
- **Doing tree work as weather permits.**
- **Fixed shoulders and driveways from heavy rains.**
- **Public meeting scheduled for Wednesday 2/28/2024 4:30-6:30pm at Glenfield Elementary School for public outreach.**
- **Started meeting with Towns on County and Town infrastructure efficiency.**

February Monthly Update Regarding January 2024

- **Resolution awarding bid and authorizing contract on Singing Waters Water System.** Bid opening is on 2/9/2024 at 2 pm, all bids will be reviewed after bid opening.
- **Resolution adding 3.5 miles of the Lee Gulf Reroute and Ives Road connection trails to the Lewis County Trail System.**
- **Resolution declaring no significant impact of SEQRA for the 3.5 miles of the Lee Gulf Reroute and Ives Road connection.**
- **Motion to sign an easement with Justin T. Cobb for a 20-foot easement on instrument # 2016-000015 for Off Highway Vehicle access.**
- **Motion to sign an addendum to the Cronk harvest contract with Prentiss & Carlisle to include trees blown down in the January storm.** The harvester has moved off the job due to weather conditions.
- **Motion to award the nine (9) Lewis County Snowmobile Clubs \$1000 for providing the County with statistical data on trail usage and activities for the snowmobile season.**
- **Hough Memorial Forest Timber bid is posted.** The bid will be reviewed on March 8th at 2:30 pm. The site inspection will be February 12th at 7:30 am.
- **Adirondack Park Community Smart Growth Grant** – The Winter Recreation Development Plan was submitted with the assistance of Planning for the development of a Winter Recreation Development Plan for the County owned parcels in the Commons (Town of Greig and Lyonsdale). This will develop a non-motorized winter recreation Master plan. The Grant should be awarded in the spring.
- **Snowmobile Grant** – We have had limited trail access due to weather conditions. The Legislator tour visited the Lost Trails, Southern Tug Hill and Osceola Snowmobile Groomer barns and had a good turnout.
- **OHV** - Trail Crew has been working on laying out new trails on the Aiden Parcel north of the County land on Abbey Road and the landlocked County Parcel south of Buck Run Road.
- **2024 OHV Permit Sales** - The budget looks good with the Account Balance for ATV FUND being \$299,718.03 (expenses were not been transferred since October)
- **The Next OHV Round Table meeting is February 26th at 3 pm in Board of Legislators Chambers.**

Account	Budget	Available
Trail Program (County Funded)	\$304,867.60	\$284,797.46
Trail Maintenance Revenue	(\$291,377.00)	(\$289,288.35)
Trail Maintenance Expenditures	\$193,400.00	\$171,244.15
Reforestation Revenue	(\$170,000.00)	(\$170,000.00)
Reforestation Expenditures	\$156,072.00	\$134,068.78
DASNY	\$50,000.00	\$9,900.87

Trail maintenance is a separate account and not part of the general fund and is funded through OHV permit sales.

Reforestation is part of the general fund but is generally set up to be a zero-account balance.

Kip Turck

Director

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Denise Yost

Principal Account Clerk

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MONTHLY UPDATE: FEBRUARY 2024 FOR JANUARY 2024

FISCAL UPDATE	JANUARY	YEAR TO DATE
Revenues	\$204,567.78	\$204,567.78
Expenditures	\$251,440.53	\$251,440.53
Cash Balance	\$168,836.52	As of January 31, 2024

SERVICE UPDATE	JANUARY
GARBAGE (MSW & C&D)	1,044.67 tons
RECYCLING	242.67 tons
RECYCLING Received from/Owed to Oneida Herkimer Solid Waste	(\$219.10)

INFORMATIONAL UPDATE

- January was a difficult month due to staffing issues. One employee resigned and another was out for two weeks on Workers Comp. Then on January 15th, our dear friend and coworker, Larry Lyndaker, lost his life in a horrific garage fire. On January 29th, two new employees were hired.
- We were not able to pay the \$20,000 scale house loan payment in January due to having to make large payments that are due in the beginning of the year. The capital project loan (\$87,368.60) and workers comp (\$5,780.00) were paid in January. We were hoping the scale house loan would be paid off by December 2024 but now the final payment won't be made until 2025.
- The following chart represents the total amount in tons of MSW and C&D that Lewis County Solid Waste hauled to the DANC landfill in Rodman in 2020, 2021, 2022 and 2023.

LEWIS COUNTY SOLID WASTE TRASH TONNAGE (includes MSW and C&D)

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2020	925	743	948	1,069	1,227	1,170	1,219	1,169	1,227	1,203	1,105	1,019	13,024
2021	856	801	958	1,159	1,001	1,252	1,223	1,182	1,140	1,074	1,370	943	12,959
2022	769	813	1,090	1,100	1,160	1,259	1,103	1,167	1,241	1,224	1,101	1,019	13,046
2023	962	824	1,013	1,099	1,187	1,221	1,279	1,331	1,256	1,272	1,154	1,037	13,635

