

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

FROM: Cassandra Moser, Clerk of the Board

DATE: July 9, 2025

SUBJECT: General Services Committee Agenda

Please let this correspondence serve as notification that the General Services Committee will meet on **Monday, July 14th at 1:30 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 17th committee minutes if no amendments.

Presentations / Discussion Items:

1. 2025 Lewis County Hazard Mitigation Plan – Shannon Clarke, Tetra Tech (15 minutes)
2. Lewis County Solar Analysis – Lauryn Tabolt, Community Development Specialist (10 minutes)

Draft Resolutions:

1. Awarding bid and authorizing agreement with Jeff Koss Carpentry for snow removal, summertime maintenance and related services at all nine (9) 911 Tower Sites within Regions 1 & 2 for the 2025-2026 snow and summer seasons at a cost of \$33,000.00, payable in four (4) installments on November 1, 2025, April 1, 2026, June 1, 2026 and October 1, 2026.
AYE ____ NAY ____
2. Awarding bid and authorizing agreement with Roes Lawncare, LLC for snow removal and related services at 7714 Number Three Road, Lowville, for the 2025-2026 snow season at a cost of \$5,000.00 for snow and ice removal plus \$150/hr. payload and \$120/hr. dump truck fees.
AYE ____ NAY ____
3. Awarding bid and authorizing agreement with CGR of Rochester, NY to provide professional consultation services to review data and evaluate the current EMS ambulance services in the County and evaluate alternative service models for cost effectiveness and efficiencies into the future with recommended development and an action plan creation for a cost of \$60,000.00 with funds being transferred from

Legislative Special Contingency into Emergency Management account lines with final completion and delivery of a final report on or about December 31, 2025.

AYE ____ NAY ____

4. Authorizing the submission of the 2025-2026 Snowmobile Trail Grant-In-Aid Program Application through the Director of Recreation, Forestry & Parks.

AYE ____ NAY ____

5. Introductory Local Law No. 6-2025 "The Amended Local Law Regulating and Permitting Special Events on County Roads, Trails or Other County Property and on any Town Roads and Property Where the Town has Opted In" and setting the public hearing.

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	

RESOLUTION NO. __ - 2025

RESOLUTION AWARDING BID AND AUTHORIZING AN AGREEMENT WITH JEFF KOSS CARPENTRY FOR SNOW PLOWING AND SUMMERTIME MAINTENANCE SERVICES AT THE NINE (9) 911 TOWER SITES FOR THE 2025-2026 SNOW AND SUMMER SEASONS

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

WHEREAS, the Lewis County Buildings and Grounds Department recently sent out a Request for Proposals for snow removal and monthly summertime maintenance services at the nine (9) County tower sites, identified in the RFP as comprised in Regions 1 and 2, for the 2025-2026 snow and summer seasons, according to the terms and specifications as set forth in the RFP; and

WHEREAS, the Director of Buildings and Grounds, Clerk of the Board, and Purchasing Director were present on July 1, 2025 at 10:00 am to open seven (7) bids received in response to the RFP; and

WHEREAS, after review and consideration of the proposals, in accordance with the specifications and scope of work set forth in the RFP, the Director of Buildings and Grounds recommends awarding the bid to Jeff Koss Carpentry, 6349 East Main Street, Turin, NY 13473 the lowest bidder, at \$33,000.00 for snow removal at all 9 sites, in accordance with specifications set forth in the RFP commencing October 1, 2025 through September 30, 2026; and

WHEREAS, the Board of Legislators seeks to award the bid to Jeff Koss Carpentry and authorizes an agreement for the specified services to be provided in accordance with the RFP;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators hereby awards the bid and authorizes an Agreement with Jeff Koss Carpentry, 6349 East Main Street, Turin, NY 13473 for snow removal, summertime maintenance, and related services at all nine (9) 911 Tower Sites within Regions 1 & 2 for the 2025-2026 snow and summer seasons, in accordance with the specifications and requirements set forth in the RFP.

Section 2. The Lewis County Board of Legislators authorizes said agreement to include all conditions and requirements set forth in the RFP together with inclusion of any and all additional terms and conditions recommended by the County Attorney, at a cost of \$33,000.00, payable in four (4) installments on November 1, 2025, April 1, 2026, June 1, 2026, and October 1, 2026.

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

Section 4. The within resolution shall take effect immediately.

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

DRAFT

RESOLUTION NO. __ - 2025

**RESOLUTION AWARDING BID AND AUTHORIZING AN AGREEMENT
WITH ROES LAWCARE, LLC FOR SNOW PLOWING SERVICES AT 7714 NUMBER
THREE ROAD FOR THE 2025-2026 SNOW SEASON**

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

WHEREAS, the Lewis County Buildings and Grounds Department recently sent out a Request for Proposals for snow removal services at 7714 Number Three Road, Lowville, NY identified in the RFP for the 2025-2026 snow season, according to the terms and specifications as set forth in the RFP; and

WHEREAS, the Director of Buildings and Grounds, Clerk of the Board, and Purchasing Director were present on July 1, 2025 at 10:00 am to open two (2) bids received in response to the RFP; and

WHEREAS, after review and consideration of the proposals, in accordance with the specifications and scope of work set forth in the RFP, the Director of Buildings and Grounds recommends awarding the bid to Roes Lawncare, LLC, 5284 Jefferson Street, Lowville, NY 13367 the lowest bidder, at \$5,000.00 for snow removal and \$150/hr for payloaders and \$120/hr for dump truck in accordance with specifications set forth in the RFP commencing September 1, 2025 through the spring, 2026, with the option to renew for an additional two (2) years; and

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

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators hereby awards the bid and authorizes an Agreement with Roes Lawncare, LLC, 5284 Jefferson Street, Lowville, NY 13367 for snow removal and related services at 7714 Number Three Road, Lowville, NY for the 2025-2026 snow season, in accordance with the specifications and requirements set forth in the RFP.

Section 2. The Lewis County Board of Legislators authorizes said agreement to include all conditions and requirements set forth in the RFP together with inclusion of any and all additional terms and conditions recommended by the County Attorney, at a cost of \$5,000.00 for snow and ice removal plus \$150/hr payloaders and \$120/hr dump truck.

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

Section 4. The within resolution shall take effect immediately.

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

DRAFT

RESOLUTION NO. __ - 2025

RESOLUTION AWARDING BID AND AUTHORIZING AN AGREEMENT BETWEEN THE COUNTY OF LEWIS AND CGR TO CONDUCT A COMPREHENSIVE ASSESSMENT OF EMERGENCY MANAGEMENT SERVICE OPERATIONS AND THE PROVISION OF AMBUALANCE SERVICE IN THE COUNTY

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

WHEREAS, the County seeks to evaluate the adequacy of the existing EMS ambulance service in the county, to evaluate alternative service models, and to provide data-driven analysis of the current Emergency Management Service system to identify the best practices, gaps, and inefficiencies while also assessing alternative delivery models such as regionalization, and tiered response strategies; and

WHEREAS, the New York State Senate and Assembly passed new legislation mandating counties, in coordination with their regional emergency medical services councils, to develop and maintain comprehensive county emergency medical system plans that provide for coordinated emergency medical systems within such counties, and

WHEREAS, the EMS Ad Hoc Committee sent out a Request for Proposals to qualified and experienced firms to provide professional consultant services for optimizing the current EMS system to enhance efficiency, service quality, and long-term sustainability; and

WHEREAS, the County received thirteen (13) bids in response to the RFP, and opened the bids June 20, 2025, with the Directors of Planning and Community Development, Purchasing, and the EMS Ad Hoc Committee reviewing the bids and analyzing same in accordance with a scored criteria matrix, and recommends that the Board award the bid to the Center for Governmental Research, Inc. (CGR), 1 South Washington Street, Suite 400, Rochester, NY 14614, at a cost of \$ \$60,000; based upon the best interests of the County and the best score on the criteria scoring matrix developed by the reviewing team, including but not limited to specific experience, cost competitiveness, references and past performance, schedule and availability in accordance with the specifications and scope of work set forth in the RFP; and

WHEREAS, the Board of Legislators seeks to award the bid to CGR and authorize an agreement for the specified services to be provided in accordance with the RFP;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators hereby awards the bid and authorizes an Agreement with CGR of Rochester, NY to provide professional consultation services to review data and evaluate the current EMS ambulance services in the County and evaluate alternative service models for cost effectiveness and efficiencies into the future with recommended development and an action plan creation in accordance with the specifications and scope of services outlined in the RFP and as mandated by NYS.

Section 2. The Lewis County Board of Legislators authorizes said agreement to include all conditions and requirements set forth in the RFP, at a cost of \$60,000.00, to commence immediately upon full execution of an agreement and with final completion and delivery of a final report on or about December 31, 2025.

Section 3. The Board of Legislators authorizes the Treasurer to pay the cost of this contract and to transfer same from the Legislative Special Contingency Account to an appropriate account line under Emergency Management Services Department.

Section 4. The Chair or Vice-Chair of the Board of Legislators is hereby authorized to make, execute, seal, and deliver said Agreement and any extension thereto, pending review by the County Attorney.

Section 5. The within resolution shall take effect immediately.

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

RESOLUTION NO. __ - 2025

**RESOLUTION AUTHORIZING SNOWMOBILE TRAIL 2025-2026
GRANT-IN-AID APPLICATION AND GRANT AGREEMENT CONDITIONS TO THE
OFFICE OF PARKS, RECREATION & HISTORIC PRESERVATION FOR TRAIL
MAINTENANCE EXPENSES IN LEWIS COUNTY**

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

WHEREAS, the NYS Office of Parks, Recreation & Historic Preservation (OPRHP) provides grant-in-aid financial assistance in maintaining snowmobile trails included in the statewide trail system upon submission of an application and an agreement to the conditional terms of the Grant by the Local Sponsor/Authorized Local Official; and

WHEREAS, under this grant, if funds are sufficient (accumulated in the Statewide Trail Fund based upon projected registrations), the County, as the Local Sponsor Applicant, may receive a sum not to exceed the prorated amount based upon total trail mileage in the County previously established by OPRHP; and

WHEREAS, the application requires that the authorized Official for the County of Lewis execute the conditions of the grant agreement and certify that grant funds received will be managed and expended in accordance with the applicable laws, regulations and program guidelines for submission to the OPRHP Director of the program. The Director of Recreation, Forestry and Parks filled out the grant application and requests the Board authorize the Chairman to execute same and the conditions of the grant agreement;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators authorizes the submission of the 2025-2026 Snowmobile Trail Grant-In-Aid Program Application through the Director of Recreation, Forestry & Parks.

Section 2. The Board of Legislators authorizes the Chair of the Board to execute the Local Sponsor Signature Form Application, the Conditions of the Grant Agreement, and any other documents related to same. If awarded grant funds, the Board hereby authorizes the Treasurer as the County's Chief Fiscal Officer, to execute the state aid voucher required to accept and receive such funding and to disburse the funds in accordance with the grant program requirements.

Section 3. The within resolution shall take effect immediately.

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

RESOLUTION NO. __ - 2025

**FIXING DATE OF PUBLIC HEARING ON LOCAL LAW
(INTRODUCTORY NO. 6-2025), COUNTY OF LEWIS**

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

WHEREAS, a proposed Local Law entitled “THE AMENDED LOCAL LAW REGULATING AND PERMITTING SPECIAL EVENTS ON COUNTY ROADS, TRAILS OR OTHER COUNTY PROPERTY AND ON ANY TOWN ROADS AND PROPERTY WHERE THE TOWN HAS OPTED IN” was presented and introduced at a meeting of this Board of Legislators held on August 5, 2025;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. A public hearing will be held on September 2, 2025, at 5:00 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 to hear all persons for or against such local law.

Section 2. 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.

**LOCAL LAW (INTRODUCTORY NO. 6-2025)
COUNTY OF LEWIS**

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

**A LOCAL LAW AMENDING AND REPLACING LOCAL LAW NO. 3-2022 -
THE AMENDED LOCAL LAW REGULATING AND PERMITTING SPECIAL
EVENTS ON COUNTY ROADS, TRAILS OR OTHER COUNTY PROPERTY**

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

SECTION 1. TITLE

This Local Law shall be known as “**THE 2025 AMENDED LOCAL LAW REGULATING AND PERMITTING SPECIAL EVENTS ON COUNTY ROADS, TRAILS OR OTHER COUNTY PROPERTY AND ON ANY TOWN ROADS AND PROPERTY WHERE THE TOWN HAS OPTED IN**”.

SECTION 2. STATUTORY AUTHORITY

This local law is enacted pursuant to Municipal Home Rule Law (“MHL”) § 10(1)(i), which provides that a county may adopt local laws relating to its property, affairs or government provided it is not inconsistent with the provisions of the constitution or any general law.

SECTION 3. LEGISLATIVE FINDINGS

The Board of Legislators makes the following findings in support of this Local Law:

- A. Planned special events include but are not limited to sporting events, concerts, parades, walking & running events, bicycle races, & motorized vehicle events and rallies. These types of events can have direct and indirect impacts on county/town properties, roads, trails. There are several events organized and held in Lewis County where county/town roads, county/town public rights-of-way, trails, parks, and lands are used for the event, or are adversely affected by the event activities because of road closure, traffic congestion, parking concerns, damage to town and county roads, etc.
- B. The occurrence of such events as described and defined herein may place an unwarranted burden on the County/Town resources related to the provision of emergency services, law enforcement, health and sanitary services, road and property repairs, and similar items, depending upon the special event, its size, and the conduct of participants.

- C. The purpose of this law and the requirement for a permit and fee for same, is to enable the county and town to be able to anticipate the impacts posed by the event and to coordinate efforts of various departments and other municipalities which may be affected by the special event; to take appropriate steps and measures to provide for the safety of event participants and residents; and to provide for the least impact on the county and town roads, trails, and lands.
- D. When a person(s), corporation(s), organization(s), landowner(s), lessee(s) and others seek to conduct a special event on county roads and/or county property, town roads and/or town property of any town that opts into this law, provision must be made for adequate financial assurance to protect persons and property (both public and private) within the County. The Board of Legislators of Lewis County finds and declares that it is necessary for government protection, order, conduct, safety, health and well-being of persons and county/town property, that certain rules and regulations be established for special events involving county roads, trails, parks and other lands, as well as town roads and other town property of any town who opts into this law and, further, that it is necessary to adopt under the police power of the County, a local law to regulate and license by permit the holding of such special events on or effecting access and use of County or Town roads, trails, parks and other lands.

SECTION 4. DEFINITIONS

FOR PURPOSES OF THIS LOCAL LAW:

- A. The word “person” shall be deemed to include any person, persons, firm, company, corporation, partnership, association, club, limited liability company, limited liability partnership, joint venture, or other entity, owner or lessee of real property, promoter, sponsor, or any other group or organization whether formalized or not.
- B. The term “any town who opts in” shall mean a Lewis County Town that executes an Inter Municipal Agreement (IMA) with the County in which the Town agrees, *inter alia*, to adopt this Local Law for special events held on its town roads or other town property.
- C. “Special motorized event” shall mean any outdoor gathering of up to TWO THOUSAND or more participants involving vehicles, motorcycles, ATV/OHVs, UTVs, snowmobiles, or other motorized equipment, or any combination thereof which involve:
1. Any gathering or organized event taking place on County roads, trails or other property which may interfere, impede or obstruct the flow of traffic or which does not comply with normal traffic regulations or controls; or
 2. Any event intended to include and/or to take place on the Lewis County ATV/OHV Trail System.
 3. Any gathering or organized event taking place on an opted-in Town road, trail or other property which may interfere, impede or obstruct the flow of traffic or which does not comply with normal traffic regulations or controls. .

4. Any snowmobile event(s) held on private property will require a permit where the event may interfere, impede or obstruct the flow of traffic or which does not comply with normal traffic regulations or controls on County roads or opted-in town roads; or where the snowmobile activity or event on private property may result in damage to County roads or lands or roads and lands of opted-in towns; or where the snowmobile activity or event requires placement of signage or pavement markings on County roads or town roads for towns who have opted into this law.

D. "Special non-motorized event" shall mean gatherings of TWO HUNDRED FIFTY (250) or more persons and their activities on county-owned or opted-in town-owned roads, trails or other properties.

SECTION 5. PERMITS

- A. No person may organize, operate, promote, or conduct a special event as defined above on a County or opted-in Town road, trail, park or other land in Lewis County, without first obtaining an event permit to do so from the Lewis County Director of Recreation, Forestry and Parks (DRFP).
- B. All ATV/OHV motorized events requiring a permit under this Local Law shall also require all riders in the event to have or to purchase an appropriate ATV/OHV permit in order to participate. The sponsor/organizer/promoter shall be required to inform all registrants of the requirement of a Lewis County ATV/OHV permit in order to participate.
- C. The Director of Recreation, Forestry and Parks will consult with the County Superintendent of Highways, the Emergency Management Director, the Lewis County Sheriff, the Town Superintendent of Highways and Supervisor, and any other relevant County or Town Department(s), as the event may warrant in processing the permit application.

SECTION 6. PERMIT APPLICATION PROCESS AND FEE

A. All event applications shall be made to the Lewis County Director of Recreation, Forestry and Parks (DRFP), , by the person(s) sponsoring or running the event involving County and/or opted-in Town roads, trails, park or other lands, or by the duly authorized agent or attorney thereof. The appropriate application fee, if required, as set forth in the fee schedule in effect for said event permit, must be submitted with the application along with all the other documentation required therein. No action will be taken upon any application until it is deemed complete by the Director of Recreation, Forestry & Parks, in consultation with the appropriate County and opted-in Town Departments.

B. 1. The non-refundable application fee charged for a special event permit shall be in accordance with the fee schedule set forth under Section 10 of this Local Law, or as may be amended from time to time, by Resolution adopted by the Lewis County Board of Legislators.

2. A permit application fee shall not be required for any special event that is otherwise licensed, sponsored or organized in whole or in part by the County or opted-in Town, or any other

municipal government located within the County; but said municipality shall submit an application for the event.

3. The County Director of Recreation, Forestry & Parks will have the discretion to waive the requirement of a permit fee depending upon the nature of the event (parade, wedding, etc.), consistent with the purpose of this local law and permit process, which is to have County and local towns know when there are events which can cause disruption, safety concerns, and potential damage to life and property, with the need for emergency services.

C. The application for a permit hereunder shall be made in writing upon such form or forms as may be crafted by the DRFP, and shall be submitted to the DRFP at least sixty (60) or more days prior to the first day such special event is anticipated to be held. Such application shall include the following information:

1. The applicant's name, age, and residence address; if the applicant is a corporation, partnership or association, the name of the entity, address for its principal office, together with the names and addresses of its directors, partners or associates. If the applicant is not a resident of or does not have a place of business within Lewis County, the name of a natural person, over the age of eighteen (18) years of age who resides within Lewis County and who is authorized by the applicant, and who shall agree by acknowledged statement to accept service of notices and summons on behalf of the applicant with respect to this event application with respect to the conduct of the outdoor event or any other matter relating to the enforcement relating to the event under this Local Law;

2. The proposed dates and hours of operation of the special event, and a description of the event;

3. The expected minimum and maximum number of persons and vehicles/other equipment, if any, per day of the event to use the roads and/or property(s), if any, per day and collectively;

4. A description of the purpose for the special event and the activities to take place thereat, including without limitation, concessions, entertainment, vehicles, equipment, etc.;

5. The admission/participation fee to be charged, if any.

D. 1. After careful review and consultation with other County and/or Town Departments as may be required, the DRFP shall determine whether the permit application will be approved or denied. The DRFP shall communicate her decision on the application in writing, by issuing a permit with any and all conditions to which the applicant may be required to meet prior to and during the event. If denied, the DRFP shall indicate the reason for such denial.

2. Simultaneously with notification of approval/denial of a permit to the applicant, the DRFP shall notify the County Manager, Board of Legislators, any appropriate County Departments, and any appropriate Town Supervisor and Highway Supervisor of the special event permit issued/denied, including any conditions and information on the type of event, date, location, estimated size, and any other relevant information.

E. 1. If the applicant has insurance for the event, the applicant shall provide all information pertaining to the type and amount of insurance coverage. The applicant may be required to have

the County and any opted-in town be named as an additional insured.

2. Any motorized event expecting 2,000 or more attendees/participants, shall require the applicant to have insurance as set forth in Section 7. In addition, such events shall be required to comply with any and all other applicable State and Local Laws, [including but not limited to NYS Department of Health rules and regulations pertaining to mass gatherings (assembly of 5,000 people or more), Public Health Law §225, and Lewis County Local Law No. 2- 1970 (mass assembly of 10,000 people or more)], with the application reviewed and approved by the Public Health Director, Emergency Management Director, Lewis County Sheriff, Superintendent of Highways, and any other relevant County and/or Town Department(s) requested by the DRFP.

3. In such cases, the DRFP will notify the applicant of the additional review before the application will be deemed fully submitted. The preliminary application may then be reviewed and commented upon by those appropriate Department to determine from the information supplied, the potential effect or impact the proposed special event and assembly will have upon the public health, safety, and welfare of the people and property of Lewis County.

F. The County, through the DRFP, shall have the right, in its sole discretion, at any time to terminate the permit, or any portion thereof, should it be necessary due to County and/or Town operations, conditions, or other circumstances which may arise. Any termination of the permit shall not constitute a breach of the permit, and no liability shall be incurred by or arise against the County and/or any opted-in participating Town, its agents and employees for loss of profits or any other damages.

SECTION 7. LIMITATIONS OF LIABILITY, CONDITIONS OF USE AND INSURANCE REQUIREMENTS

A. Neither the County nor any opted-in Town affirms that the County-owned or Town-owned Road/trail/site/property affected by or used for the special event has been designed, constructed, or maintained for the purpose of the activity/conduct of the event. The application shall state that the applicant and all its participants assume full risk and responsibility for the event, and shall hold the County/ Opted-in Town harmless with respect to any claim by the event applicant(s) and its participants. The applicant(s) and its participants assume full risk and responsibility for planning and conducting a safe and orderly event that does not expose participants or the public to any unreasonable hazards, with minimal disruption to normal uses of the roads, trail system and municipal properties. It shall be the sole obligation of the applicant to determine whether the county and/or town site(s) is/are suitable for the purpose of safely conducting the event.

B. The applicant shall exercise due care in its use of the municipal property and shall upon the expiration, termination or cancellation of the issued permit, surrender the municipal property/site in as good a condition as on the effective date of the permit. Depending upon the nature of the event and the anticipated number of participants, the issuance of a permit may be conditioned upon an undertaking, bond or guaranteed deposit, to guarantee restoration of the municipal property(s) to its previous condition.

C. The applicant/permittee agrees to notify the DRFP or any other municipal official designated to receive notification about any hazardous or unsafe conditions, and about any accidents that occur during the event immediately upon the discovery of such condition or accident.

D. At the time a permit is issued, the DRFP shall provide the applicant/permittee with a statement of responsibilities and obligations of the Applicant/Permittee. Said statement shall be signed by the applicant/permittee and returned to the DRFP forthwith. The statement of responsibilities and obligations shall include insurance requirements, if required under this local law together with such other itemized responsibilities the DRFP may deem appropriate for the event. If insurance is required, the applicant/permittee shall provide the DRFP with proof of insurance prior to the commencement of the event and any certificate of insurance endorsement which may be required. Said insurance requirement may include but not be limited to the following coverage, if applicable:

1. Workers' Compensation and Disability Insurance as required by New York State for any and all employees, if applicable.

2. Commercial General Liability Insurance. The applicant shall maintain an occurrence form of commercial liability policy or policies insurance against liability from premises, personal injury or death, advertising injury, liability under an insured contract, negligence, occurring on or in any way related to the premises or occasioned by reason of the operations of the applicant. Such coverage shall be written on an ISO occurrence form (CG 0001 12 07 or equivalent) in an amount not less than \$1,000,000.00 per occurrence and not less than \$2,000,000.00 aggregate. The insurance must be endorsed to provide primary insured coverage to the County of Lewis and all of its Departments, and any other Town who has opted into this local law wherein the event is occurring, and any other local municipality in which the event is conducted.

3. Automobile and/or other motorized vehicle insurance. The applicant shall maintain automobile, other vehicle and equipment policy(s) insurance against liability for bodily injury, death, damage to property and other coverages relating to the use, operation, loading or unloading of any automobiles, motorized vehicles and other equipment on and around the event site, in an amount not less than \$1,000,000.00.

4. If the event involves motorized vehicles (autos, ATVs, UTVs, motorcycles, motorbikes, snowmobiles, etc.) with an estimate of 2000 or more participants, it is the applicant/permittees' responsibility to ensure that all participants' motorized vehicles are properly licensed, registered and insured, as may be required under the law. Any ATV/OHV events require each ATV/OHV vehicle to have a current Lewis County ATV/OHV permit.

E. The applicant/event permittee agrees to defend, indemnify and hold harmless the County of Lewis, and its agents and any opted-in Town effected by an event from and against any and all claims, damages, losses and expenses, including but not limited to attorneys' fees, road damage, personal injury, property damage or wrongful death arising out of any claim associated in any way with the applicant's or participants' event and use of the permitted site/property, no matter how caused. The County and Town make no representations as to the condition of the property for the use intended by the event participants and organizers.

F. The DRFP, (in consultation with the County Manager, County Attorney, County Superintendent of Highways and any other appropriate and relevant municipal official) will have

the discretion to determine whether or not there is a need for insurance based upon the type and size of the event, and/or may determine to adjust the required insurance coverages and amounts, depending upon the nature of the event, i.e., activities, size, duration.

G. For any motorized event, regardless of its size or requirement for insurance under this Local Law, the applicant and sponsors of a motorized event shall be required to execute a waiver of liability/assumption of risk and have each of their participants execute a similar form for the benefit of the County and any opted in Town.

SECTION 8. PENALTIES FOR NON-COMPLIANCE AND ENFORCEMENT

A. If the County determines, through its lawful agent(s) and designees, that any of the items required as conditions under the permit are not adhered to or have not been accomplished within the required time limits, the conditional permit may be immediately terminated by action of the DRFP, after notification to the County Manager, Board of Legislators, and the appropriate Opted-in Town Supervisor. Notice of such termination shall be in writing and delivered to the applicant at the mail address and e-mail address set forth in the application.

B. 1. Any person (as defined in this Local Law) who shall organize, promote, conduct or cause to be conducted a special event on County roads, trails, or other county property and/or on opted-in Town roads, trails, or other town property as defined in this Local Law, without having a written permit in accordance with the provisions of this law shall be deemed to have violated this Local Law.

2. Any person holding an event and failing to apply for an event permit shall be subject to a civil penalty, enforceable and collectible by the County of Lewis in any court of competent jurisdiction within the County of Lewis as follows:

a. in the amount of \$50.00 to \$500.00 for holding a non-motorized event with 250 or more participants, depending upon the nature, size, location and municipalities involved.

b. in the amount of \$500.00 - \$1,000.00, plus an additional \$5.00 per participant for holding a motorized event, depending upon the nature, size, location and municipalities involved. The \$5.00/per participant fine fee for failure to obtain the permit will be deposited into a special fund for distribution among participating municipalities affected by the event, pursuant to the terms of the IMA.

3. Any person and/or participant in a special motorized event who rides outside of the designated travel areas for the event on a County or Town road/trail/property (*for example*, riding on the road shoulder, drainage ditches, etc.) shall incur a fine of \$1,000.00, plus incur the costs and expenses of repairing any damage to the property.

4. In addition to the above penalty(s), the County of Lewis or a Town who has opted into this local law, who is directly adversely affected by the special event, may maintain an action or proceeding in a Court of competent jurisdiction to compel compliance with or to restrain by injunction, the violation(s) of this local law, and to seek recovery of any and all damages incurred as a result of noncompliance with this local law.

SECTION 9. SEPARABILITY

If any clause, sentence, paragraph, section or part of this local law shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, section or part thereof directly involved in the controversy in which such judgment shall have been rendered.

SECTION 10. FEE SCHEDULE

A permit application fee of \$ 20.00**, made payable to Lewis County, shall apply, unless waived by the Director of Recreation, Forestry & Parks, in her sole discretion. This permit fee amount will remain in effect until amended by the Lewis County Board of Legislators by an adopted Resolution.

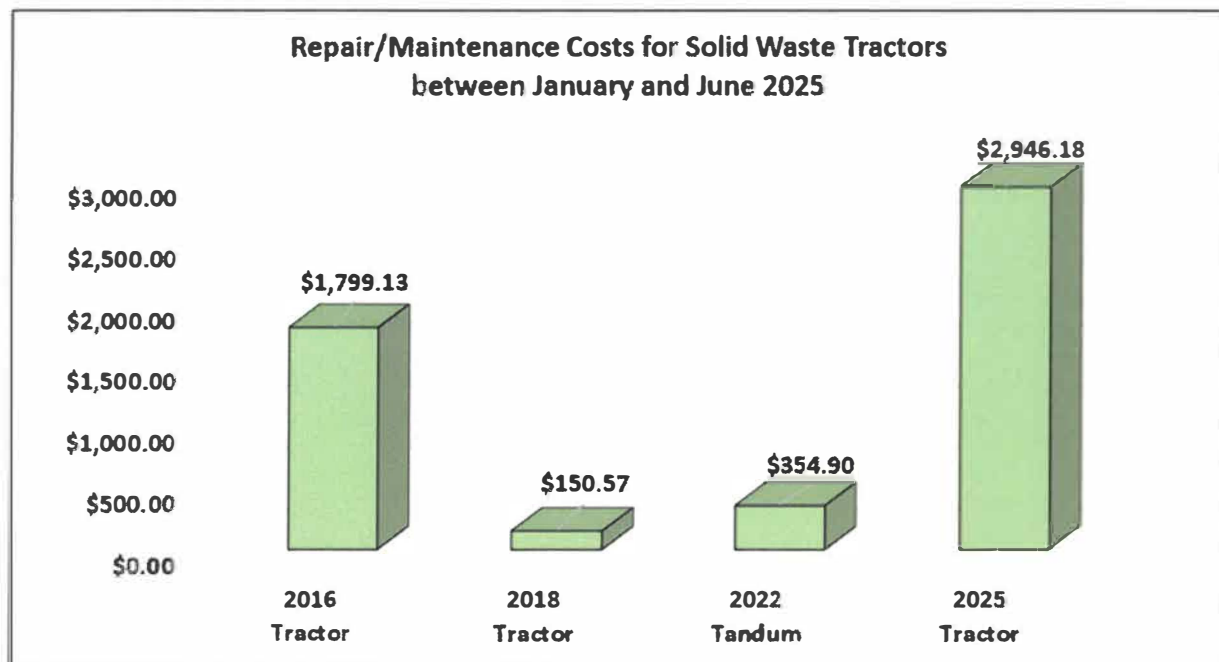
** If the event involves 10,000 or more participants, applicant is subject to permit fees set forth under Local Law No. 2-1970.

SECTION 11. EFFECTIVE DATE

- A. This Local Law amends and replaces Local Law No. 3-2022.
- B. This Local Law shall become effective immediately after filing with the office of the New York Secretary of State.

JUNE 2025

- The annual scale inspection was performed on May 9, 2025 but then in the first week of June, the section #3 controller stopped working and had to be replaced. The scale was down on Saturday, June 7th and most of Monday, June 9th. The repair cost was \$2,303.78.
- The week of June 16, two out of three of the tractors were in the repair shop resulting in using extra overtime hours. The 2016 International tractor was returned on June 24th and the 2025 International tractor was returned on June 27th.
- The following chart shows the cost of repairs and maintenance for each of the Solid Waste tractors between January and June of 2025. This does not include the repair costs mentioned above. The 2018 tractor is mainly used for a yard truck but it goes over the road as well.



FISCAL UPDATE	JUNE	YEAR TO DATE
Revenues	\$202,929.64	\$1,059,096.54
Expenditures	\$203,753.42	\$1,239,533.83
Cash Balance	\$188,698.74	As of June 30, 2025

SERVICE UPDATE	JUNE
GARBAGE (MSW & C&D)	1,297.05 tons
RECYCLING	272.85 tons
RECYCLING Received from/ Owed to Oneida Herkimer Solid Waste	\$811.74–May

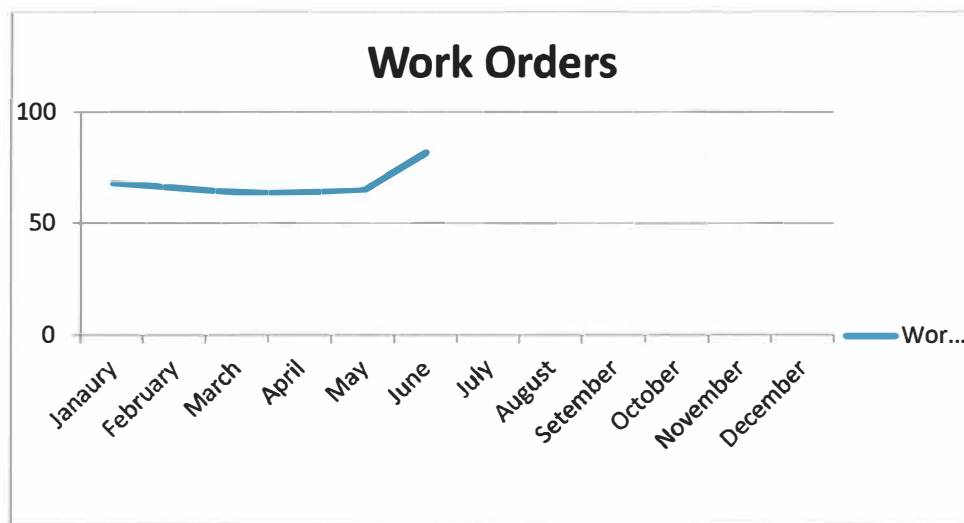
June 2025

- The Interior Firefighter class is scheduled to start September 8 hosted at the New Bremen Fire Station. There will also be an Emergency Vehicle Operations Course scheduled for November.
- Ongoing meetings with Lewis County General Hospital regarding patient transfers from the facility.
- Bob has had several meetings to help create the Jefferson/Lewis County Regional Hazardous Materials Response plan with ongoing biweekly conference calls.
- There has been planning with EMS providers to assist with volunteer coverage for the Lewis County Fair.
- Bob presented on Amish Pregnancy Emergencies for Tioga County EMS.

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!!!

June 2025

- Maintenance had **82** work orders during the month of June
- Built a wall separating HR office for more privacy.
- Installed additional shelving at Codes computer station.
- Courthouse boiler project has started and moving along well
- Crews have been sorting through auctions items which will be held soon



July 2025

- CR 29 West Rd – paving Hot Mix Top
- CR 46 Osceola Rd – Tree work and repairing box culvert that was damaged during June 22nd storm
- CR 55 Deer River Rd - shoulders and chip sealing
- CR 26 Number Four Rd – getting ready for micropave: milled out bad sections & repaved with hot mix; crack filling
- CR 39 Pine Grove Rd - crack filling
- Glenfield Road – drainage work
- Bridge maintenance/flag repairs
- Cutting shoulders
- Mowing roadsides

June 2025

- Received our new iPads, printers and cabinets from KnowInk for elections
- Mailed letters to 140 inspectors to sign up for mandatory training
- Prepared voting machines and supplies for early voting and primary election
- Early Voting was June 14-23; we had 8 voters taking advantage of this opportunity
- Held primary election on June 24th, 2025 and had a total of 101 voters

June 2025

- Resolution authorizing snowmobile trail 2024-2025 grant-in-aid application and grant agreement conditions to the office of parks, recreation & historic preservation for trail maintenance expenses in
- The ADK Smart Growth Grant for the Lewis County Winter Recreation Plan is on schedule. The SE group was in Lewis County on June 17th and 18th, with multiple community outreach and site inspections. The concept survey will be held open through fair week and close on July 21st. To participate in the survey please go to <https://survey.alchemer.com/s3/8343771/New-Survey>. The first reimbursement for \$28,445.10 with \$3038.87 in kind services was submitted and has been received.
- The Community Connections Meeting at the 3 G firehall had approximately 50 people attending. I will continue to try to attain more landowners that will allow trails in those areas. I will also be reaching out in other areas.
- The trail crew have been very busy working on development for the Lee Gulf Trail, required trail maintenance, weather and someone cutting a bridge stringer into firewood has caused delays, but we hope to have the new trail completed in August. The Ives Road Trail, the Thisse Trail and the Pioneer Café Trail with the kiosk and public parking area are ready to open when the NYSDOT crossings are completed. We are hoping to have the three-state road crossing completed early this month.
- The \$50,000 DASNY GRANT for Singing Waters has been reimbursed! Overall, the budgets look good with contracts for reforestation that will make it approximately \$50,000 over budget. The OHV Trail Permit revenue is currently at \$154,506.55 which is \$12,599.35 lower than last year to date with a current bank account balance of \$152,406.43.

Account	Budget	Available
798900 Revenue	(\$125,300.00)	(\$96,792.89)
798900 Expenditures	\$471,800.00	\$327,239.10
799000 Revenue	(\$310,190.00)	(\$158,945.00)
799000 Expenditures	\$355,284.00	\$146,864.82
871100 Revenue	(\$194,407.00)	(\$119,775.23)
871100 Expenditures	\$195,527.00	\$148,615.65
DASNY Grant Revenue	(\$50,000.00)	\$0.00