

**TO:** Tom Osborne, Chair; Jeff Nellenback, Vice-Chair; Herb Frost III; Vincent Nortz; and Barry Lyndaker.

**FROM:** Cassandra Moser, Clerk of the Board

**DATE:** July 18, 2024

**SUBJECT:** Finance & Rules Committee Agenda

Please let this correspondence serve as notification that the Finance & Rules Committee will meet on Tuesday, July 23<sup>rd</sup> 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 June 18, 2024, committee minutes if no amendments.

**Presentations/Discussion Items:**

1. Community Engagement Specialist update – Kaylee Rhodes (10 minutes)
2. Broadband Expansion update – Casandra Buell, Director of Planning & Community Development (5 minutes)

**Draft Resolutions:**

1. Introductory Local Law No. 2-2024 “A Local Law Providing for the Partial Exemption of certain Real Property Owned by Persons 65 Years of Age or Over” and setting the public hearing for September 3, 2024 from 5:00 p.m. to 5:30 p.m.  
AYE \_\_\_ NAY \_\_\_
2. Authorizing an agreement with SymQuest for an additional five (5) year lease of twenty-seven (27) multi-function printing machines as a cost not to exceed \$140,000 including a one-year subscription to print management software at an annual renewal rate of \$2,496.00 and per page printing of \$0.0035 for black & white and \$0.035 for color.  
AYE \_\_\_ NAY \_\_\_
3. Authorizing the transfer of the approximate 0.44 acres of vacant land located immediately behind the property and one family residence of David Hodge and Michelle Smith located at 7456 Emi Lane to said named owners in consideration of the payment of \$2,000.00 and subject to the written consent and waiver of reversionary rights of the Lewis County Agricultural Society as required under the deed restrictions.  
AYE \_\_\_ NAY \_\_\_
4. Setting a public hearing to solicit the views of citizens regarding the potential conflict of interest and requested waiver posed by Snow Belt Housing Company and the otherwise eligible CDBG housing rehabilitation applications, to be held on September 3, 2024 from 5:00 p.m. to 5:30 p.m.

AYE \_\_\_            NAY \_\_\_

5. Authorizing applications to be submitted to the NYS Energy Research and Development Authority for up to \$3,000,000 in Clean Mobility Program funding and to the NYS DOT Innovative Transit Mobility Pilot Grant Program for up to \$3,000,000 in order to launch a county wide micro-transit program with Via Transportation. If awarded funding by NYSDERDA and/or NYS DOT under these grant programs the Board authorizes an agreement with Via Transportation at an estimated cost of \$740,000 per year for up to a five-year pilot period.

AYE \_\_\_            NAY \_\_\_

6. Authorizing an agreement between Planning & Community Development Department and NYS Department of Environmental Conservation to accept the \$125,000 in Adirondack Park and Catskill Park Community Smart Growth Grant Program funds to expand broadband infrastructure within the Adirondack boundary and authorizes an agreement with DANC to provide broadband infrastructure to passings on Elijah Lake Road, in the Town of Diana, in an amount not to exceed \$50,000.00.

AYE \_\_\_            NAY \_\_\_

7. Authorizing and approving a PILOT agreement between Lewis County, other affected taxing jurisdictions, and the Nature Conservancy, whereby the conservancy will make annual payments to the named taxing jurisdictions in such amounts and according to the schedule set forth in the agreement over a ten-year term commencing on January 1, 2024 through December 31, 2033.

AYE \_\_\_            NAY \_\_\_

8. Setting the 2025 Workers' Compensation participant assessments to be based 50% on actual loss experience from 2021, 2022, and 2023; 30% on gross payroll from 2023 and 2024 figures; and 30% on proportionate full property values.

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: County Clerk/Records Mngt.  
Economic Development  
Human Resources  
Information Technology  
Insurance/Workers' Compensation

JCC Education Center  
Planning & Community Development  
Purchasing  
Real Property Tax  
Treasurer

**LOCAL LAW (INTRODUCTORY NO. 2 – 2024)  
COUNTY OF LEWIS**

Introduced by Legislator Thomas Osborne, Chair of the Finance and Rules Committee.

**A LOCAL LAW PROVIDING FOR THE PARTIAL EXEMPTION OF CERTAIN  
REAL PROPERTY OWNED BY PERSONS 65 YEARS OF AGE OR OVER**

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

Section 1. Legislative History and Findings.

(a) Since 1989, the Board of Legislators has provided for a partial real property exemption for persons 65 years of age and older, based upon certain income qualifications set forth in Real Property Tax Law §467.

(b) In 2005, the Board of Legislators found that it was prudent to memorialize its intent to enact partial tax exemption on property owned by persons 65 years or older by adoption of Local Law No. 10-2005.

(c) In 2019, the adoption and enactment of Local Law No. 9-2019 by the Board of Legislators, amended LL No. 10-2005 to the extent of adjustment to the income qualification levels to which the partial tax exemption percentage may be applied and granted. In 2020, the Board of Legislators adopted and enacted LL No. 2-2020 to amend LL No. 9-2019 in order to correct the maximum income limits to which the exemption applies at the 20, 25, and 30 income percentages set forth in the schedule so as to comply with the State’s accepted calculation of same.

(d) This new Local Law will be effective January 1, 2025, and is enacted in order to take into account the changes in economic conditions and the impact of same upon seniors in Lewis County, by adjustment to the maximum income limits and the percentage of assessed valuation exempt from taxation. Further, this new Local Law will comply with the May 25, 2023 amended definition of “income” set forth in RPTL §467.

Section 2. Exemption Granted. Real property owned by one or more persons, each of whom is sixty-five years of age or over, or real property owned by a married couple or by siblings, one of whom is sixty-five years of age or over, shall be exempt from taxation for county

purposes up to a maximum of fifty percent (50%) of the assessed value, provided the owner(s) meet the qualifications set forth below. For the purposes of this local law, sibling shall mean a brother or a sister, whether related through half blood, whole blood or adoption.

**Section 3. Income Qualifications.**

(a) The exemption to be granted hereunder shall be determined by the income of the owner or the combined income of the owners of the property for the income tax year immediately preceding the date of making application (hereinafter referred to individually or collectively as “income”, as income is hereinafter defined in subsection (d) below), and in accordance with the following schedule:

Exemption Income Limits		
Percentage of Assessed Valuation Exempt from Taxation	Minimum Income	Maximum Income
50	0.00	25,000.00
45	25,000.01	25,999.99
40	26,000.00	26,999.99
35	27,000.00	27,999.99
30	28,000.00	28,899.99
25	28,900.00	29,799.99
20	29,800.00	30,699.99

(b) Income tax year shall mean the twelve-month period for which the owner or owners filed a federal personal income tax return, or if no such return is filed, the calendar year.

(c) Where title is vested in either spouse, their combined income may not exceed such sum, except where spouse, or ex-spouse is absent from the property as provided in subparagraph (c)[2] of Section 4 of this local law, then only the income of the spouse or ex-spouse residing on the property shall be considered and may not exceed such sum.

(d) “Income” as used herein shall mean the “adjusted gross income” for federal income tax purposes as reported on the applicant’s federal or state income tax return for the applicable

income tax year, subject to any subsequent amendments or revisions. Such income shall include any social security or retirement benefits not included in such federal adjusted gross income, total gain from the sale or exchange of a capital asset which may be offset by a loss from the sale or exchange of a capital asset in the same income tax year, net rental income, salary or earnings, and net income from self-employment, but shall not include a return of capital, gifts, inheritances, and such other forms of income which are excluded under Real Property Tax Law §467. The provisions of this paragraph notwithstanding, such income shall not include veteran's disability compensation, as defined in Title 38 of the United States Code. In computing net rental income and net income from self-employment no depreciation deduction shall be allowed for the exhaustion, wear and tear of real or personal property held for the production of income;

Section 4. Additional Qualifications.

No exemption shall be granted hereunder unless :

(a) the owner shall have held an exemption under this section for their previous residence or unless the title of the property shall have been vested in the owner or one of the owners of the property for at least twelve consecutive months prior to the date of making application for exemption, provided, however, that in the event of the death of a married person either a spouse in whose name title of the property shall have been vested at the time of death and then becomes vested solely in such person's surviving spouse by virtue of devise by or descent from the deceased spouse, the time of ownership of the property by the deceased spouse shall be deemed also a time of ownership by the survivor and such ownership shall be deemed continuous for the purposes of computing such period of twelve consecutive months. In the event of a transfer by a married person to such person's spouse of all or part of the title to the property, the time of ownership of the property by the transferor spouse shall be deemed also a time of ownership by the transferee spouse and such ownership shall be deemed continuous for the purposes of computing such period of twelve consecutive months. Where property of the owner or owners has been acquired to replace property formerly owned by such owner or owners and taken by eminent domain or other involuntary proceeding, except a tax sale, the period of ownership of the former property shall be combined with the period of ownership of the property for which application is made for

exemption and such periods of ownership shall be deemed to be consecutive for purposes of this section. Where a residence is sold and replaced with another within one year and both residences are within the state, the period of ownership of both properties shall be deemed consecutive for purposes of the exemption from taxation by a municipality within the state granting such exemption. Where the owner or owners transfer title to property which as of the date of transfer was exempt from taxation under the provisions of this section, the reacquisition of title by such owner or owners within nine months of the date of transfer shall be deemed to satisfy the requirement of this paragraph that the title of the property shall have been vested in the owner or one of the owners for such period of twelve consecutive months. Where, upon or subsequent to the death of an owner or owners, title to property which as of the date of such death was exempt from taxation under such provisions, becomes vested, by virtue of devise or descent from the deceased owner or owners, or by transfer by any other means within nine months after such death, solely in a person or persons who, at the time of such death, maintained such property as a primary residence, the requirement of this paragraph that the title of the property shall have been vested in the owner or one of the owners for such period of twelve consecutive months shall be deemed satisfied;

(b) the property is used exclusively for residential purposes, provided, however, that in the event any portion of such property is not so used exclusively for residential purposes but is used for other purposes, such portion shall be subject to taxation and the remaining portion only shall be entitled to the exemption provided by this section;

(c) the real property is the legal residence of and is occupied in whole or in part by the owner or by all of the owners of the property: except where,

[1] an owner is absent from the residence while receiving health-related care as an inpatient of a residential health care facility, as defined in section twenty-eight hundred one of the public health law, provided that any income accruing to that person shall only be income only to the extent that it exceeds the amount paid by such owner, spouse, or co-owner for care in the facility, and provided further, that during such confinement such property is not occupied by other than the spouse or co-owner of such owner; or

[2] the real property is owned by a married couple, or an ex-spouse, and either is absent from the residence due to divorce, legal separation or abandonment and all other provisions of this section are met provided that where an exemption was previously granted when both resided on the property, then the person remaining on the real property shall be sixty-two years of age or over.

(d) the real property otherwise meets the qualifications contained in Real Property Tax Law 467, as the same may be amended from time to time.

Section 5. Administration. Application for such exemption must be made by the owner, or all of the owners of the property upon such forms as may be prescribed from time to time by the NYS Office of Real Property Tax Services. Such applications must be filed with the assessor of the town in which the real property is located on or before the taxable status date. Notwithstanding any other provision of law, any person otherwise qualifying under this section shall not be denied the exemption under this section if such person becomes 65 years after the appropriate taxable status date and on or before December 31 of the same year.

Section 6. Notice of Exemption.

(a) At least 60 days prior to the appropriate taxable status date, the appropriate local assessing unit shall mail to each person who was granted exemption pursuant to this section on the latest completed assessment roll an application form and a notice that such application must be filed on or before taxable status date and be approved in order for the exemption to be granted. Failure to mail any such application form or notices or failure of such person to receive any of the same shall not prevent the levy, collection and enforcement of the payment of the taxes on property owned by such person.

(b) The appropriate local assessing unit shall accept applications for the renewal of exemptions pursuant to this section after the taxable status date. In the event that the owner or all of the owners of property which has received an exemption pursuant to this section on the preceding assessment roll fail to file the application required pursuant to this section on or before taxable status date, such owner or owners may file the application, executed as if such application had been file don

or before the taxable status date, with the Assessor on or before the date for the hearing of complaints.

Section 7. This local law replaces and hereby repeals Local Law Nos. 10-2005, No. 9-2019 and No. 2-2020.

Section 8. This local law shall be effective on the basis of taxable status dates occurring on and after January 1, 2025. The first tax benefit of this exemption change will be reflected in the January 1, 2026 tax bill.

Section 9. This local law is deemed valid upon filing with the Secretary of State and upon all legal requirements being met.

**RESOLUTION NO. \_\_ - 2024**

**FIXING DATE OF PUBLIC HEARING ON LOCAL LAW  
(INTRODUCTORY LOCAL LAW NO. 2- 2024), COUNTY OF LEWIS**

Introduced by Legislator Thomas Osborne, Chair of the Finance & Rules Committee.

WHEREAS, there will be presented and introduced at a meeting of this Board of Legislators to be held on September 3, 2024, a proposed Local Law entitled "LOCAL LAW AMENDING LOCAL LAW 2-2020 PROVIDING FOR THE PARTIAL EXEMPTION OF CERTAIN REAL PROPERTY OWNED BY PERSONS 65 YEARS OF AGE OR OVER."

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. That a public hearing will be held on September 3, 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 AUTHORIZING AGREEMENT BETWEEN  
THE COUNTY OF LEWIS AND SYMQUEST INC. FOR THE FIVE (5) YEAR LEASE OF  
MULTI-FUNCTION PRINTING MACHINES AND PRINT MANAGEMENT  
SOFTWARE**

Introduced by Legislator Thomas A. Osborne, Chair of the Finance & Rules Committee.

WHEREAS, the Lewis County Information Technology Director secured a proposal from SymQuest Inc., 22618 Murrock Circle, Watertown, NY 13601, a vetted Statewide Information Technology contractor under Sourcewell Contract No. 23NJPA1547, for an additional (5) year lease of twenty-seven (27) multi-function printing machines at a cost not to exceed \$140,000.00 including a one-year subscription for print management software called Papercut, with an annual renewal cost of \$2,496.00. The cost per page of print is \$0.0035 for black/white and \$0.035 for color. There is a one-time ship-back fee of \$3,975.00, as more fully explained in the proposal; and

WHEREAS, the Board of Legislators seeks to authorize the agreement with SymQuest Inc. in accordance with its proposal;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. That the Lewis County Board of Legislators hereby authorizes an agreement with SymQuest Inc., of Watertown NY, an additional five (5) year lease of twenty-seven (27) multi-function printing machines at a cost not to exceed \$140,00.00 including one-year subscription to print management software at an annual renewal rate of \$2,496.00, and per page printing at \$0.0035 for black/white and \$0.035 for color.

Section 2. That the Chair or Vice-Chair of the Board of Legislators is hereby authorized to make, execute, seal and deliver such Agreement, as may be approved 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 THE SALE OF PORTION OF CERTAIN  
COUNTY REAL PROPERTY ON EAST ROAD, LOWVILLE  
TO DAVID C. HODGE AND MICHELLE L. SMITH**

Introduced by Legislator Thomas Osborne, Chair of the Finance & Rules Committee.

WHEREAS, the County of Lewis is the owner of a certain parcel, approximately 56 acres of land known and identified as Tax Map No. 195.00-01-13.211, located at 7395 East Road, Lowville, NY (herein, the "Property"); and

WHEREAS, the County obtained this property by gift transfer from the Lewis County Agricultural Society, Inc., recorded in the Lewis County Clerk's Office on April 09, 2018, in order for the County to build the Lewis County-Jefferson Community College Education Extension Center (LC-JCC Ed Center) with restricted covenants set forth in the deed, requiring the Lewis County Agricultural Society, Inc. (Ag Society) to consent to any partial property transfer and to waive its right to recover the partial property transfer in accordance with the restrictions set forth in the deed; and

WHEREAS, the owners of a one-family residence on approximately 0.60 acre located at 7456 Emi Lane, Lowville, NY (tax map parcel 195.00-02-15.300) seek to obtain title to approximately 0.44 acres of a portion of the County's land immediately behind their home and parcel in order to square off their property and have the use of this cleared, vacant land as part of their yard. The owners have offered to pay \$2,000.00 for this vacant land; and

WHEREAS, the location of this 0.44 approximate acreage is in the south west corner of the County's approximate 56 acres of land gifted by the Ag Society, and is depicted on a survey map by Kovach Land Surveying PC. This vacant acreage is a small strip bordering the wooded area of the County's property, and of no use or value to the County for its public uses and purposes. This partial acreage is of no value to any other entity other than the property owners at 7456 Emi Lane, and would be a landlocked parcel to any other entity; and

WHEREAS, the offer of \$2,000.00 for this 0.44 vacant land is consistent with the vacant land assessments in this area and a fair value in consideration of its landlocked circumstance to any other entity; and

WHEREAS, the Lewis County Agricultural Society's Board consents to this transfer and sale of this landlocked area to the owners named, and has waived its right to recover said property by formal Resolution;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Lewis County Board of Legislators hereby finds and declares that the said identified 0.44 acres of vacant land, located in the south west corner of and being a portion of the County's property under Tax Map No. 195.00-01-13.211, is not required for public use, and is landlocked to any other party, thereby negating the requirement of a bid after public advertisement for same. This finding is made pursuant to Local Law No. 1-1991 and County Law § 215.

Section 2. The Lewis County Board of Legislators authorizes the transfer of the approximate 0.44 acres of vacant land located immediately behind (North) the property and one family residence of David C. Hodge and Michelle L. Smith located at 7456 Emi Lane, Lowville, NY, Tax Map Parcel No. 195.00-02-15.300, to said named owners in consideration of the payment of \$2,000.00, and subject to the written consent and waiver of reversionary rights of the Lewis County Agricultural Society, Inc., as required under the deed restrictions.

Section 3. The Lewis County Board of Legislators authorizes said transfer and sale of this partial property provided that the owners incur all costs and expenses of the transfer of title, including but not limited to any abstract of title fee, deed recording fees and transfer taxes which may customarily be waived for the County.

Section 4. The Lewis County Board of Legislators directs that the \$2,000 consideration received shall be turned over the Lewis County Agricultural Society, Inc.

Section 5. The transfer of title shall be by quitclaim deed, with a closing of title to take place as soon as reasonably possible after receipt of all documents required.

Section 6. The Chair or Vice-Chair of the Board of Legislators is hereby authorized to make, execute, seal and deliver any and all documents, including the deed and other recording documents, upon review and approval as to form by the County Attorney.

Section 7. The within Resolution shall take effect immediately.

Moved by Legislator \_\_\_, seconded by Legislator \_\_\_, and adopted pursuant to the following roll call vote:

AYES:

NAYS:

ABSENT:

**RESOLUTION NO. \_\_ - 2024**

**RESOLUTION TO SET A PUBLIC HEARING FOR PUBLIC INPUT  
ON THE GRANT OF A WAIVER FOR A CONFLICT OF INTEREST BETWEEN  
SNOW BELT HOUSING COMPANY, INC. AND AN ELIGIBLE REHABILITATION  
GRANT RECIPIENT**

Introduced by Legislator Thomas Osborne, Chair of the Finance & Rules Committee.

WHEREAS, Lewis County (“County”) is a recipient of a Community Development Block Grant (Lewis County 636HR300-23) which provides rehabilitation assistance to income eligible homeowners in the County; and

WHEREAS, Snow Belt Housing Company, Inc. (“Snow Belt”) is a not-for-profit corporation organized under the laws of New York State, with offices located at 7500 South State Street, Lowville, New York 13367, which acts as a sub-recipient to the County by administering said Grant; and

WHEREAS, the Board of Legislators wishes to obtain the views of citizens on a potential conflict of interest that is present between Snow Belt Housing Company, Inc. and joint applicants for housing construction rehabilitation assistance who are otherwise eligible for the grant funds but are employees of Snow Belt, but who are not in decision making positions for the Construction Rehabilitation Program; and

WHEREAS, the Office of Community Renewal (OCR) Grant Manual requires that under the CDBG program, an applicant who may have a conflict of interest must secure a waiver in order to participate in the CDGB-funded activity. Where the municipality that has received CDBG assistance determines, after a public hearing, that a conflict of interest exists but authorizes a waiver, a request for the waiver must then be submitted by the local municipality to OCR prior to undertaking any activity on the application under the Grant funds; and

WHEREAS, the Lewis County Board of Legislators seeks to set the public hearing to consider the conflict of interest and determine whether a waiver should be requested;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. That the Lewis County Board of Legislators hereby sets a public hearing to solicit the views of citizens regarding the potential conflict of interest and requested waiver posed by Snow Belt Housing Company, Inc. and the otherwise eligible CDGB housing rehabilitation applicants, to be held on Tuesday, September 3, 2024 at 5:00 p.m. at the Lewis County Courthouse, Legislative Chambers, 7660 North State Street, Lowville, New York 13367, Second Floor.

Section 2. That public notice of the hearing shall be advertised in accordance with law at least five (5) days prior to the hearing date.

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

Moved by Legislator \_\_, seconded by Legislator \_\_, and adopted.

DRAFT

**RESOLUTION NO. \_\_ - 2024**

**RESOLUTION AUTHORIZING APPLICATIONS FOR NYSERDA CLEAN MOBILITY PROGRAM FUNDING AND NYS DOT INNOVATIVE MOBILITY INITIATIVE FUNDING TO LAUNCH A LEWIS COUNTY PUBLIC TRANSPORTATION MICRO-TRANSIT PROGRAM AND TO AUTHORIZE CONTRACTS FOR SAME**

Introduced by Legislator Thomas Osborne, Chair of the Finance & Rules Committee.

WHEREAS, the Lewis County Planning and Community Development Department has a Coordinated Transportation Plan, which includes implementing innovative public and shared transportation viable options, especially for those who do not own personal vehicles or who no longer are able to drive, and who live in areas with limited public transportation. Part of the plan envisions a public transportation micro-transit program; and

WHEREAS, the NYSERDA Clean Mobility Program is focused on funding projects that improve zero-emission first-mile/last-mile connections to public transportation, demonstrate innovative public and shared transportation options at a community scale, and provide viable options for those who do not own personal vehicles but live in areas with limited public transportation. In addition, the NYSDOT just posted its Innovative Transit Mobility Pilot Program, available to competitive applicants who are recipients of NYS Mass Transportation Operation Assistance (STOA), for which Lewis County is eligible, for capital and operating expenses for projects with innovative approaches to demand-response public transportation, including micro transit that expands coverage and makes transit accessible to a larger geographic area; and

WHEREAS, the County of Lewis, by and through the Planning and Community Development Department, desires to apply for these grant opportunities in an effort to launch a micro-transit program with Via Transportation, Inc. (Via) for project costs up to \$3,000,000, for a 3-5 year period, and

WHEREAS, while the NYS DOT Innovative Transit Mobility Pilot Program does not require a match, the NYSERDA Clean Mobility Program requires at least 20% of the total cost of the project to be a contribution from non-NYSERDA funding sources, with direct labor being considered a “cash contribution”, and with Planning anticipating other grant funding sources to negate any cost to the County; and

WHEREAS, the proposed funding will help mitigate ongoing transportation issues for those seeking transportation after hours and on the weekends when and where the Lewis County Public Transportation bus routes are not in service, along with providing weekly alternative for those who cannot access the Lewis County Public Transportation bus routes; and

WHEREAS, if the grant(s) is/are awarded, the Planning and Community Development Department desires to enter into a Pilot partnership with Via Transportation, Inc., a micro-transit provider, who will provide Lewis County Public Transportation with a turn-key first-mile/last-mile service and direct connections that will expand access to public transportation, increase efficiencies, and reduce environmental impacts for up to a 3-year period at an estimated cost of \$740,000.00 per year.

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators hereby authorizes the Planning and Community Development Department to submit applications to the New York State Energy Research and Development Authority (NYSERDA) for up to \$3,000,000 in Clean Mobility Program funding, and to the NYS DOT Innovative Transit Mobility Pilot Grant Program for up to \$3,000,000 in order to launch a county-wide micro-transit program with Via Transportation, Inc.

Section 2. If the County is awarded funding by NYSERDA and/or NYS DOT under these described grant programs, the Lewis County Board of Legislators authorizes an agreement with Via Transportation, Inc. at an estimated of cost \$740,000.00 per year for up to a five-year Pilot period.

Section 3. The Chair or Vice Chair of the Board of Legislators be and the same is hereby authorized to sign and submit the applications prepared by Planning and Community Development and if awarded, to accept the funding, execute the contract documents required by the State, and appropriate the funding into the Lewis County Planning and Community Development Department accounts, upon review and approval as to form by the County Attorney.

Section 4. The Chair or Vice Chair of the Board of Legislators is hereby authorized to execute an Agreement with Via Transportation, Inc., conditioned upon the County's award(s) of grant funding from various sources to cover the costs of the services to be provided by Via up to a five-year Pilot term, at an estimated cost of \$740,000.00 per year, in accordance with the quote and scope of services provided by Via and through an approved shared purchasing contract, together with such other terms and conditions as may be recommended by the County Attorney.

Section 5. That this resolution shall take effect immediately.

Move by Legislator \_\_, seconded by Legislator \_\_, and adopted.

**RESOLUTION NO. \_\_ - 2024**

**RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN  
NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION  
AND THE COUNTY OF LEWIS FOR THE ACCEPTANCE OF ADIRONDACK PARK  
COMMUNITY SMART GROWTH GRANT PROGRAM FUNDS AND A NEGATIVE  
DECLARATION UNDER SEQRA TO COMPLETE THE PROJECT**

Introduced by Legislator Thomas Osborne, Chair of the Finance & Rules Committee.

WHEREAS, the Lewis County Board of Legislators approved and authorized an application to the New York State Department of Environmental Conservation ("NYS DEC") Adirondack Park and Catskill Park Community Smart Growth Grant Program for the expansion of Broadband Infrastructure in areas within the Adirondack Park boundary; and

WHEREAS, the total project cost is estimated to be \$236,199.00 to service approximately 57 passings, which will require a \$75,000 contribution from Lewis County and at least \$36,199 from the contracted service provider; and

WHEREAS, the County of Lewis, by and through the Lewis County Planning and Community Development, was awarded \$125,000.00 in the NYS DEC funds, with a required match of at least \$50,000.00, and desires to enter into an agreement with the NYS DEC to accept the funds and proceed with the project implementation; and

WHEREAS, the Director of Planning and Community Development has worked with several service providers to obtain cost estimates and was able to obtain a list of 57 passings in the eligible grant area that could receive infrastructure through two service providers, Charter Communications (Spectrum) and the Development Authority of the North Country (DANC), with a realistic budget and installation timeline; and

WHEREAS, The Director recommends that the Board conclude that this broadband infrastructure project will not have a significant environmental impact and that, as a Type II action, no further procedure under SEQRA is required; and

WHEREAS, the Board of Legislators wishes to accept the grant funds, enter into the agreement with the NYS DEC, Spectrum, and DANC, appropriate the project funds, and issue a negative declaration, as a Type II action, for this project;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. That the Lewis County Board of Legislators hereby authorizes an agreement between the County of Lewis, by and through the Lewis County Planning

and Community, with the New York State Department of Environmental Conservation to accept the \$125,000.00 in Adirondack Park and Catskill Park Community Smart Growth Grant Programs funds to expand broadband infrastructure within the Adirondack boundary.

Section 2. That the Board of Legislators hereby authorizes and agreement with DANC to provide broadband infrastructure to passings on Elijah Lake Road, in the Town of Diana, in an amount not to exceed \$50,000.

Section 3. That the Board of Legislators hereby authorizes agreements with Charter Communications (Spectrum) to provide broadband infrastructure to passings on North South Road, Woodcock Drive, Pleasant Valley Road, Deer Run Road Extension, Cappy Road, Middle Road, and Rugby Road, in the Town of Greig, in an amount not to exceed \$186,199, with Charter Communications (Spectrum) contributing \$36,199, leaving a total billable amount of \$150,000.

Section 4. That the Board of Legislators hereby determines that the proposed broadband infrastructure project is considered a Type II action, as defined by the regulations promulgated under the State Environmental Quality Review Act (SEQRA) of the State of New York, that the projects will not have significant impacts upon the environment, and there is no further procedure required under SEQRA.

Section 5. That the Chair or Vice-Chair of the Board of Legislators is hereby authorized to make, execute, seal and deliver said Agreements and any extensions or modifications thereto, upon review and approval by the County Attorney and authorizes the County Treasurer to make any appropriations needed.

Section 6. That the within resolution shall take effect immediately.

Moved by Legislator \_\_, seconded by Legislator \_\_, and adopted.

**RESOLUTION NO. \_\_ - 2024**

**RESOLUTION AUTHORIZING RENEWAL PILOT AGREEMENT BY AND BETWEEN THE NATURE CONSERVANCY, INC. AND THE TOWNS OF MARTINSBURG, MONTAGUE, OSCEOLA AND WEST TURIN; THE CAMDEN, LOWVILLE AND SOUTH LEWIS CENTRAL SCHOOL DISTRICTS; AND THE COUNTY OF LEWIS**

Introduced by Legislator Thomas Osborne, Chair of the Finance & Rules Committee.

WHEREAS, the Central/Western New York Chapter of the Nature Conservancy, Inc. ("Conservancy") is the owner of real property known as the "East Branch of Fish Creek Conservation Area" a 14,226 acre tract of land existing within boundaries of the PILOT Recipients, referring to all seven tax jurisdictions, to wit: Towns of Martinsburg, Montague, Osceola, and West Turin; Camden, Lowville, and South Lewis Central School Districts; and the County ("Taxing Jurisdictions"), together with other lots adjacent to or in close proximity to the East Branch of Fish Creek Conservation Area comprising a total of approximately 15,800 acres located within the PILOT Recipients boundaries and more particularly described in the PILOT Agreement (collectively hereinafter the "Property"); and

WHEREAS, on February 9, 2006, the Conservancy conveyed a conservation easement over the East Branch of Fish Creek Conservation Area to the New York State Department of Environmental Conservation ("NYSDEC"), which was recorded on February 28, 2006 in the Lewis County Clerk's Office as Instrument No. 2006-00698; and

WHEREAS, the Conservancy is entitled to hold and does hold the Property in tax-exempt status under New York Real Property Tax Law § 420-A. The Conservancy recognizes, however, that its ownership of the Property as tax-exempt real property has the potential for creating adverse economic impacts upon the taxing jurisdictions; and

WHEREAS, the Conservancy entered into a restated PILOT agreement with the taxing jurisdictions effective January 1, 2014 through January 1, 2024, offsetting the potential adverse economic impacts caused by the Property's tax-exempt status, through voluntary annual payments made by the Conservancy. The PILOT Recipients accepted such payments from the Conservancy pursuant to the terms and conditions set forth in the PILOT Agreement; and

WHEREAS, the parties wish to enter into a renewal PILOT Agreement (the "Agreement"), by and between the Conservancy and the taxing jurisdictions. The Effective Date of this Agreement shall be retroactive to January 1, 2024 through December 31, 2033, and shall apply to all payments accrued as of and coming due on

or after January 1, 2024;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. That the Lewis County Board of Legislators hereby approves the renewal PILOT Agreement between the County of Lewis, and other affected taxing jurisdictions and the Nature Conservancy, whereby the Conservancy will make annual payments to the named taxing jurisdictions in such amounts and according to the schedule set forth in said Agreement. The ten-year term of such PILOT Agreement will be effective January 1, 2024 through December 31, 2033.

Section 2. That the Chair, or the Vice-Chair, of the Board of Legislators is and he hereby is authorized to make, execute, seal and deliver such Agreement upon such form as may approved 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 SETTING 2025  
WORKERS' COMPENSATION APPORTIONMENT  
FOR LEWIS COUNTY SELF-INSURANCE PLAN**

Introduced by Legislator Thomas Osborne, Chair of the Finance & Rules Committee.

WHEREAS, the Board of Legislators recognizes the importance to foster an overall safety culture by emphasizing workplace safety and injury prevention; and

WHEREAS, in accordance with that philosophy the Board of Legislators allocates a proportionate assessment based on reported claims experience for employer accountability; and

WHEREAS, as a standard industry practice, a portion of the assessment shall be based on the ratio of payroll for each participating entity.

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. That this Board of Legislators hereby sets the computation for the 2025 workers' compensation participant assessments of the Lewis County Self-Insurance Plan; et al 50% of the assessment shall be apportioned to claims experience based on actual expenses in 2021, 2022 and 2023, hereby capped at \$55,000 for any one claim per annum; 30% shall be based on proportionate 2023-2024 gross payroll figures, and the remaining 20% shall be computed on proportionate full property valuation.

Section 2. That the within resolution shall take effect immediately

Moved by Legislator \_\_, seconded by Legislator \_\_, and adopted.

## JUNE 2024-Monthly Report

- DMV had a total of 1976 in-office transactions for the Month of May.
- Lewis County DMV had a total of 992 online transactions which brought in an additional \$7,076.66 for the month of June.
- County Clerk’s office was able to back scan a total of 66 business/corporation certificates.
- DMV is fully staffed, but very much in the training phase training the two new staff members.
- The Deputy County Clerk continues to do half days at the DMV for bookkeeping and reports so the DMV Supervisor can focus on training new staff members.
- County Clerk’s Office and DMV received a visit from Auditing Erie County, a youtuber that goes to various Counties to gain views and a following on First Amendment Rights. He spent about 45 minutes in the County Clerk’s Office and only a few minutes at the DMV.

### Budget Report

2024REVISED EXPENSE	YTD EXPENSE	2024 REVISED REVENUE	GROSS YTD REVENUE	NET YTD REVENUE
\$690,583.00	\$286,356.46	\$748,500.00	\$377,402.43	\$91,989.63

### DMV Transactions and Revenue to Lewis County

PLATES ISSUED	PLATES SURRENDERED	SNOWMOBILE	ATV	EDL	TOTAL REVENUE
405	296	0	25	84	\$14,081.21

### Clerk’s Office Transactions and Revenue to Lewis County

DEEDS	MORTGAGES	COURT DOCKET LIST	PISTOL TRANSACTIONS	BUSINESS CERTIFICATES	TOTAL REVENUE
91	114	839	109	20	\$91,814.57

**TO:** Finance and Rules Committee

**SUBJECT:** July 23, 2024 Committee Meeting Report → August 6, 2024 BOL Meeting

Docket(s)

- Set Public Hearing for CDBG Conflict of Interest/ Exemption Project Approval
- Accept NYS DEC Smart Growth Grant Funds
- Enter into Agreement with Via for a Micro-transit Pilot Program

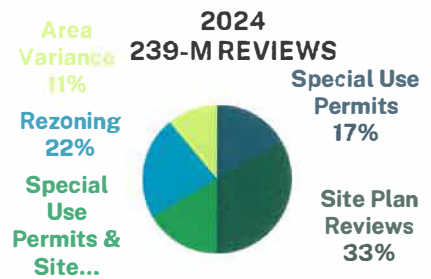
Lewis County Planning Board

1 review was completed for the July 18<sup>th</sup> meeting:

- Town of Croghan – Site Plan Review and Special Use Permit

Department Updates

- Finalized contracts with the Towns of Pinckney and Croghan and Village of Constableville to utilize our CWSSI funding to launch Civally websites and use secure Microsoft email addresses.
- Assisting the Town of Croghan with comprehensive Zoning Law Updates with a heavy focus on solar development, incentive zoning, and energy storage.
- Assisting the Village of Croghan Zoning Commission with the establishment of zoning regulations for the village.
- Continuing to work with Clarkson University Interns to verify Ag District Mapping data, develop Solar Overlay Maps, and map blighted and/or vacant properties across the County.
- Worked with Spectrum to identify alternative service locations within the Adirondack Park that could be funded with the awarded NYS DEC Smart Growth funding.
- Held our kick-off meeting with the Town of Watson for the zoning re-write project funded through our NYS DOS Smart Growth Community Planning & Zoning Grant.
- Finalizing our contract with LaBella to assist us with the Town of Diana zoning re-write project funded with Lewis County Community Development funds.
- Working with the Village of Croghan and Town/Village of Lowville to utilize Lewis County's \$20,000 allocation of NYSWIMS Fundings available for lifeguard programs at municipally owned swimming pools.
- As of July 5<sup>th</sup>, YTD we have received 5 State Septic Replacement Fund Applications totaling \$36,700



Public Transportation

- Working with NYSDOT to identify funding possibilities that would allow us to launch a Fort Drum Shuttle Service and Via Micro-transit pilot program in Lewis County.
- Assisting the Summer Recreation Program with transportation to and from the Croghan Recreational Park for 6 weeks this summer from July 8<sup>th</sup> – August 16<sup>th</sup>.
- Four (4) new annual bus wraps contracts have been executed and two (2) new wraps have been installed (Enchanted Forest Water Safari and Lewis County Public Health).
- Preparing for the 3-year 5311 Review with NYS DOT
- Purchased promotional materials for summer outreach events and the Lewis County Fair
- Renewed contracts with Transit for App services and Commute with Enterprise for Van Pool services
- Preparing the 2025 Bus Operations budget in anticipation of the LCPT Transit Operating bid opening on July 18<sup>th</sup>.
- Total June Ridership: 3,237 – A decrease of 14% from June 2023

Budget:

2024 budget for 8020-Planning and 5630-Bus Operations are on target

### July 2024 Purchasing Department Report

We just recently opened these bids, and they are being presented this month.

- RFP 2024-109- 911 Tower Remote Access and Surveillance

#### Recent Openings

- RFP 2024-113 911 Radio Tower Inspections opened on 7/3 and we received proposal from 19 vendors and have the recommendation in the packet to move this forward.

#### Upcoming Openings

- RFP-2024-111 Management, Operation, and Maintenance for the Lewis County Coordinated Public Transportation System, 7/18 @ 2 p.m.

We are also working on the following items:

Demolition of a House on the Osceola Road that is in the highway right of way.

**The Capital Budget for 2025 is underway, and I have met with almost all departments and will start to compile the draft document for review in the coming weeks.**

As always, please reach out if you have any questions.



Brian Hanno

Lewis County Purchasing Director

July 2024

**Budget Report:**

47.2% of the 2024 department budget has been used.

**New Business:**

All grievance day changes have been entered into our system and the final roll taxable value for county purposes is \$2,355,327,128 which is an increase of \$101,255,443 from the final taxable value used to produce the January 1, 2024 taxes. The full value increase realized from 2023 to 2024 is \$284,764,951 which is a 9.9% increase.

Equalization rates have been finalized for 2024 and they range from 46.5% to 100%. The town of Lewis was impacted the most with a 19.03-point decrease in their equalization rate, which is a direct result of the significant decrease in the reservoir assessment.

We had a representative from ESRI in house for three days working with the map department and IT to advance the ArcGIS standard program to an Enterprise environment. The representative offered a wealth of knowledge and worked one-on-one with our GIS staff personalizing their systems. IT was instrumental in providing the necessary servers and personnel to make this a seamless transition.

There have been two inquiries by towns for data collection services, and I am working with Joan to create an IMA. Due to an unforeseen family situation, the E911 Data Collector position is vacant currently. I have requested that the position be posted again and hope to fill it quickly with a qualified candidate.

Applications have been received for the Real Property Systems Specialist position and I will be reviewing the pool of applicants and setting up interviews.

**Sales:**

Sales are continually updated and are posted on the website around the 1st of each month. For the month of June, 95 transfers were processed consisting of 156 parcels, of which 12 were split parcel transfers.

**911:**

We have assigned and/or corrected 46 numbers since the June 2024 report.

End of Report

## Workers' Compensation June 2024 Report

<u>EXPENDITURES</u>	<u>6/1/24-6/30/24</u>	<u>TOTAL TO DATE</u>	<u>% USED</u>
Administration	\$ 14,701.46	\$ 147,502.55	80.78%
Compensation & Medical Payments	\$ 39,309.45	\$ 375,662.33	47.55%
WCB Assessments	\$ -	\$ 56,319.62	35.20%

<u>REVENUE</u>			
State Reimbursements/Refunds	\$ -	\$ 26,094.60	20.88%
C.D. Interest*	\$ -		0.00%

\*reported on a yearly basis

No. of incidents reported in June: 7

Total No. of current year incidents: 30

### Number of claims with Compensation Payments

