

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

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

**DATE:** September 11, 2025

**SUBJECT:** Finance & Rules Committee Agenda

Please let this correspondence serve as notification that the Finance & Rules Committee will meet on Tuesday, September 16<sup>th</sup> at 3:00 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 August 19<sup>th</sup> committee minutes if no amendments.

**Presentations/Discussion Items:**

1. 2026 Budget Personnel Requests – Caitlyn Smith, Director of Human Resources (15 minutes)
2. 2026 Budget Capital Requests – Brian Hanno, Director of Purchasing (15 minutes)

**Draft Resolutions:**

1. Proclaiming the Year 2025 as the Centennial Year of the New York State Association of Counties.  
AYE \_\_\_\_ NAY \_\_\_\_
2. Supporting New York State Senate Bill S8481 authorizing Local Governments to opt out of certain CLCPA mandates.  
AYE \_\_\_\_ NAY \_\_\_\_
3. Accepting and appropriating CDBG 636IT566-25 funds in the amount of \$274,710.00 in the Planning & Community Development accounts for the CDBG Imminent Threat program.  
AYE \_\_\_\_ NAY \_\_\_\_
4. Authorizing the application for the 2025 Northern Boarder Regional Commission (NBRC) Catalyst Program funding in an amount not to exceed \$3,000,000.00 to implement roadway, complete streets, and other supportive infrastructure projects in the Village of Port Leyden.  
AYE \_\_\_\_ NAY \_\_\_\_

5. Authorizing the undertaking of the Climate Change Adaptation and Resilience Plan through the Planning and Community Development Department in collaboration with the Adirondack North Country Association (ANCA).  
AYE \_\_\_\_ NAY \_\_\_\_
6. Adopting the Health Plan Fund Balance Policy  
AYE \_\_\_\_ NAY \_\_\_\_
7. Adopting Local Law No. 7-2025 “A Local Law to Authorize Overriding the Tax Levy Limit Established by General Municipal Law 3-c (A/K/A “2% Tax Cap”) for the Lewis County 2026 Budget.”  
AYE \_\_\_\_ NAY \_\_\_\_

**Motions:**

None.

**Executive Session:**

None.

**Informational Items:**

1. There will be a bid opening on Monday, September 29<sup>th</sup>, therefore creating a resolution awarding the bid for the demolition and removal of a building located at 3302 Douglas Street in the Village of Port Leyden.
2. There will be a bid opening Monday, September 29<sup>th</sup>, therefore creating a resolution awarding the bid to provide Make-Ready services to support proposed EV charging infrastructure installations.
3. 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.	JCC Education Center
	Economic Development	Planning & Community Development
	Human Resources	Purchasing
	Information Technology	Real Property Tax
	Insurance/Workers' Compensation	Treasurer

**RESOLUTION NO. \_\_ - 2025**

**RESOLUTION PROCLAIMING THE YEAR 2025 AS THE CENTENNIAL YEAR  
OF THE NEW YORK STATE ASSOCIATION OF COUNTIES (NYSAC)**

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

WHEREAS, the New York State Association of Counties (NYSAC) was founded in 1925 as the New York State County Officers Association by county officials seeking to unify the county voice in Albany and create a forum for sharing ideas and experience; and

WHEREAS, 2025 marks the 100th anniversary – the centennial – of NYSAC’s continuous service representing, educating, advocating for, and serving New York’s counties; and

WHEREAS, for a century, NYSAC has fostered excellence in county governance, united the voice of its membership, and played a key role in achieving landmark policy victories – such as establishing Medicaid contribution caps, securing substantial state aid, advancing sales tax on internet sales, and supporting infrastructure, public health, education, and justice initiatives; and

WHEREAS, in recognition of this historic milestone, NYSAC is holding special celebrations throughout 2025, beginning with its Centennial Legislative Conference in Albany and other commemorative events; and

WHEREAS, Lewis County greatly benefits from the leadership, advocacy, training, and collaborative spirit that NYSAC has provided to counties across New York for the past 100 years;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators hereby proclaims the year 2025 as the Centennial Year of the New York State Association of Counties (NYSAC).

Section 2. The Board extends its gratitude and heartfelt congratulations to NYSAC for a century of exemplary service, leadership, and unwavering support to counties throughout the State.

Section 3. The Lewis County Board of Legislators encourages all residents, county officials, and community stakeholders to join in recognizing and celebrating NYSAC’s 100 years of dedication.

Section 4. The Clerk of the Board is directed to send copies of this resolution to the New York State Association of Counties, the County Clerk, the Clerk of the New York State Assembly, the Clerk of the New York State Senate, and the Governor of the State of New York as expressions of Lewis County's recognition and appreciation.

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

DRAFT

**RESOLUTION NO. \_\_ - 2025**

**RESOLUTION SUPPORTING NEW YORK STATE SENATE BILL S8481  
AUTHORIZING LOCAL GOVERNMENTS TO OPT OUT OF  
CERTAIN CLCPA MANDATES**

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

WHEREAS, New York State Senate Bill S8481, introduced on August 20, 2025 by Senator Patrick Gallivan, proposes to amend the Environmental Conservation Law, Public Service Law, Energy Law, and Executive Law to permit local governments — including cities (excluding New York City), towns, and villages — to opt out of mandates and benchmarks imposed under the Climate Leadership and Community Protection Act (CLCPA) and related universal electrification requirements by filing a resolution with the Department of Environmental Conservation; and

WHEREAS, the CLCPA establishes statewide standards and benchmarks aimed at reducing greenhouse gas emissions and transitioning to clean energy, but its rapidly evolving mandates — particularly those regarding electrification of buildings and transportation — may impose steep costs, infrastructural challenges, and public safety risks in some communities; and

WHEREAS, Senate Bill S8481 recognizes the diverse economic, geographic, and infrastructural realities of New York's municipalities, and affirms the right of such localities to determine the practicality of statewide electrification mandates; and

WHEREAS, enabling local governments to opt out of these requirements upholds the principles of municipal home rule and energy choice, ensuring fiscal responsibility and responsiveness to local needs; and

WHEREAS, such empowerment encourages balanced energy policy approaches that promote both environmental protection and economic stability across varied New York communities;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Lewis County Board of Legislators hereby expresses its strong support for New York State Senate Bill S8481 (2025–2026), and urges its passage into law.

Section 2. Upon enactment, the Board of Legislators reserves the right to exercise the provisions of SB S8481 by filing a formal resolution with the Department of Environmental Conservation, should the CLCPA mandates prove incompatible with Lewis County municipal needs and capacities.

Section 3. The Clerk of the Board is directed to send a certified copy of this resolution to NYS Governor Kathy Hochul, NYS Senate Majority/Minority Leaders, NYS Assembly Speaker, NYS Senator Mark Walczyk, NYS Assemblyman Ken Blankenbush, New York State Association of Counties, and other relevant State officials, to communicate the importance of SB S8481 in preserving local governance flexibility.

Section 4. This resolution shall take effect immediately.

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

DRAFT

**RESOLUTION NO. \_\_ - 2025**

**RESOLUTION TO ACCEPT GRANT AND  
APPROPRIATE CDBG 636IT566-25 FUNDS**

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

WHEREAS, Lewis County Planning and Community Development applied for CDBG Vacant Property Clearance (now known as Imminent Threat) Program funding in November 2024 to remove four (4) blighted properties in the Villages of Turin, Port Leyden, and Lowville, along with one blighted property in the Town of Turin; and

WHEREAS, Lewis County has been awarded the grants and requests the budget appropriations for the same;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The following budget appropriation is hereby approved in the Planning Department for funding the CDBG Imminent Threat Program:

Increase Revenue:

A0802000.339025 CDBG Imminent Threat	\$274,710.00
--------------------------------------	--------------

Increase Expenditure:

A0802000.495025 CDBG Imminent Threat	\$274,710.00
--------------------------------------	--------------

Section 2. The within resolution shall take effect immediately.

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

**RESOLUTION NO. \_\_ - 2025**

**RESOLUTION AUTHORIZING LEWIS COUNTY TO APPLY FOR 2025 NORTHERN BORDER REGIONAL COMMISSION CATALYST FUNDING TO COMPLETE INFRASTRUCTURE PROJECTS IN THE VILLAGE OF PORT LEYDEN**

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

WHEREAS, the Lewis County Planning and Community Development Department desires to apply for up to \$3,000,000 in financial assistance to assist with the completion of roadway, complete streets, and other supportive infrastructure projects under the 2025 Northern Border Regional Commission (NBRC) Catalyst Program; and

WHEREAS, if awarded, the grant requires a commitment of a 20% match from the County, which would be covered by a combination of Lewis County Highway funds, CHIPS funds, and other eligible grants; and

WHEREAS, the Lewis County Board of Legislators seeks to authorize this application;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators hereby authorizes the Lewis County Planning and Community Development Department to submit the application for 2025 Northern Border Regional Commission (NBRC) Catalyst Program funding in an amount not to exceed \$3,000,000 to implement roadway, complete streets, and other supportive infrastructure projects in the Village of Port Leyden.

Section 2. The Chair or Vice Chair of the Board of Legislators be and the same is hereby authorized to sign and submit the application and, if awarded, to accept the funding, sign contract documents, appropriate the project funding to the Lewis County Highway Department's budget, and award a bid to the best value firm in compliance with the funding.

Section 3. This resolution shall take effect immediately.

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



**RESOLUTION NO. \_\_ - 2025**

**RESOLUTION TO UNDERTAKE A LEWIS COUNTY CLIMATE CHANGE  
ADAPTATION AND RESILIENCE PLAN**

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

WHEREAS, Lewis County pledged to take part in the NYS DEC Climate Smart Communities Certification Program that includes the preparation of a Climate Change Adaptation and Resilience Plan (CCARP); and

WHEREAS, free technical assistance is available to support the development of these documents (PE7 Action: Climate Vulnerability Assessment and PE7 Action: Climate Adaptation Plan) from the Adirondack North Country Association (ANCA) on behalf of the Capital District Regional Planning Commission (CDRPC) through a NYS DEC Climate Smart Communities Coordinator Services contract; and

WHEREAS, Lewis County through the Planning and Community Development Department will collaborate with the Adirondack North Country Association in the development of these publications, review drafts, and provide valuable feedback on iterations that result in a final draft; and

WHEREAS, Lewis County will provide an opportunity for public input and comment on the draft report; and

WHEREAS, the Adirondack North Country Association will present a summary of the vulnerability results and adaptation plan to the Board of Legislators for consideration of adoption;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators hereby undertakes the Climate Change Adaptation and Resilience Plan through the Planning and Community Development Department.

Section 2. This resolution shall take effect immediately.

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

**RESOLUTION NO. \_\_ - 2025**

**RESOLUTION ADOPTING THE HEALTH PLAN FUND BALANCE POLICY  
FOR THE COUNTY OF LEWIS**

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

WHEREAS, the Lewis County Treasurer has developed a comprehensive Health Plan Fund Balance Policy to be followed by the County Treasurer and the Health Plan Steering Committee who are tasked with oversight of the fund; and

WHEREAS, the attached policy is to establish a minimum fund balance for the Lewis County Health Plan Fund and to set a process for review and determination of that amount in relation to any annual premium equivalent increases; and

WHEREAS, the Board of Legislators wishes to accept and adopt said policy;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Lewis County Board of Legislators hereby adopts the attached Health Plan Fund Balance Policy.

Section 2. The Board of Legislators directs the Clerk of the Board to add this policy to the Administrative Manual and any other appropriate manuals, and to distribute same to the Lewis County Department Heads and Lewis County Health System Administrative Staff.

Section 3. This Resolution shall take effect immediately.

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

## **Lewis County, New York Health Plan Fund Balance Policy**

### **Background:**

The Lewis County Government is responsible for the appropriate accounting and safeguarding of public funds, management of municipal finances, and the adequate funding of services desired by the public and mandated by the State of New York. The County has a self-insured health insurance fund. The fund administers the finances for employees and retirees for the County and the Lewis County Health System. The fund also provides for the collection of premiums from employers, employees and retirees, as well as the payment of medical costs and administrative expenses.

The County Treasurer, acting on behalf of the County, has a fiduciary responsibility to oversee and manage the self-insured health insurance fund in the best interests of the County government, its employees and retirees. As part of this duty, a minimum level of fund balance should be maintained to ensure all fund liabilities can be paid. The County and Health System have a Health Plan Steering Committee to assist the Treasurer with oversight of the Fund. The committee is comprised of the following members: the County Treasurer, County Manager, HR Director, Benefits Manager, LCHS Chief Executive Officer, CFO and HR Director. In addition, the two entities contract with a consulting firm for expertise, guidance, and data analysis to manage the health insurance plan. The consulting firm representatives participate in the Health Plan Steering Committee.

### **Purpose:**

The policy aims to establish a minimum fund balance for the County Health Plan Fund and outline a process for its regular review and adjustment. The purpose of the policy is to promote long-term sustainability of the health plan and support stable premium adjustments. The policy will also address the correlation between the fund balance and the annual premium equivalent increases.

### **Plan Fund Balance:**

The Plan Fund Balance is the remaining value after considering all assets and liabilities of the plan. At any point in time, the other assets (prepaid assets, receivables) and other liabilities (accounts payable, etc.) vary from year to year and are always short term in nature. The most direct valuation of the plan's fund balance is the cash and investments on hand.

For purposes of this policy, the fund balance is defined as the total of all cash and investment accounts, excluding short-term liabilities such as the estimated two-

month claims tail and accounts payable. The fund balance (cash and investments) should be sufficient to pay the claims tail and any other outstanding liabilities.

**Minimum Fund Balance Amount** – The minimum fund balance goal is \$3,000,000.

**Review and Determination of the Amount:**

1. The Steering Committee will review this amount two times per year. The timing of these reviews may change from year to year but generally will occur in January, before the start of the health insurance plan renewal, and in July as part of the annual budget process.
2. The following information will be reviewed as part of the determination of the minimum fund balance:
  - a. The plan uses an actuarial consultant for guidance on plan decisions. The consultant's data and analysis will be considered part of the development and review of the fund balance.
  - b. A calculation of the annual Plan claims expenses multiplied by a 10 to 15% reserve. The claims expense is the total of all claims paid for one year for County and Health Systems participants. An estimate of 10 to 15% of annual expenditures is a common accounting standard for a reasonable fund balance reserve.
3. The Minimum Fund Balance Amount may be modified following this policy's guidance and the Steering Committee's review. Revision of the amount may occur at any time by action of the Lewis County Board of Legislators. The Steering Committee may recommend a change in the Minimum Fund Balance to the County Board of Legislators, who have the approval authority to enact any change.

**Monitoring the Balance and Actions:**

The following guidelines are established to provide a structured approach to managing the balance and its impact on plan premium equivalents. The intent of these guidelines is to manage the fund, to keep it within an optimal range, to provide stability, and to impact premium equivalent changes, if justified.

1. Fund Balance below the defined Minimum:
  - a. If the fund balance falls below the minimum, this will trigger a review and determination as to a recommended increase to the plan premium equivalent amounts. The Steering Committee may recommend an increase and the effective timing of that increase to the County Board of Legislators after review and consideration of Milliman evaluations and recommendations.

2. Fund Balance exceeds the minimum by more than 50%:
  - a. In this event, the surplus could be used to mitigate Premium Equivalent increases.
  - b. The Steering Committee would evaluate the Milliman recommendations, and if warranted consider recommending the “Aggressive” level or some amount higher or lower thereto. This would provide consideration of the estimated dollar impact of the reduced Premium Equivalent by use of the surplus fund balance to offset the reduced revenue while ensuring the Fund Balance remains above the minimum level.
3. Annual Premium Equivalent increases:
  - a. Regardless of Fund Balance levels, the general intent of the plan will be to increase Premium Equivalents by a minimum of 3.5% each year. This is to account for inflation, consistency, and general risk management. This annual minimum increase can be waived by recommendation of the Steering Committee for consideration and approval by the County Board of Legislators.
  - b. The County Board of Legislators has final approval authority for Health Plan premium equivalent increases or decreases. These will generally occur once a year prior to the new plan year start date but may occur at any time the Board of Legislators deems necessary upon data provided by the Steering Committee. The premium equivalent increases or decreases should follow the above guidelines in most circumstances.

**Policy Review and Approval Process:**

This policy may be revised at any time by approval of the County Board of Legislators upon input from the Health Plan Steering Committee.

Date Approved and Adopted by LC BOL: \_\_\_\_\_  
Resolution #: \_\_\_\_\_

**RESOLUTION NO. \_\_ - 2025**

**RESOLUTION ADOPTING AND OTHERWISE TREATING  
LOCAL LAW NO. 7 – 2025, COUNTY OF LEWIS**

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

WHEREAS, a resolution was duly adopted by the Board of Legislators on September 2, 2025, directing that a public hearing be held by said Board on October 7, 2025, at 5:00 p.m. in the Second Floor Board Room of the Courthouse, 7660 North State Street, Lowville, New York 13367, to hear all interested parties on a proposed Local Law entitled “LOCAL LAW TO AUTHORIZE OVERRIDING THE TAX LEVY LIMIT ESTABLISHED BY GENERAL MUNICIPAL LAW § 3-C (A/K/A 2% TAX CAP) FOR THE LEWIS COUNTY 2026 BUDGET” and

WHEREAS, notice of said public hearing was duly advertised in the *Watertown Daily Times*, the official newspaper designated by the County, on September 17, 2025, and posted on the bulletin board of the Lewis County Courthouse, 7660 North State Street, Lowville, New York, at least five (5) days prior to such public hearing; and

WHEREAS, the public hearing was duly held at such location and time, and all parties in attendance were permitted an opportunity to speak on behalf of or in opposition to said proposed Local Law, or any part thereof; and

WHEREAS, the Board of Legislators wishes to make certain determinations based upon the information heretofore submitted to the Board as well as received during the public hearing;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. This Local Law (Introductory No. 7 – 2025), County of Lewis, being “LOCAL LAW TO AUTHORIZE OVERRIDING THE TAX LEVY LIMIT ESTABLISHED BY GENERAL MUNICIPAL LAW § 3-C (A/K/A 2% TAX CAP) FOR THE LEWIS COUNTY 2026 BUDGET”, be and the same hereby is designated as Local Law No. 7–2025, County of Lewis.

Section 2. Local Law No. 7–2025, County of Lewis, with designation stated above, be and the same is hereby enacted, waiving any and all defects and informalities in the adoption thereof and shall take effect immediately upon filing with the Secretary of State.



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

AYES:

NAYS:

ABSENT:

DRAFT

---

August 2025

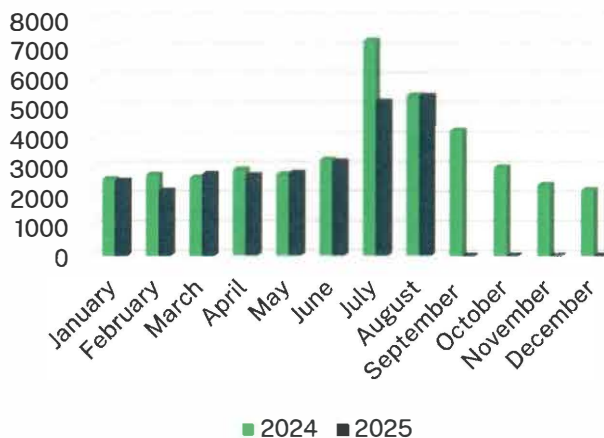
- There were 107 sales processed in the month of August, involving 132 parcels with 9 of those sales being split parcel transfers. An updated sales report has been posted to the website.
- There have been 9 new E911 numbers requested and 3 additions, and 1 correction for a total of 13. Our E911 addressing team will be coordinating with IT, Dispatch, Motorola, and others to update the 911 maps and data layers from Arc Map to ArcPro. It is anticipated that this will be a somewhat lengthy process, but the representative from GeoCove that is working with us commended us on how great our data is organized and maintained.
- Requests for IMAs for Data Collection services have been received by the towns of Greig and Watson.
- The department is currently at 61.6% of the 2025 budget.



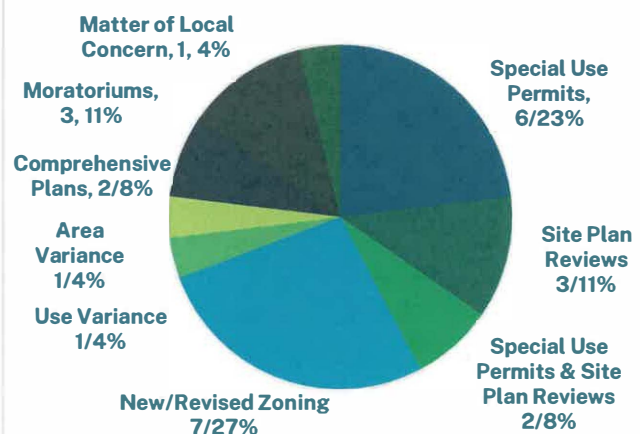
## August 2025

- Prepared one (1) County Planning Board technical review for the September 18<sup>th</sup> meeting:
  - Comprehensive Plan – Town of Martinsburg
- Continuing work with the following municipalities on various Land Use Policies:
  - In collaboration with DANC, staff will work with the Town of New Bremen Zoning Board of Appeals and Planning Board to update the Town of New Bremen Comprehensive Plan.
- Grant Development and Funding Updates:
  - Received Local Government Efficiency (LGE) funding in the amount of \$1,053,070 to purchase a shared Jet/Vacuuming Machine, Loader-Mounted Snowblower, and Grapplesaw Truck for the Highway Departments in Lewis County.
  - Developing the following NBRC Catalyst Grant applications:
    - Lewis County: Up to \$3,000,000 in infrastructure (road drainage, roadway, complete streets) improvements and expansions on CR 68, CR 70, CR 71, and CR 72 to support economic and community development in the Village of Port Leyden.
    - Lyons Falls: Up to \$3,000,000 in water improvements and complete streets projects in the Village of Lyons Falls.
- Working with NYS DOS to hold our Annual Land Use Training Workshop on October 9<sup>th</sup> from 4 PM to 8 PM.
- Ridership for the Old Forge Route grew by 6% (even without September ridership data) from 2024.
- Fort Drum IGSA and Birnie Bus Extension Contract Fully Executed
- Sold out on all bus stop shelters and bus wrap advertising locations

LCPT Ridership



2025  
239-M REVIEWS



August 2025

- Initiated two projects with DHSES and a GIS consultant. Began project planning and identifying scope of work for each.
- Worked with and joined multiple project calls with Tyler Munis to fully implement the API toolkit for real-time analytics capabilities.
- Continued requirements gathering with Public Health, hospital IT, and DANC to understand the scope of the undertaking to move PH to the county network and management.
- Multiple team members had week-long vacations planned for this month. The team did well to cover for each other and maintain smooth operations.

## August 2025

- Podcast updates:
  - I posted the first podcast that was available to the public. It has 37 downloads so far.
  - I recorded a shorter podcast promoting the Lewis County Night Out event that will take place on Friday, September 5 to help with attendance and awareness.
  - Topics that are in the pipeline include: Upcoming Foster Parent Training, Understanding the Budget, and Town Revalue. I am always open to new topics, feel free to reach out!
- Began helping Jackie Mahoney improve the ATV Trails social media presence. We met to discuss some options of ways to improve engagement by doing contests and posting videos of trails. I went out and toured Lee Gulf Trail and Ives Trail to get some photos and videos to help promote that area. People have a very positive attitude towards it.
- Worked closely with the Lewis County Highway Department to keep community members informed of projects and road closures or delays throughout the month. The posts were very popular and helped bring awareness of what areas to avoid. John reached out and said this engagement was very helpful. We will continue to use this method moving forward to keep everyone informed.
- Social media engagement: Gained 52 followers for the month

August 2025

- DMV had a total of 2,564 transactions for the month.
- The Clerk's Office scanned 1,869 pages of Court documents.
- The County Clerk's Office continues to back scan old Criminal Cases in preparation of Clean Slate requirements.

**Budget Report**

2025 REVISED EXPENSE	YTD EXPENSE	2025 REVISED REVENUE	GROSS YTD REVENUE	NET YTD REVENUE
\$723,154.00	\$441,753.85	\$748,500.00	\$492,604.55	\$50,850.70

**DMV Transactions and Revenue to Lewis County**

PLATES ISSUED	PLATES SURRENDERED	SNOWMOBILE	ATV	EDL	TOTAL REVENUE
453	315	45	128	374	\$18,050.30

**Clerk's Office Transactions and Revenue to Lewis County**

DEEDS	MORTGAGES	COURT DOCKET LIST	PISTOL TRANSACTIONS	BUSINESS CERTIFICATES	TOTAL REVENUE
108	109	547	100	9	\$103,816.49

## August 2025

- For the month of August, there were two incidents reported.
- Year-to-date in 2025, we have had three incidents that have resulted in Compensation payments to claimants.

<u>EXPENDITURES</u>	<u>8/1/25-8/31/25</u>	<u>TOTAL TO DATE</u>	<u>% USED</u>
Administration	\$ 24,784.23	\$ 117,107.40	64.13%
Compensation & Medical Payments	\$ 38,134.25	\$ 417,590.76	52.86%
WCB Assessments	\$ 25,382.46	\$ 80,440.62	50.28%

<u>REVENUE</u>			
Refunds		\$ 2,794.68	2.24%
C.D. Interest*	\$ -		0.00%

September 2025

- Upcoming Bid's and RFP's
  - 2025-113 NYS Joint Utilities Make Ready Services Contractor Opens September 29<sup>th</sup> @ 10 AM
  - 2025-114 Comprehensive Plan Update Opens October 6<sup>th</sup> @ 10 AM
  - 2025-115 Demolition of Condemned Structure 3302 Douglas St Port Leyden Opens September 29<sup>th</sup> @ 10:20 AM
- We have started to demo an E-procurement tool called Planet Bids and are excited to see it simplify and allow for more competition for RFP's.
- Working on the 2026 Capital Budget for the September Committee Meeting.
- **Surplus Auction-** Just completed one surplus auction of miscellaneous furniture and items from the Glenfield school. We will have another one with vehicles and equipment from Highway, Solid Waste, and Emergency Management.
- Currently the Purchasing Budget is at 54.3 percent.