

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

FROM: Cassandra Moser, Clerk of the Board

DATE: July 18, 2024

SUBJECT: General Services Committee Agenda

Please let this correspondence serve as notification that the General Services Committee will meet on Tuesday, July 23rd at **2:00 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. Flood Storm Update – Timothy Hunt, Highway Superintendent (15 minutes)

Draft Resolutions:

1. Authorizing 2024/2025 renewal agreement between the Buildings & Grounds Department and the NYS Unified Court System for cleaning and maintenance services, as well as preventative building and property maintenance for the period of April 1, 2024 through March 31, 2025 in consideration of the payment of \$145,526.00.
AYE ___ NAY ___
2. Accepting title of property at 6314 East Main Street, Village of Turin, in consideration of discontinuing further unsafe structure enforcement action against the Owner and authorizing the Codes Department to follow through with the demolition and removal procedures under the Local Law.
AYE ___ NAY ___
3. Amending the 2024 Compensation Plan with reference to the District Attorney's Office to abolish one (1) full-time Administrative Assistant position at an hourly rate of \$20.59 up to \$24.12 and create one (1) full-time Paralegal position at an hourly rate of \$21.46 up to \$24.15 effective immediately.
AYE ___ NAY ___
4. Authorizing agreement with C&S Engineers to provide professional construction observation and support services at the Glenfield Complete Streets & Blue Street

projects, as required by the NYS DOT, and in accordance with the scope of services outlines by C&S in its proposal dated May 28, 2024, at a cost of \$199,933.74.

AYE ___ NAY ___

5. Authorizing Inter-Municipal 5-year agreements for control of snow and ice removal and treatment on certain County roads and parking facilities with such Towns and Villages at a first year rate of \$7,560.00 per mile, with an automatic annual renewal increase of 4% and parking lot reimbursement at \$0.06 per square foot. The total cost of such services in 2025 from all jurisdictions shall not exceed \$1,381,918.86.

AYE ___ NAY ___

6. Appointing Edward Bullis as a member of the Junkyard Review Board to fulfill the unexpired term of John Szijarto from August 7, 2024 through December 31, 2026.

AYE ___ NAY ___

7. A SEQRA review of an addition of 0.26 miles in the Town of Martinsburg, of new trail into the Lewis County Trail System and declaring no significant impact.

AYE ___ NAY ___

8. Setting the Public Hearing to receive public comment regarding the addition of 0.26 miles in the Town of Martinsburg, of new trail into the Lewis County Trail System for September 3, 2024 from 5:00 p.m. to 5:30 p.m.

AYE ___ NAY ___

9. Accepting the 2023/2024 Phase III snowmobile funds from OPRHP and appropriating \$99,329.40 (30% of total) to be distributed to the Lewis County Area Snowmobile Association.

AYE ___ NAY ___

10. Amending the 2024 Compensation Plan with reference to the Solid Waste Department to abolish one (1) full-time Medium Equipment Operator (MEO) position at an hourly rate of \$22.28 up to \$26.14 and create one (1) full-time Heavy Equipment Operator (HEO) position at an hourly rate of \$23.49 up to \$27.55 effective immediately.

AYE ___ NAY ___

11. Authorizing amendment to the Memorandum of Understanding between Lewis County and Solid Waste Department by adding the remaining balance owed on the Scale House for a repayment amount of \$1,499,658.52 representing the outstanding balance with interest of 1.5% per annum, payable in annual payments through June 30, 2041.

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
Buildings & Grounds
Code Enforcement/Junkyards
District Attorney
Fire & Emergency Management
Agriculture

Highway
Public Defender
Recreation, Forestry, & Parks
Recycling & Solid Waste
Weights & Measures

RESOLUTION NO. __ - 2024

**RESOLUTION AUTHORIZING RENEWAL AGREEMENT WITH
THE UNIFIED COURT SYSTEM
FOR COURT CLEANING AND MINOR REPAIRS SERVICES**

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

WHEREAS, counties and cities are required by law to furnish and maintain adequate court facilities for use by trial courts in the State of New York, with the State obligated to compensate the municipality for cleaning, maintenance and repairs of the facilities; and

WHEREAS, in 2023, the County entered into a five (5) year agreement (C300537) with the NYS Unified Court System ("UCS") for the purpose of providing cleaning services for the interior of the Lewis County Court House ("Court Facilities"), as well as minor and emergency repairs, and preventive building and property maintenance services for the facility; and

WHEREAS, the five-year agreement commenced April 1, 2023 and continues through March 31, 2028, with annual agreements as to the maximum amount of reimbursement the UCS will pay to the County for such services; and

WHEREAS, the County has provided and submitted to the State the annual compensation reimbursement budget and scope of services to be rendered for the annual period from April 1, 2024 through March 31, 2025, and UCS agrees to reimburse the County for the cleaning and maintenance services for this period in the amount of \$145,526.00; and

WHEREAS, the Board of Legislators seeks to authorize and approve this annual renewal service at said compensation amount.

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators hereby authorizes and approves the 2024/2025 renewal amendment to the five-year Agreement between the County of Lewis, by and through the Buildings and Grounds Department, and the NYS Unified Court System, for the provision of cleaning and maintenance services for the interior of the Lewis County Court Facility, as well as preventive building and property maintenance services for the facility, for the period retroactive to April 1, 2024 through March 31, 2025, in consideration of the payment of \$145,526.00.

Section 2. That the Chair or Vice-Chair of the Board of Legislators is hereby authorized to make, execute, seal and deliver such renewal agreement, and all

additional annual renewal amendments to the five-year Agreement, pending approval by the County Attorney.

Section 3. That this resolution shall take effect immediately.

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

DRAFT

RESOLUTION NO. __ - 2024

**RESOLUTION ACCEPTING TITLE TO REAL PROPERTY
IN LIEU OF ENFORCEMENT PROCEEDING
UNDER LOCAL LAW NO. 2-2007, UNSAFE BUILDINGS LAW**

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

WHEREAS, pursuant to Local Law No. 2 – 2007, “A LOCAL LAW PROVIDING FOR THE REPAIR OR REMOVAL OF UNSAFE BUILDINGS, UNSAFE EQUIPMENT AND COLLAPSED STRUCTURES,” (herein “Unsafe Building Law”), the Board of Legislators is empowered to take certain actions in connection with the investigation and enforcement of buildings and structures that are deemed to be unsafe; and

WHEREAS, pursuant to Section 5 of such Local Law, the Lewis County Code Enforcement Officer conducted an investigation of the premises known as Tax Map No. 321.15-01-11.000, 6314 East Main Street, Village of Turin, currently owned by Ignacio Ahumada (herein the “Owner”); and determined that the structure was unsafe and that a partial or complete collapse was possible, and issued a report to the Board of Legislators on July 24, 2023 declaring that the residential building was unsafe for occupancy and condemned same; and

WHEREAS, by Resolution No. 158-2023, the Board of Legislators found and determined that the residential structure is not fit for human habitation, constitutes a public nuisance and a danger to the safety, health and welfare of the community; and that the building must be demolished and removed from the premises; and

WHEREAS, the Board of Legislators conducted a hearing on notice to the Owner on November 7, 2023 at 5:00 p.m., with the Owner present for the hearing to determine if the structure should be demolished and removed; and

WHEREAS, the Owner was ordered to demolish and remove the structure pursuant to Resolution No. 200-2023; and

WHEREAS, the Owner has indicted his inability to have the structure properly demolished and removed, and has offered to convey the premises to the County in consideration of discontinuing his responsibility to demolish the structure together with any other obligations under the Unsafe Building Law. The Board of Legislators is willing to accept the Owner’s offer;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Lewis County Board of Legislators hereby finds in accordance with the reports of the Lewis County Code Enforcement Officer that this

property remains unsafe, and that the Board's prior determination that the residential structure be demolished and properly removed from the premises continues in effect.

Section 2. In lieu of demolishing the building and charging the Owner for the costs thereof, the Board of Legislators hereby agrees to accept conveyance of title to the Property to the County of Lewis in consideration of discontinuing further unsafe structure enforcement actions against the Owner and subject to the Owner showing satisfactory proof that all current and past real property taxes on the property are paid in full prior to transfer, including the 2024 village taxes (June 1, 2024-May 31, 2025) and the 2024 school taxes (September 1, 2024-August 31, 2025).

Section 3. Subject to the Owner's compliance with the conditions set forth in Section 2 above, and upon proper transfer of title, the Board of Legislators authorizes the Codes Department to follow through with the demolition and removal procedures under the Local Law.

Section 4. The Chair or Vice- Chair of the Board of Legislators is hereby authorized to execute and deliver any agreements, deed and related documents or other writings as may be necessary to carry out the purpose of this Resolution upon such forms as may be approved by the County Attorney.

Section 5. That this Resolution shall take effect immediately.

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

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 for the following:

<u>ABOLISH</u> Administrative Assistant	<u>STATUS</u> Full-time	<u>HOURLY RATE</u> \$20.59 - \$24.12
<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.

RESOLUTION NO. __ - 2024

**RESOLUTION AUTHORIZING AGREEMENT BETWEEN
THE COUNTY OF LEWIS AND C&S ENGINEERS, INC. TO PROVIDE
PROFESSIONAL CONSTRUCTION OBSERVATION AND INSPECTION SERVICES
OF GLENFIELD COMPLETE STREETS & BLUE STREET PROJECTS**

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

WHEREAS, C&S Engineers, Inc., (C&S), submitted a proposal with a scope of services designed to provide the basic construction observation and support services, at a cost not to exceed \$199,933.74, as specifically outlined in their proposal dated May 28, 2024; and

WHEREAS, the Board of Legislators seeks to accept this proposal and scope of work for the Glenfield Complete Streets & Blue Street Projects approved by NYS DOT;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. That the Lewis County Board of Legislators hereby authorizes and approves an Agreement with C& S Engineers, Inc., 499 Col. Eileen Collins Blvd, Syracuse, NY 13212, to provide professional construction observation and support services at the Glenfield Complete Streets & Blue Street projects, as required by the NYS DOT, and in accordance with the scope of services outlined by C&S in its proposal dated May 28, 2024, at a cost of \$199,933.74.

Section 2. That the cost of these services are payable under the Highway Department's CHIPS funding.

Section 3. That the Chair or Vice-Chair of the Board of Legislators is hereby authorized to make, execute, seal and deliver such Agreement, 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 AUTHORIZING INTER-MUNICIPAL AGREEMENT(S) BETWEEN THE
LEWIS COUNTY HIGHWAY DEPARTMENT AND
CERTAIN TOWNS AND VILLAGES FOR CONTROL OF SNOW AND ICE
ON CERTAIN COUNTY ROADS AND SNOWMOBILE PARKING FACILITIES**

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

WHEREAS, Article 5-G of the General Municipal Law (GML) provides for municipal corporations and districts to enter into cooperative arrangements or contracts for services required to be provided between the municipalities; and

WHEREAS, the Lewis County Highway Department is charged with providing snow removal on the County Road System. The Lewis County Superintendent of Highways acknowledges that it will be beneficial and cost effective to the County for certain Towns and/or Villages to exercise snow control upon certain County roads and snowmobile parking facilities in their jurisdictions in consideration of payments by the County for said services; and

WHEREAS, Lewis County has, by Resolution, provided for inter-municipal agreements with individual Towns and Villages to reimburse them for assistance in snow control on County roads, and to clear parking lots and facilities during snowmobile season, in an effort to keep roads, shoulders, and public parking lots clear and safe; and

WHEREAS, the Lewis County Superintendent of Highways met with the Highway Superintendents for the Towns and Villages in Lewis County to discuss terms and rates for snow and ice removal and treatment for certain County roads and snowmobile parking facilities in their respective jurisdictions. Each jurisdiction is willing to perform such services in consideration of reimbursement at certain rates per mile as herein set forth, with a 4% annual increase and an option to opt out of the agreement by May 1 of each year. The proposed starting rate beginning January 1, 2025 is \$7,560.00 per mile. Towns plowing snowmobile parking lots will receive a square foot reimbursement rate of \$0.06/sq.ft. The total cost to the County in 2025 shall not exceed \$1,381,918.86; and

WHEREAS, the Agreement(s) shall be annual commencing January 1, 2025 through December 31, 2025, with automatic renewals unless either party notifies the other in writing by May 1st of each year of the intention to terminate and opt-out for the following year(s). The Agreement(s) shall be subject to the County Road Fund appropriation, as defined in Section 110 of the Highway Law;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators authorizes Inter-Municipal Agreement(s) for control of snow and ice removal and treatment on certain County roads and parking facilities with such Towns and Villages as the Lewis County Superintendent of Highways deems appropriate, in accordance with the service reimbursement schedule as set forth above, with an opt out notice provision.

Section 2. Each Inter-Municipal Agreement shall contain terms and conditions for such assistance from the local municipality, including but not limited to the County roads to be serviced, the miles of said roads, the per mile rate, and the square foot rate for parking lot services on an annual basis in accordance with the above reimbursement schedule, subject to the County's annual appropriation for snow and ice removal on the County Road System.

Section 3. The first-year rate, commencing January 1, 2025 through December 31, 2025, is \$7,560.00 per mile, with an automatic annual renewal with an annual 4% increase, and the obligation to opt out of the renewal by May 1st of each year. The snowmobile parking lot reimbursement is at a rate of \$0.06 per square foot. The total cost for such services in 2025 from all local jurisdictions participating shall not exceed \$1,381,918.86.

Section 4. The Chair or Vice-Chair of the Board of Legislators is hereby authorized to make, execute, seal and deliver such Agreement(s) and any amendments thereto, together with the Lewis County Superintendent of Highways, pending approval by the County Attorney.

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

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

RESOLUTION NO. __ - 2024

**RESOLUTION APPOINTING MEMBER TO
JUNKYARD REVIEW BOARD**

Introduced by Legislator Lawrence Dolhof, Chairman of the Board of Legislators.

WHEREAS, John Szijarto of Lowville, New York, resigned as a member of the Lewis County Junkyard Review Board; and

WHEREAS, Edward Bullis has expressed an interest to fill said vacancy;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. That this Board of Legislators hereby appoints Edward Bullis of Constableville, New York, as a member of the Lewis County Junkyard Review Board, to fulfill the unexpired term of John Szijarto.

Section 2. That the term of said appointment shall be effective from August 7, 2024 through December 31, 2026.

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

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

RESOLUTION NO. __ - 2024

**RESOLUTION REGARDING SEQRA REVIEW OF AN ADDITION
OF 0.26 MILES OF NEW TRAIL INTO THE LEWIS COUNTY TRAIL
SYSTEM AND DECLARING NO SIGNIFICANT IMPACT
(Former Glenfield Elementary School Property)**

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

WHEREAS, the Board of Legislators has determined that the development of a county-wide trail system that can effectively and safely accommodate Off-Highway Vehicles (“OHV’s”) and multi-use trails, (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 conducted an extensive evaluation of the potential environmental impacts associated with the development of a county-wide ATV and multi-use 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 0.26 miles to be added to the Lewis County Trail System. The proposed trail is located on County

property in the Town of Martinsburg, Tax Map Parcel: 259.04-04.8.000. The property is commonly referred to as the former Glenfield Elementary School, currently owned by the County. Pursuant to Resolution 48-2023, the County authorized a recreational easement on the Glenfield School property to accommodate its addition to the trail system, upon SEQRA determination; and

WHEREAS, as a consequence, the Board of Legislators caused a site-specific environmental review of the proposed property, 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 this property. 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, on the identified parcel located in the Town of Martinsburg 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 site;
- 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 No. 259.04-04-8.000, 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 addition of 0.26 miles of trail identified as part of Parcel No. 259.04-04.8.000 in the Town of Martinsburg, to the Lewis County 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 site 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

**FIXING DATE OF PUBLIC HEARING ON ADDITION
TO THE OHV TRAIL SYSTEM
(Former Glenfield Elementary School Property)**

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

WHEREAS, there will be introduced at a meeting of this Board of Legislators to be held on August 6, 2024, a proposed addition of approximately 0.26 miles of multi-use trail to the Lewis County OHV Trail System. The proposed trail is located in the Town of Martinsburg, Tax Map Parcel: 259.04-04.8.000, located along the County's property commonly referred to as the Former Glenfield Elementary School Property;

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 for the purpose of receiving public comment regarding the proposed addition of approximately 0.26 miles of a multi-use trail to the Lewis County OHV Trail System.

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 Courthouse, 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
SNOWMOBILE TRAIL PROGRAM
For 2023-2024 Season**

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

WHEREAS, NYS Office of Parks, Recreation and Historic Preservation (OPRHP) approved funding assistance to Lewis County in the total award amount of \$331,098.00 for the 2023-2024 season based upon total trail mileage in Lewis County, to maintain snowmobile trails included in the statewide trail system; and

WHEREAS, 70% (\$231,768.60) was previously awarded to the County, leaving \$99,329.40 (30%) eligible for payment to the County for Phase III 2023-2024 funding, now approved OPRHP upon submission and execution of the State Aid Voucher;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Lewis County Board of Legislators hereby accepts 2023-2024 Phase III snowmobile funds from OPRHP and authorizes the Treasurer as the Chief Fiscal Officer to execute the voucher form required for release of the funds.

Section 2. That the following appropriations take place in the Snowmobile Trails account for the 2023-2024 Snowmobile Award Phase III:

Increase Revenue:

A0714100 338202 State Aid	\$99,329.40
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Increase Expenditure:

A0714100 499900 Expense	\$99,329.40
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Section 3. That the funds are to be distributed to the Lewis County Area Snowmobile Association when received.

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

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

RESOLUTION NO. __ - 2024

**RESOLUTION AMENDING COMPENSATION PLAN
WITH REFERENCE TO THE DEPARTMENT OF SOLID WASTE**

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 Department of Solid Waste for the following:

<u>ABOLISH</u> Medium Equipment Operator (MEO)	<u>STATUS</u> Full-time	<u>HOURLY RATE</u> \$22.28 - \$26.14
<u>CREATE</u> Heavy Equipment Operator (HEO)	<u>STATUS</u> Full-Time	<u>HOURLY RATE</u> \$23.49 - \$27.55

Section 2. That this resolution shall take effect immediately.

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

RESOLUTION NO. __ - 2024

RESOLUTION AUTHORIZING AMENDMENT TO MEMORANDUM OF UNDERSTANDING BETWEEN THE COUNTY OF LEWIS AND LEWIS COUNTY SOLID WASTE DEPARTMENT FOR RE-PAYMENT OF INDEBTEDNESS

Introduced by Legislator Andrea Moroughan, Chair of the General Services Committee and Legislator Thomas Osborne, Chair of the Finance & Rules Committee.

WHEREAS, the Lewis County Board of Legislators entered into a Memorandum of Understanding with the Lewis County Solid Waste Department (Solid Waste) dated July 19, 2021, to transfer \$1,500,000.00 from the County's General Fund to Solid Waste Department to provide funds for the 2022 County Facilities Improvement Project at the Solid Waste Transfer Station located at 7652 State Route 26, Lowville, New York, with annual payments to be made over a (20) year period with an interest rate of 1.5% per annum; and

WHEREAS, due to additional costs incurred on the project, an additional \$317,198.00 was loaned to the Department and added to the amortization schedule. Annual and periodic payments were made by the Solid Waste Department in the total of \$382,105.80;

WHEREAS, the Lewis County Solid Waste Department seeks to amend the agreement to reflect the additional funds advanced, and to continue annual payments of principal and interest through June 30, 2041; and

WHEREAS, the Lewis County Board of Legislators seeks to authorize the amended MOU and accept annual payments by Solid Waste over the remaining (20) year period, with interest at the rate of 1.5 % per annum;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators hereby authorizes an amendment to the Memorandum of Understanding between the Lewis County Solid Waste Department and the County of Lewis for repayment of 1,499,658.52 representing the outstanding balance for the Facility Improvement Project, with interest of 1.5 % per annum, payable in annual payments through June 30, 2041.

Section 2. That the Chair or the Vice-Chair be and the same is hereby authorized to execute and deliver such Amendment upon such form as may be approved by the County Attorney.

Section 3. That this Resolution shall take effect immediately.

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

July 2024 report
Office of Building and Fire Codes

To date the Office of Building and Fire Codes has:

- Issued **(375)** Permits
- Project values of **\$19,041,430** dollars.
- Conducted **(161)** 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 **(2)** chimney fire(s) / or request by Fire Departments
- Responded to **(42)** complaints.
- Issued **(245)** Certificates of Completion / Occupancy
- Researched **(22)** FOIL or Record Request.
- Conducted **(640)** Construction Inspections.

Respectfully,

July 12th, 2024

Ward John Dailey
Sr. Code Official
County of Lewis

General Services Committee
 July 16th, 2024

- 1) We had **96** work orders during the month of June



- 2) Highway worked on the drainage at Mountainview. The installed a new drain tile in the drainage ditch out back and a French drain along a portion of the building to allow storm water to flow more freely
- 3) New contract for Climate control Mechanical of NY for additional AC units at DMV / BOE for \$17,486
- 4) Continuing to work with SIEMENS with fluctuating DSS building pressures
- 5) Both cleaning and maintenance crews worked hard to get ready for the grand opening at Outdoor services and DMV / BOE
- 6) Associated fire protection will take over sprinkler inspections at PSB, JCC, Courthouse, DSS, Outdoor Services & Highway for \$3,750 / year, starting in October
- 7) The county buildings survived the flood quite well. We had water in the basement of the courthouse but crews came in and were able to handle it with little to no damage.

Matt O'Connor

Buildings & Grounds Supervisor

June 2024 Monthly Report

- Our Elections budget is on track for 2024.
- Mailed invoices and received payment from all five school districts.
- Scheduled training for our inspectors. We will be holding classes the entire month of July.
- The primary election for NYS was scheduled for June 25th, and Lewis County did NOT have a primary.
- We prepared for our open house which was held on July 2nd.
- We scheduled our EMS training for August with our Dominion Voting vendor for our new system.
- Started working on our 2025 budget.
- Received paperwork for extended and extra money available for elections through our state grant program.

- End of Report: 07/19/2024

July 12, 2024

Summary of the past month:

The FY2024 TAM Team grant was submitted this week.

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

The next Mask Fit testing for interior firefighters is complete until September 2024.

We have been working diligently on the July 10 Severe Weather Storm and Recovery for Lewis County.

The Lewis County Fair will be next week, and we have some volunteer EMS to assist at the command trailer.

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!!!

July Monthly Update Regarding June 2024

Fixing the date of Public Hearing on addition to the OHV Trail System for September 3rd at 5 pm. Proposed addition of .26 miles of trail on the Lewis County (old Glenfield school property), Tax parcel 259.04-04-8.0 in the Town of Martinsburg.

Appropriation of funds for the 2023-2024 OPRHP Snowmobile Grant. This is the final (30 percent) payment in the amount of \$99,329.40 to be paid to the Lewis County Area Snowmobile Association to be distributed to the individual clubs.

- **Staff:** Lauren Houppert the administrative assistant, resigned as of June 21st and Sherry Merry was hired to replace her on July 1st and we were lucky to get a summer youth employment intern Elliana Panarese to help in the office. She started June 26th.
- **Singing Waters** – Construction is finalized with Hill High Excavation. The NYSDOH inspection for the construction was completed and Claude decided that wash tub sinks were needed outside, so the trail crew will be installing them and shocking the well to be retested as it did not pass the Coliform test. The campground permit was submitted on July 3rd. We are working with Campspot for the reservation system to go live once we have NYSDOH approval.
- **Forestry** – Prentiss and Carlisle are working on the Cronk Road Harvest and hope to start the Hough Memorial Harvest next month. With the sale on North South Road to Mike Lyndaker we are
- **OHV** – The Lee Gulf (NYSDEC) stream crossing permit is in with the assistance of Lewis County Soil and Waters Conservation District. The NYSDOT access permit for the Ives Road connection is under review and the crew is busy brushing and developing the trail. Trail maintenance and mowing are on a continual basis and the Percival trail that connects to Bald Mountain will be graded and ditched this month.
- **OHV Permit Sales** - The budget looks good with the Account Balance for ATV FUND being \$282,608.95. Permit sales are currently \$179,023.63 which is \$7,561.61 over last year's year to date numbers.
- **The Next OHV Round Table meeting is June 24th 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	\$207,543.97
Trail Maintenance Revenue	(\$291,376.84)	(\$134,285.31)
Trail Maintenance Expenditures	\$286,043.32	\$92,033.09
Reforestation Revenue	(\$170,000.00)	(\$168,200.00)
Reforestation Expenditures	\$158,878.11	\$106,250.44
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: JULY 2024 with JUNE 2024 INFORMATION

FISCAL UPDATE	JUNE	YEAR TO DATE
Revenues	\$192,150.88	\$1,252,939.33
Expenditures	\$188,534.02	\$1,228,518.17
Cash Balance	\$234,939.77	As of June 30, 2024

SERVICE UPDATE	JUNE
GARBAGE (MSW & C&D)	1,189.84 tons
RECYCLING	227.49 tons
RECYCLING Received from/ Owed to Oneida Herkimer Solid Waste	\$5,464.01 – May

INFORMATIONAL UPDATE

- Our staffing issues seem to be looking a little better. We hired one MEO-Medium employee on June 24th and in July another MEO-Medium will be starting along with an MEO-Medium part-timer.
- The Paint-Care contract was executed and we hope to get it up and running in August.
- The following chart shows the recycling revenue received from January 2023 through June 2024. This includes revenue received from scrap steel picked up by Kimco Steel in Canada, recyclables taken to the Oneida Herkimer Solid Waste Authority, batteries & aluminum picked up by Pete Alfano and used clothing picked up by St. Pauly's Textiles.

