

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

FROM: Cassandra Moser, Clerk of the Board

DATE: May 16, 2024

SUBJECT: General Services Committee Agenda

Please let this correspondence serve as notification that the General Services Committee will meet on Tuesday, May 21st 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 April 16, 2024 committee minutes if no amendments.

Presentations / Discussion Items:

None.

Draft Resolutions:

1. Introductory Local Law No. 1-2024 titled "A Local Law Amending Local Law No. 2-2021: To Extend the Authorization of 12 and 13 Year Old Licensed Hunters to Hunt Deer with a Firearm or Crossbow during Hunting Season with the Supervision of a Licensed Adult Pursuant to Environmental Conservation Law §11-0935" and setting the public hearing to be held on July 2, 2024 at 5:00 p.m.
AYE ____ NAY ____
2. Appropriating funds from General Contingency to Buildings & Grounds account lines for expenses of maintenance and upkeep of the Glenfield School building. The amount of \$35,000.00 is net of reimbursement that is expected from the Rochester Cornerstone Group who has agreed to pay 50% of the costs, up to \$30,000.00 a year.
AYE ____ NAY ____
3. Appropriating \$572,449.00 from Fund Balance that originally came from FEMA for bridge repair work that was not expended in 2023 but will be in 2024.
AYE ____ NAY ____
4. Appropriating \$301,000.00 from additional CHIPS revenue into Highway account lines.
AYE ____ NAY ____

Motions:

None.

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	

**LOCAL LAW (INTRODUCTORY NO. 1 - 2024)
COUNTY OF LEWIS**

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

**A LOCAL LAW AMENDING LOCAL LAW NO. 2 – 2021: TO EXTEND THE
AUTHORIZATION OF 12 AND 13 YEAR OLD LICENSED HUNTERS TO HUNT
DEER WITH A FIREARM OR CROSSBOW DURING HUNTING SEASON WITH THE
SUPERVISION OF A LICENSED ADULT PURSUANT TO ENVIRONMENTAL
CONSERVATION LAW §11-0935**

BE IT ENACTED by the Board of Legislators of the County of Lewis as follows:

SECTION 1. LEGISLATIVE INTENT

The intent of this Local Law is to extend the authorization by Lewis County to permit 12 and 13 year old individuals to continue participation in safe hunting opportunities in accordance with Environmental Conservation Law § 11-0935.

The enacted 2021-2022 New York State Budget included a pilot program allowing the opportunity for young hunters, ages 12 and 13, to hunt deer with firearms and crossbow through 2023, if a county authorized such action within their municipality.

Lewis County enacted Local Law No. 2-2021 to authorize participation of these youths in the pilot program through 2023, as hunting is a valued tradition for many families, and this new opportunity allows experienced, adult hunters to introduce the value of hunting to the next generation. Furthermore, teaching young people safe, responsible, and ethical hunting practices will ensure a rewarding experience for the youth, while providing quality food to families and contributing to important deer management population control practices.

This pilot program was extended through 2025 by enactment in the 2023-2024 New York State Budget for counties who authorize such action within their municipality. This Local Law amends Local Law 2-2021 by extending the authorization of said aged youth to hunt deer as set forth under New York State Law.

SECTION 2. PILOT PROGRAM AUTHORIZATION EXTENSION

Pursuant to Environmental Conservation Law, ECL 11-0935, the 2023-2024 New York State adopted budget, and by enactment of this Local Law, Lewis County declares its election to continue participation in the program to allow for young hunters, ages twelve (12) and thirteen (13), to hunt deer with a firearm, to include rifles, shotguns, and muzzle loaded firearms or crossbow through the periods of time prescribed by the State, including any extensions of time hereinafter enacted by New York State.

SECTION 3. STATE REQUIREMENTS TO ADHERE ONCE AUTHORIZED

Twelve (12) and thirteen (13) year old licensed hunters shall be allowed to hunt deer with the following requirements to be followed:

- Twelve (12) and thirteen (13) year old licensed hunters shall be under the supervision of a licensed adult hunter, age 21 years or older, with a rifle, shotgun, or muzzle loading firearm in areas where and during the hunting season in which such firearms may be used; and
- Twelve (12) and thirteen (13) year old licensed hunters shall be allowed to hunt deer under the supervision of a licensed adult hunter, age 21 years or older, with a crossbow during the times when other hunters may use crossbows; and
- Supervision of a licensed adult hunter, age twenty-one (21) years or older, with at least three (3) years of experience who exercises dominion and control over the youth hunter at all times is required; and
- All licensed twelve (12) and thirteen (13) year old hunters as well as their adult supervisors shall be required to wear fluorescent orange or pink clothing while engaged in hunting to an extent and covering so designated pursuant to the law, rules, and regulations promulgated by the State of New York; and
- All licensed twelve (12) and thirteen (13) year old hunters shall remain at ground level while hunting deer with a crossbow, rifle, shotgun, or muzzleloader; and
- Notwithstanding any State or Federal Law to the contrary, this local law shall not authorize the hunting of bear by twelve (12) and thirteen (13) year old with a firearm or crossbow.

SECTION 4. LOCAL LAW FILING REQUIREMENTS

A copy of this local law shall be sent to the New York State Department of Conservation as well as the NYS Department of State.

SECTION 5. SEVERABILITY

If any clause, sentence, paragraph, subdivision, section or part of this law, or the application thereof to any person, individual, corporation, firm, partnership, entity or circumstance shall be adjudged by any court of competent jurisdiction to be invalid or unconstitutional, such order or judgment shall not affect, impair, effect or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, section or part of this law or in its application to

the person, individual, corporation, firm, partnership, entity or circumstance directly involved in the controversy in which such order or judgment shall be rendered.

SECTION 6. EFFECTIVE DATE

This local law shall take effect immediately upon filing and publication in accordance with Section 27 of the Municipal Home Rule.

DRAFT

RESOLUTION NO. __ - 2024

**FIXING DATE OF PUBLIC HEARING ON LOCAL LAW
(INTRODUCTORY LOCAL LAW NO. 1 - 2024), COUNTY OF LEWIS**

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

WHEREAS, there will be presented and introduced at a meeting of this Board of Legislators to be held on July 2, 2024, a proposed Local Law entitled "**A LOCAL LAW AMENDING LOCAL LAW 2-2021: TO EXTEND THE AUTHORIZATION OF 12 AND 13 YEAR OLD LICENSED HUNTERS TO HUNT DEER WITH A FIREARM OR CROSSBOW DURING HUNTING SEASON WITH THE SUPERVISION OF A LICENSED ADULT PURSUANT TO ENVIRONMENTAL CONSERVATION LAW §11-0935.**"

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. That a public hearing will be held on July 2, 2024, from 5:00 p.m. to 5:30 p.m., before the Lewis County Board of Legislators on the Second Floor Board Room at the Lewis County Courthouse, New York, 7660 North State Street, Lowville, New York.

Section 2. That at least five (5) days notice of such hearing shall be given by the Clerk of this Board by the due posting thereof upon the bulletin board of the Lewis County Court House, Lowville, New York, and by publishing such notice at least once in the official newspaper of the County.

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

RESOLUTION NO. __ - 2024

RESOLUTION TO APPROPRIATE FUNDS BUILDINGS & GROUNDS DEPARTMENT

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

BE IT RESOLVED, as follows:

Section 1. That the following budget appropriations are hereby approved to establish additional expenditure funds for maintenance and upkeep of the Glenfield School building. As of May 1, 2024, expenses for this building will no longer be charged to the capital building project and will need to be paid by the Building and Grounds department. The amounts below are also net of reimbursement that is expected from the Rochester Cornerstone Group. The company has agreed to pay 50% of the building costs until the County sells the property to them.

Decrease:

A0199000 499900 General Contingency	\$ 35,000.00
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Increase:

A0162000 430300 Court House Electric	\$ 10,000.00
A0162000 430400 Court House Fuel	\$ 12,000.00
A0162000 490100 Professional Services	\$ 9,000.00
A0162000 430500 Court House Water	\$ 4,000.00

Section 2. That the within resolution shall take effect immediately.

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

RESOLUTION NO. __ - 2024

**RESOLUTION TO APPROPRIATE FUNDS
HIGHWAY DEPARTMENT**

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

BE IT RESOLVED, as follows:

Section 1. That the following budget appropriations is authorized to utilize funds from County Road Fund Balance for bridge repair work. In 2023, this funding was received from the Federal Emergency Management Agency and not expended. The bridge repairs that were funded by FEMA will occur this year and the appropriation will draw on the fund balance deriving from this receipt.

Decrease:

D0 005990 Fund balance	\$ 572,449.00
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Increase:

D0550000 491520 County Road Bridge Materials	\$ 534,449.00
D0550000 491501 County Road Bridge Insp/Engineer	\$ 38,000.00

Section 2. That the within resolution shall take effect immediately.

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

RESOLUTION NO. __ - 2024

**RESOLUTION TO APPROPRIATE FUNDS
HIGHWAY DEPARTMENT**

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

BE IT RESOLVED, as follows:

Section 1. That the following budget appropriation be approved in the County Road accounts for additional revenue expected from the NYS CHiPs program:

Increase Revenue:

D0501000 335011 CHIPS revenue	\$ 301,000.00
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Increase Expenditure:

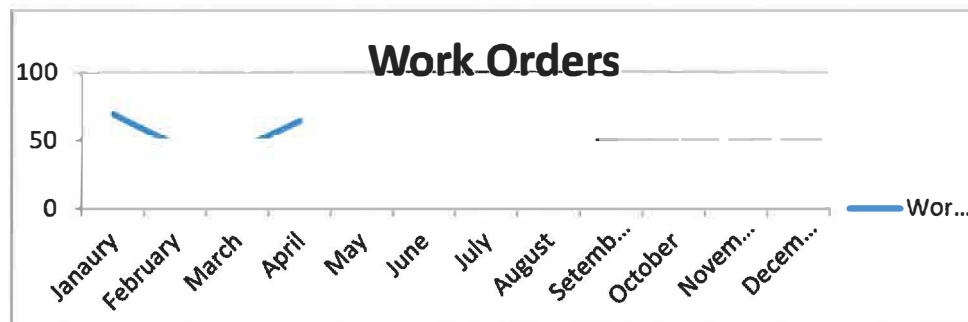
D0512000 495120 Capital Improvement Materials	\$ 301,000.00
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Section 2. That the within resolution shall take effect immediately.

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

General Services Committee
May 21st 2024

- 1) Maintenance has **64** work orders during the month of April



- 2) Pete Denney has been hired for working supervisor and is fitting in well.
- 3) We have been extremely busy moving offices at DSS for the contractors doing the sound proofing.
- 4) Amp electric has started the renovations at the courthouse. The third floor rooms have been completed and people are moved in. The first floor reno will be complete soon.
- 5) We have been working on the new break room in the basement for courthouse employees and renovating the new maintenance office as well.
- 6) Shawn Lawrence has decided to come back to the maintenance department after a 3 month leave of absence.
- 7) Overhead door Company of Watertown won the bid for the garage door replacement at PSB, doors will be ordered and installed by July.
- 8) Extending the lawn mowing & snow removal contracts with Specialty welding at Glenfield School for one year.
- 9) Highway will soon be cleaning out the drainage swale and regrading back lawn at Mountainview so water can drain away from building.

Matt O'Connor
Buildings & Grounds Supervisor

Ward John Dailey

Senior Code Enforcement Official

warddailey@lewiscounty.ny.gov

May 9th, 2024

May 2024 report Office of Building and Fire Codes

To date, the Office of Building and Fire Codes has:

- Issued **(264)** Permits
- Project values of **\$11,701,248** dollars.
- Conducted **(141)** 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 **(23)** Complaints.
- Issued **(139)** Certificates of Completion / Occupancy.
- Researched **(15)** FOIL or Record Requests.
- Conducted **(487)** Construction Inspections.

Junkyard and Building Safety Officer has:

- Conducted **(32)** junkyard inspections.
- Investigated **(14)** complaints.
- Issued **(4)** Notices of Violation

Respectfully,

Ward John Dailey
Sr. Code Official
County of Lewis

April 2024 Monthly Report

- Our Elections budget is on track for 2024.
- Held our Presidential Primary on June 2nd for the republican and democratic voters in Lewis County. Of the 14,287 eligible voters, we had 775 votes cast with a 5% turnout.
- We updated 45 of our poll pads for voter check in and ballot printers to the 17.4 version.
- Opened all the voting machines and organized voted ballots for the reconciliation and audit process.
- We sent notice to the District Attorney, county chairmen, and town officials and poll site coordinators of our upcoming election dates still on the calendar for 2024.
- Our audit team performed the 3% mandatory audit of ballots for the Presidential Primary and certified the Official Election Results to the State Board of Elections.
- Petition passing for the Independent Line for the general election started on April 16th.

• End of Report: 05/10/2024

May 9, 2024

Summary of the past month:

The SHSP FY2022 grant in the amount of \$46,946 quotes have been obtained for the final items to be purchased to close out this grant once the items arrive. The grant application for SHSP FY2023 was approved, and quotes are being obtained following the purchase guidelines.

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 11 students enrolled in the A-EMT class. Constableville is hosting a Basic EMT rapid refresher class that will finish mid-April. 3 refresher students passed the class and need to schedule to take their final exam.

The next Mask Fit testing for interior firefighters will be May 30, 2024, at Harrisville Fire Station for Harrisville and Natural Bridge Fire and anyone that needs it for the Spring IFO class. The two Basic Exterior Firefighting classes are scheduled for 2024 have completed. Interior Fire Operations class started May 7th with 20 students. The Ariel Truck Ops class began May 3rd hosted at Castorland Fire Station and the pump operator class will begin May 31st hosted at Beaver Falls station.

The next LEPC meeting is scheduled for July 22, 2024, held at the Lewis County JCC classroom 4/5.

We have begun planning for the EMS volunteers for the Lewis County Fair at the command trailer.

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!!!

Lewis County Highway May Report

- Sweeping is done.
- Started cutting road shoulders.
- All culverts replaced on blue street.
- Held annual safety training.
- Have filled all summer positions.
- Started Chip sealing.
- Started Crack sealing.
- Started Herbicide spraying of guiderails.
- Bridge closed for replacement in Barnes Corners
- Met with Striping contractor and some road striping should start soon, weather permitting.
- Opened bid for Main Street Glenfield.

May Monthly Update Regarding April 2024

- **Singing Waters** – Hill High Excavation is on hold until the water pump comes in, no date given on when it will come in. Once installed the lines will be sanitized and pressure tested prior to NYSDOH approval on construction. Then we will need to apply for the Campground permit with NYSDOH.
- **Snowmobile Grant** – I have been working on the Phase I application for the 2024-2025 season. This includes updating the GPS of the trails, which is required every third year. I am still waiting for GPS information from 4 Clubs. Any change in the routes also requires a SEQR review, so I am working with Lewis County Soil and Water to get them done by Month end. I will be auditing and compiling the Phase III documentation for the 2023-2024 season in the coming month to close out the grant and attain the remaining funding.
- **Equipment** – The Bobcat Mini Excavator and Kubota tractor will be sold at the next auction and a mini excavator was rented from Tracey Equipment for the season. Tandem 113 blew a tire while hauling and Cheney Tire replaced it and suggested we needed new steering tires. With the new truck being delayed until next year, we will be looking to get them replaced.
- **Forestry** – Prentiss and Carlisle decided to hold off on the Harvest for Hough Memorial in the Town of New Bremen and they are waiting for things to dry up on the Cronk Road Harvest. I have a Timber Bid on North South Road (between Abbey Road and Town Line Road) in the Town of Greig that will go out to bid this month. I am working with Brian Hanno to get it out for next months approval.
- **OHV** - Trail Crew has trails open, other than Cronk that is closed due to harvest and Great Lots due to wet conditions and landowner request. Trail maintenance has started on all trails being leveled and graded and we have moved the equipment to Lee Gulf to start the reroute. There are 23 Trail Ambassadors that are inspecting trails and assisting the Trail crew. We hope this program broadens our exposure while promoting the trails.
- **2024 OHV Permit Sales** - The budget looks good with the Account Balance for ATV FUND being \$258,258.10 Permit sales are currently \$98,961.73 which is \$4,388.03 over last year's year to date numbers. We have nine point of sales this year.
- **The Next OHV Round Table meeting is May 20th at 4 pm at the Conference Room of the Outdoor services building at 7362 East Road, Lowville.**

Account	Budget	Available
Trail Program (County Funded)	\$304,667.60	\$245,372.48
Trail Maintenance Revenue	(\$291,376.84)	(\$202,435.49)
Trail Maintenance Expenditures	\$286,043.32	\$127,505.30
Reforestation Revenue	(\$170,000.00)	(\$168,200.00)
Reforestation Expenditures	\$158,878.11	\$125,436.75
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

kipturck@lewiscounty.ny.gov

Denise Yost

Principal Account Clerk

deniseyost@lewiscounty.ny.gov

MONTHLY UPDATE: MAY 2024 with APRIL 2024 Information

FISCAL UPDATE	APRIL	YEAR TO DATE
Revenues	\$239,952.43	\$812,625.95
Expenditures	\$190,664.86	\$852,757.68
Cash Balance	\$170,386.88	As of April 30, 2024

SERVICE UPDATE	APRIL
GARBAGE (MSW & C&D)	1,277.81 tons
RECYCLING	249.79 tons
RECYCLING Received from/Owed to Oneida Herkimer Solid Waste	\$3,888.08 - March

INFORMATIONAL UPDATE

- On April 9th, lightning struck the ground and traveled into the new scale house at the Lowville Transfer Station. The scale, scale PPS board & instrument panel and two of the brand-new cameras were damaged. The cameras cost \$1,389.30 to replace. We haven't received the invoice from Fairbanks Scale so we don't know the cost of the scale repairs. Insurance will not cover the repairs because the insurance deductible is \$250,000 so the unexpected costs will have to come out of the Solid Waste budget/cash account.
- Just as our busy season is starting to pick up, staffing has become an issue again. Bruce (BJ) Roggie retired on April 25th and the employee that was hired in January will be leaving on May 3rd. Jon Bush was hired as the Working Supervisor to replace BJ which leaves us with two vacant MEO positions.
- The following chart depicts the monthly surcharge that was billed to the haulers who transported material to the Rodman landfill from January 2022 through April 2024.

