

**REGULAR MEETING**  
**December 2, 2025**

The meeting was called to order at 5:00 p.m. by Chairman of the Board, Lawrence Dolhof.

Roll Call: All Legislators were present, except Legislator Osborne who had been excused, and there were 13 other people present.

Chairman Dolhof asked Legislator Kalamas for the Invocation, followed by the Pledge of Allegiance.

Chairman Dolhof declared the November 4<sup>th</sup> and 18<sup>th</sup>, 2025, meeting minutes approved by general consent.

**PUBLIC HEARING:**

Chairman Dolhof opened the public hearing at 5:04 p.m. for comments on the Accomplishments of the current CDBG Project #636HR300-23 Lewis County Housing Rehabilitation Program.

Rob Grunert-Loud reported that in December of 2023, Lewis County was awarded just over six hundred twenty-one thousand dollars through the Community Development Block Grant Program to support the Lewis County Single and Multi-family Housing Rehabilitation Program. Today's public hearing is the second required hearing, and the purpose is simply to give you a brief update on the program's accomplishments.

This program was designed to help low and moderate-income homeowners make essential repairs to homes that were moderately or severely substandard. Typical repairs included new roofs, windows, and doors, as well as upgrades to heating systems, electrical work, and other health and safety improvements. The goal is to help residents remain safely in their homes by improving overall condition, safety, and energy efficiency. All rehabilitation work must meet local code and HUD's Housing Quality Standards.

A Grant Agreement went into effect in February 2024, with all funds required to be spent within 24 months, by February 2026. The original application assumed we would be able to complete repairs on approximately ten owner-occupied homes and four rental units occupied by low- or moderate-income households across the county. At the time of application, twenty potential projects were evaluated. The average construction cost per home was estimated at around thirty-five thousand dollars, for a total projected construction budget of about five hundred ten thousand dollars.

As the program comes to a close, we have completed or are completing eleven total projects: nine owner-occupied and two renter-occupied. Eight projects are fully complete, and the remaining three are in their final stages. The scope of work has included roofing, windows, doors, heating, electrical, plumbing, and lead hazard control.

All projects were awarded to income-qualified Lewis County residents. Of the fourteen total households assisted, three were senior households, four were headed by single women, five included individuals with disabilities, and two were large young families. The program has been truly countywide, with homes located in Harrisville, Port Leyden, Constableville, Copenhagen, Osceola, Turin, Lowville, and West Leyden.

We expect the final total construction cost to come in at approximately five hundred eight thousand dollars, with all projects fully completed no later than January 1st, 2026.

#### REPORT OF THE FINANCE AND RULES COMMITTEE:

The Finance and Rules Committee have met, and the majority recommended waving the rules to allow action on late resolutions.

Signed by: Jeffrey Nellenback  
Herb Frost  
Vincent Nortz

Dated: December 2, 2025

Legislator Frost moved to accept the recommendation of the Finance & Rules Committee, seconded by Legislator Moroughan, and carried.

#### REPORT OF THE CLERK OF THE BOARD:

Lewis County Industrial Development Agency Board member McKenzie Lehman submitted her resignation letter to the Board effective November 30, 2025.

Lewis County Youth Bureau Advisory Board Director Caitlin Lawler submitted a document with the funding outcomes from the Youth Bureau through the State for the period of October 1, 2025 through September 30, 2026, listing who was awarded, how much, and which category the funding came from.

Lewis County received notification of the following grant awards:

- \$100,000.00 for Lewis County Pretrial Services

#### REPORTS OF STANDING COMMITTEES:

Legislator Nellenback, Vice-Chair of the Finance & Rules Committee, reported that the Information Technology Department has been working on its grant application and identifying products, services, and vendors that will assist with a Disaster Recovery Build – out next year. The funds from this grant will be combined with another DHSES grant that was awarded earlier this year to reduce the county spending burden on the project.

The Community Engagement Specialist is pleased to share that the Tapped In Lewis County Podcast has reached 423 downloads since its launch in August 2025. The most popular episode to date has been the Trails Initiative podcast, highlighting strong community interest in local outdoor recreation and development efforts. Look for more upcoming podcasts that share stories and information to our residents on the county website.

Legislator Nellenback moved to cancel the December 2025 Legislative Committee meetings due to the upcoming holiday season, seconded by Legislator Frost, and carried.

Legislator Moroughan, Chair of the General Services Committee, reported Board of Elections has filed their Canvass of Results for the 2025 General Election which was held November 4, 2025, with the Clerk of the Board. Solid Waste Director Kip Turck met with County Manager Tim Hunt recently to discuss options to deal with the declining revenue related to recycling. They hope to work on a plan to mitigate this in 2026.

Legislator Moser, Chair of the Human Services Committee, reported that the Lewis County Department of Social Services opened the Regular HEAP (Home Energy Assistance Program) season on Monday, December 1<sup>st</sup>, receiving nearly 300 calls that day. At the same time, they launched EVA, their new AI customer service assistant. Callers will now hear: *“Welcome to Lewis County DSS. My name is EVA, I am an AI customer service assistant. This call is being recorded for quality assurance. How can I help?”*

The childcare services waitlist currently stands at 12. Families are encouraged to apply, as the list is moving monthly. Additional information about childcare subsidies is available on the Lewis County website.

Legislator Nortz, representative on the Lewis County Health System Board of Managers, reported that they met on November 25, 2025. There was a gain of \$79,678.00 versus a budgeted gain of \$323,672.00 for the month of October. The year-to-date loss is \$1,575,320.00 versus a budgeted gain of \$332,739.00. The Finance Committee met on November 21, 2025, and reported Acute admissions were 89 against a budget of 93; Observations were 70 against a budget of 58; and ER visits were 1,047 against a budget of 995. The Hospital Foundation gave their report and highlighted upcoming events for 2026. The Golf Tournament at

Brantingham will be June 12, 2026; The Great Pumpkin Race at the Fairgrounds will be October 24, 2026; and the Fund for Hope Event is planned for October 2026.

At 5:14 p.m. Chairman Dolhof closed the public hearing. He explained that the Clerk of the Board had given out copies of the Outside Boards and a description of what each board is responsible for, and asked that legislators think about the options and let him know which boards they may be interested in serving on.

REPORT OF THE FINANCE AND RULES COMMITTEE:

**RESOLUTION NO. 240 – 2025**  
**AUDITING AND ALLOWING CLAIMS**

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

RESOLVED that the claims presented for payment in the total amount of \$1,968,022.31 be and each is hereby audited and allowed for the amounts claimed, and that the Clerk is authorized and directed to draw checks for the County Treasurer for the amounts claimed, in favor of each of the claimants or their assigns.

Moved by Legislator Kalamas , seconded by Legislator Leviker .

Legislator Moser recused herself from the vote, as several payments included therein are either made payable to her for services rendered as an assigned council or reflect vouchers she approved in that capacity.

The resolution was then adopted on the 2<sup>nd</sup> day of December 2025, pursuant to the following roll call vote:

AYES: Frost, Nortz, Leviker, Kalamas, Lyndaker, Moroughan, Nellenback, and Dolhof.

NAYS: None.

ABSENT: Osborne.

**RESOLUTION NO. 241 - 2025**  
**RESOLUTION AUTHORIZING SERVICE AGREEMENT BETWEEN**  
**THE COUNTY OF LEWIS AND ELEVATTITT FOR MAINTENANCE SERVICES OF**  
**THE FOUR ELEVATORS AND ONE CHAIR-LIFT IN THE COURTHOUSE BUILDING**

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

WHEREAS, the County of Lewis seeks to enter into an agreement with Elevattitt for the purpose of providing maintenance of elevator equipment for the four (4) elevators and one (1) chair lift in the Lewis County Courthouse; and

WHEREAS, Elevattitt has submitted a proposal to provide the four (4) elevators and one (1) chair lift in the building with maintenance services which include physical inspections and examinations of parts and equipment, adjustments as needed, testing, and trouble- shooting as set forth in the service agreement, for a three (3) year period commencing January 1, 2026 through December 31, 2028, at a cost of \$12,000.00 for the first year, subject to annual increase of 5%; and

WHEREAS, the Board of Legislators wishes to authorize such Service Agreement;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators hereby authorizes a three (3) year elevator service agreement with Elevattitt, 210 Marcellus Street, Syracuse, NY 13204 to service the four elevators and one chair lift in the Courthouse Building ( 3 elevators and the chair lift on the court side ,and 1 elevator on the county side) at a cost of \$12,000.00 in 2026, \$12,600.00 in 2027, and \$13,230.00 in 2028.

Section 2. The Chair or Vice-Chair of the Board of Legislators is hereby authorized to make, execute, seal, and deliver such Service Agreement and any annual renewal statement, pending approval by the County Attorney.

Section 3. The within resolution shall take effect immediately.

Moved by Legislator Moser , seconded by Legislator Nellenback , and adopted on the 2<sup>nd</sup> day of December 2025.

**RESOLUTION NO. 242 - 2025**  
**RESOLUTION AMENDING COMPENSATION PLAN**  
**WITH REFERENCE TO THE DEPARTMENT OF FIRE AND BUILDING CODES**

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

WHEREAS, the Department of Fire and Building Codes has had recent staff changes with the creation of the Code Enforcement Director and resignation of the Senior Code Enforcement Officer resulting in a current vacancy; and

WHEREAS, the County Manager, Human Resource Director, and Code Enforcement Director have reviewed the departmental structure and recommend that the vacant Senior Code Enforcement Officer position be abolished and replaced with a Code Enforcement Officer position to better meet the operational needs of the department;

NOW, THEREFORE, 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 Fire and Building Codes, for the following:

<u>ABOLISH</u>	<u>STATUS</u>	<u>RATE</u>
Senior Code Enforcement Officer	Full-Time	\$58,000 – \$82,552
<u>CREATE</u>	<u>STATUS</u>	<u>RATE</u>
Code Enforcement Officer	Full-Time	\$26.92 – \$31.81

Section 2. That this resolution shall take effect immediately.

Moved by Legislator Moser , seconded by Legislator Nellenback , and adopted on the 2<sup>nd</sup> day of December 2025.

**RESOLUTION NO. 243 - 2025**  
**RESOLUTION AUTHORIZING TRANSFER OF FUNDS**  
**Community Services**

Introduced by Legislator Jessica Moser, Chair of the Human Services Committee.

BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators hereby authorizes the following transfer of funds between the Jail and Community Services accounts to cover expenses incurred for an inmate housed at an OMH Forensic Facility, utilizing available funds budgeted within the Jail MAT account lines.

Transfer From:

A0315000 450905 Jail MAT Expenses	\$ 38,400.00
-----------------------------------	--------------

Transfer To:

A0433900 499900 Community Services OMH 730 Expenses	\$ 38,400.00
---	--------------

Section 3. This resolution shall take effect immediately.

Moved by Legislator Moser, seconded by Legislator Nellenback, and adopted on the 2<sup>nd</sup> day of December 2025.

**RESOLUTION NO. 244 - 2025**  
**RESOLUTION TO TRANSFER FUNDS**  
**Emergency Management**

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

BE IT RESOLVED, as follows:

Section 1. That the following budget transfer is hereby approved in the Contingency and Emergency Management accounts to cover the cost of one (1) Grain Bin Rescue Kit to be utilized by all Lewis County Fire Departments:

Transfer From:

A0199000 499900 Contingency	\$4,979.52
-----------------------------	------------

Transfer To:

A0454100 493500 Fire Training Tower	\$4,979.52
-------------------------------------	------------

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

Moved by Legislator Moser, seconded by Legislator Nellenback, and adopted on the 2<sup>nd</sup> day of December 2025.

**RESOLUTION NO. 245 - 2025**  
**RESOLUTION AMENDING COMPENSATION PLAN**  
**WITH REFERENCE TO THE HIGHWAY DEPARTMENT**

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

WHEREAS, the Highway Department has developed an internal Commercial Driver's License (CDL) training program that will provide employees with the on-the-job training, equipment operation experience, and testing support required to obtain licensure; and

WHEREAS, the department has two current full-time Motor Equipment Operator (MEO) vacancies and seeks to utilize this training program to promote workforce development by offering advancement opportunities for qualified seasonal laborers to participate as trainees, with the intent to promote to full-time MEO positions upon successful licensure; and

WHEREAS, this new trainee title has been reviewed with the CSEA collective bargaining unit, which has agreed to the creation of the position in support of the program;

NOW, THEREFORE, 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 Highway Department for the following:

<u>CREATE</u>	<u>STATUS</u>	<u>RATE</u>
2 - Motor Equipment Operator (MEO) Trainee	Full-Time	Grade 16 - \$19.80

Section 2. That this resolution shall take effect immediately.

Moved by Legislator Moser, seconded by Legislator Nellenback, and adopted on the 2<sup>nd</sup> day of December 2025.

**RESOLUTION NO. 246 - 2025**  
**RESOLUTION AUTHORIZING BRIDGE NY MASTER AGREEMENT**  
**BETWEEN NEW YORK STATE DEPARTMENT OF TRANSPORTATION**  
**AND LEWIS COUNTY FOR THE CONSTRUCTION PHASE OF THE**  
**FEDERAL-AID BRIDGE REPLACEMENT PROJECT (PIN 775400)**  
**KNOWN AS CR 17 (WOOD BATTLE ROAD) OVER COBB CREEK**

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

WHEREAS, a Project for the Bridge Replacement known as County Route 17 (Wood Battle Road) over Cobb Creek (PIN 775400) (the "Project") in the Town of Harrisburg, County of Lewis, is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs such program to be borne at the ration of 95% Federal Funds and 5% non-federal funds; and

WHEREAS, the County of Lewis will design, let, and construct the Project; and

WHEREAS, the County of Lewis desires to advance the Project by making a commitment of 100% of the costs for all phases (Contract # D041506).

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Lewis County Board of Legislators hereby approves the above-subject Project and authorizes the Chair of the Board of Legislators to execute the Master Agreement for the construction phase under Contract No. D041506 with NYS DOT, known as Cr 17 (Wood Battle Road) over Cobb Creek, PIN 775400 to pay in the first instance, 100% of the cost of the construction and inspection phase for the Project or portions thereof, with the understanding that qualified costs may be eligible for federal-aid, state-aid, or reimbursement from Bridge NY funds.

Section 2. The Lewis County Board of Legislators hereby agrees that the County of Lewis shall be responsible for all costs of the Project which exceed the amount of federal-aid, state-aid, or NY Bridge funding awarded to the County of Lewis.

Section 3. In the event the Project costs not covered by federal, state, and other NY Bridge funding exceed the amount appropriated above, the Board of Legislators shall convene as soon as possible to appropriate said excess amount upon notification by the Highway Supervisor thereof.

Section 4. The County of Lewis hereby agrees that construction of the Project shall begin no later than twenty-four (24) months after award and shall be completed within thirty (30) months, unless extended.

Section 5. The Chair, or in his absence, the Vice-Chair of the Lewis County Board of Legislators, is hereby authorized to execute on behalf of the County of Lewis all necessary agreements, certifications or reimbursement requests for federal and/or state-aid with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the County of Lewis' funding Project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriation therefore that are not so eligible.

Section 6. A certified copy of this Resolution shall be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project.

Section 7. The Treasurer is hereby authorized and directed to appropriate \$3,356,843.00 in the Capital Bridge Program to facilitate the construction phase under the Locally Administered Federal-Aid Process, for the Bridge Replacement on Cr 17 (Wood Battle Road) over Cobb Creek (PIN 775400) in the Town of Harrisburg. The following accounts shall be recognized to facilitate the funding of this project:

Increase Revenues:

H0512000 34590 Federal	\$ 3,189,000.00
H0512000 350310 Local	\$ 167,843.00
Project HAT	

Increase Expenditures:

H0512000 499900	\$ 3,356,843.00
Project HAT	

Section 8. The within Resolution shall take effect immediately.

Moved by Legislator Moser, seconded by Legislator Nellenback, and adopted on the 2<sup>nd</sup> day of December 2025.

**RESOLUTION NO. 247 - 2025**  
**RESOLUTION AUTHORIZING SUPPLEMENTAL AGREEMENT NO. 1 BETWEEN**  
**LEWIS COUNTY HIGHWAY DEPARTMENT AND**  
**BARTON & LOGUIDICE FOR CR 17 (WOOD BATTLE ROAD) OVER COBB CREEK**  
**BRIDGE (PIN 775400; BIN 3340150)**

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

WHEREAS, Lewis County entered into an Agreement with Barton & Loguidice (B&L) on February 4, 2022, to provide Preliminary Engineering/Design and Right-Of-Way (ROW) Incidentals Phases of the Bridge Replacement on CR 17 (Wood Battle Road) over Cobb Creek (PIN 775400; BIN 33340150) in the Town of Harrisburg, County of Lewis at a cost of \$313,000.00; and

WHEREAS, the Lewis County Highway Department (hereinafter "Highway Department") desires to enter into Supplemental Agreement No. 1 with B&L for additional engineering for the Design and Construction phases of the project for the anticipated 20-week construction duration at an additional cost of 287,000.00 as set forth in Supplemental Agreement No. 1; and

WHEREAS, the Board of Legislators wishes to authorize such services; and

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators hereby authorizes Supplemental Agreement No. 1 between the County of Lewis and Barton & Loguidice to provide additional engineering services for the Design and Construction Phases regarding the bridge replacement project identified as CR 17 (Wood Battle Road) over Cobb Creek (PIN 775400; BIN 33340150).

Section 2. The term of the Agreement is from July 6, 2023, through December 31, 2027, for the additional amount not to exceed \$287,000.00 (with 95% eligible for Federal funds and 5% non-federal funds), for a total cost of \$600,000.00 to Barton & Loguidice for this project.

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

Section 4. The within resolution shall take effect immediately.

Moved by Legislator Moser , seconded by Legislator Nellenback , and adopted on the 2<sup>nd</sup> day of December 2025.

**RESOLUTION NO. 248 - 2025**  
**RESOLUTION TO APPOINT THE NEW YORK STATE DEPARTMENT OF**  
**TRANSPORTATION RESPONSIBLE LOCAL OFFICIAL**

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

WHEREAS, New York State Department of Transportation requires that each County designate an official who has the authority to enter into legal and binding agreements with NYS DOT to progress transportation projects and grant project approvals. Examples include mayors, town supervisors, county executives, chair of the county board of supervisors, state agency commissioner, etc. The designated municipal/agency Responsible Local Official (RLO) may delegate the responsibility to another official including the highway superintendent, municipal engineer, chief financial officer, or deputy commissioner. Duties for all phases of project development may be delegated to technical experts, but the RLO maintains ultimate responsibility for the successful outcome of the project; and

WHEREAS, the County seeks to designate Lawrence L. Dolhof, Chair of the Board of Legislators as the RLO; and

WHEREAS, as the designated RLO, the Chair of the BOL seeks to name John Reed, Lewis County Superintendent of Highways as the alternate designated RLO to act in his absence or at his request;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Lewis County Board of Legislators hereby designates Lawrence L. Dolhof, Chair of the LC Board of Legislators as the Lewis County Responsible Local Official with respect to NYS DOT transportation projects.

Section 2. Lawrence L. Dolhof, as the Responsible Local Official, hereby names John Reed, LC Superintendent of Highways, as the alternate designated RLO with the authority to so act in in the Chairman's absence or at his specific request.

Section 3. This resolution shall take effect immediately.

Moved by Legislator Moser , seconded by Legislator Nellenback , and adopted on the 2<sup>nd</sup> day of December 2025.

**RESOLUTION NO. 249 - 2025**  
**RESOLUTION REAPPOINTING MEMBERS TO**  
**THE LEWIS COUNTY GENERAL HOSPITAL BOARD OF MANAGERS**

Introduced by Legislator Jessica Moser, Chair of the Human Services Committee.

WHEREAS, Section 127 of the New York State General Municipal Law provides for the establishment of a Board of Managers to oversee the general management and operation of county hospitals; and

WHEREAS, the Lewis County General Hospital Board of Managers plays a vital role in guiding hospital policy, ensuring quality patient care, and supporting the continued success and financial stability of the facility; and

WHEREAS, maintaining an experienced and engaged Board of Managers is essential to the effective governance and long-term strategic planning of Lewis County General Hospital; and

WHEREAS, Board of Managers President Michael Young has recommended the reappointments of Donald Musnicki of Watertown, New York; Jennifer L. Jones of Beaver Falls, New York; and Susan J. Ross of Lowville, New York, in recognition of their valuable service and ongoing commitment to the hospital and community;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. That pursuant to Section 127 of the General Municipal Law, the Lewis County Board of Legislators hereby reappoints the following individuals as members of the Lewis County General Hospital Board of Managers:

- Donald Musnicki, Watertown, New York
- Jennifer L. Jones, Beaver Falls, New York
- Susan J. Ross, Lowville, New York

Section 2. The term of said reappointments shall be for a period of five (5) years, commencing January 1, 2026, and expiring December 31, 2030.

Section 3. The Lewis County Board of Legislators extends its appreciation to these individuals for their continued dedication and leadership in supporting the mission and operations of Lewis County General Hospital.

Section 4. The Clerk of the Board shall forward a certified copy of this resolution to each appointee and to the Lewis County Health System.

Section 5. This resolution shall take effect immediately.

Moved by Legislator Moser, seconded by Legislator Nellenback, and adopted on the 2<sup>nd</sup> day of December 2025.

**RESOLUTION NO. 250 - 2025**  
**RESOLUTION APPOINTING TERESA HOCH TO**  
**OFFICE FOR THE AGING ADVISORY COUNCIL**

Introduced by Legislator Jessica Moser, Chair of the Human Services Committee.

WHEREAS, the Lewis County Office for Aging Advisory Council serves to advise and make recommendations on matters relating to the development and administration of programs and services for the aging population in Lewis County; and

WHEREAS, the position of District No. 4 representative to the Lewis County Office for Aging Advisory Council will become vacant as of January 1, 2026; and

WHEREAS, Teresa Hoch of Lowville, New York, has been recommended by the Director of the Lewis County Office for the Aging, Carla Hellinger, for appointment to serve as the District 4 representative; and

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Lewis County Board of Legislators hereby appoints Teresa Hoch of Lowville, New York, as the District No. 4 representative to the Lewis County Office for Aging Advisory Council to serve a three-year term.

Section 2. The term of said appointment shall be effective from January 1, 2026 through December 31, 2028.

Section 3. The Lewis County Board of Legislators expresses its appreciation to Teresa Hoch for her willingness to serve and contribute to the well-being of the aging population in Lewis County.

Section 4. The Clerk of the Board shall forward a copy of this resolution to Teresa Hoch and to the Lewis County Office for the Aging.

Section 5. This resolution shall take effect immediately.

Moved by Legislator Moser, seconded by Legislator Nellenback, and adopted on the 2<sup>nd</sup> day of December 2025.

**RESOLUTION NO. 251 - 2025**  
**RESOLUTION REAPPOINTING MEMBERS TO**  
**OFFICE FOR THE AGING ADVISORY COUNCIL**

Introduced by Legislator Jessica Moser, Chair of the Human Services Committee.

WHEREAS, the Lewis County Office for the Aging Advisory Council serves to advise and make recommendations on policies, programs, and services that support the needs and well-being of the aging population within Lewis County; and

WHEREAS, the continued engagement of dedicated community members ensures that the Office for the Aging remains responsive to the needs and priorities of older adults and their caregivers; and

WHEREAS, the Director of the Lewis County Office for the Aging, Carla Hellinger, has recommended the reappointments of Ceila Bango of District No. 1, Rose Ross of District No. 5, and John Karelus of District No. 7 to the Advisory Council;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Lewis County Board of Legislators hereby reappoints the following individuals to the Lewis County Office for the Aging Advisory Council for three-year terms:

Ceila Bango of Harrisville, New York, representing District No. 1  
Rose Ross of Lowville, New York, representing District No. 5  
John Karelus of Lowville, New York, representing District No. 7

Section 2. The terms of said reappointments shall be effective from January 1, 2026, through December 31, 2028.

Section 3. The Lewis County Board of Legislators extends its appreciation to each of these individuals for their continued commitment and valuable service to the aging community of Lewis County.

Section 4. The Clerk of the Board shall forward a certified copy of this resolution to each appointee and to the Lewis County Office for the Aging.

Section 5. This resolution shall take effect immediately.

Moved by Legislator Moser, seconded by Legislator Nellenback, and adopted on the 2<sup>nd</sup> day of December 2025.

**RESOLUTION NO. 252 - 2025**  
**RESOLUTION AUTHORIZING A RENEWAL AGREEMENT**  
**BETWEEN OFFICE FOR THE AGING AND DOUBLE PLAY COMMUNITY CENTER**  
**FOR A CONGREGATE MEAL SITE FACILITY**

Introduced by Legislator Jessica Moser, Chair of the Human Services Committee.

WHEREAS, Lewis County Office for the Aging (OFA") entered into an agreement on November 18, 2024, with Double Play Community Center, located at 5274 Outer Stowe Street, Lowville, NY, to provide a congregate site for OFA's Nutrition Program for eligible seniors in Lowville, NY; and

WHEREAS, OFA seeks to renew this agreement at the cost of \$1,600.00 per month, for a total of \$19,200.00 annually, beginning January 1, 2026, through December 31, 2027; and

WHEREAS, the Board of Legislators wishes to authorize this renewal agreement (2 years) for the services provided;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators hereby authorizes a two-year renewal agreement between the County of Lewis, obo OFA, and the Double Play Community Center, Lowville, NY to provide a congregate site for OFA's Nutrition Program for eligible seniors, at a cost of \$1,600.00 per month, for a total of \$19,200.00 annually.

Section 2. The Agreement shall take effect on January 1, 2026, and continue through December 31, 2027.

Section 3. The Chair or Vice-Chair of the Board of Legislators is hereby authorized to make, execute, seal and deliver said Agreement together with the Director of OFA, and any amendments thereto, pending approval by the County Attorney.

Section 4. The within resolution shall take effect immediately.

Moved by Legislator Moroughan, seconded by Legislator Nortz .

Legislator Frost questioned whether this was the same price as last year or if there was an increase. County Manager Tim Hunt responded that it was a 33% increase and asked Office For Aging Director Carla Hellenger to speak on the issue. She explained that she had spoken with the Double Play Community Center Executive Director Dan Myers who attributed the increase to the purchase of a new

freezer, increased utilities, and increased liability insurance. Carla cited that the new price per month increased \$400.00 over last year.

The resolution was then adopted on the 2<sup>nd</sup> day of December 2025..

**RESOLUTION NO. 253 - 2025**  
**RESOLUTION AUTHORIZING RENEWAL AGREEMENT**  
**BETWEEN LEWIS COUNTY OFFICE FOR THE AGING AND**  
**NNY SENIOR SERVICES, INC., D/B/A SENIORS HELPING SENIORS**

Introduced by Legislator Jessica Moser, Chair of the Human Services Committee.

WHEREAS, Lewis County Office for the Aging (“OFA”) is authorized to provide housekeeper/chore services, caregiver support services and respite services to persons eligible to receive said services under the New York State Office for the Aging Expanded In-Home Services for the Elderly Program, and under Titles III-B and III-E of the Older Americans Act; and

WHEREAS, NNY Senior Services, Inc., D/B/A Seniors Helping Seniors has the capability required and desires to provide housekeeping/chore and/or respite services to designated elderly residents in Lewis County that are homebound, ill, or disabled and who have been accepted into care by OFA; and

WHEREAS, the Board of Legislators wishes to authorize this renewal agreement;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators hereby authorizes the renewal Agreement between the County of Lewis, by and through the Lewis County Office For the Aging with NNY Senior Services, Inc., D/B/A Seniors Helping Seniors to provide housekeeping/chore and/or respite services to designated elderly residents in Lewis County that are homebound, ill, or disabled and who have been accepted into care by OFA.

Section 2. The term of this agreement shall be from January 1, 2026 through December 31, 2026, at a cost not to exceed \$34.00 per hour.

Section 3. The Chair or Vice-Chair of the Board of Legislators is hereby authorized to make, execute, seal and deliver said Agreement, pending approval by the County Attorney.

Section 4. The within resolution shall take effect immediately.

Moved by Legislator Moser, seconded by Legislator Nellenback, and adopted on the 2<sup>nd</sup> day of December 2025.

**RESOLUTION NO. 254 - 2025**  
**RESOLUTION AUTHORIZING OUTSIDE AGENCY CONTRACTS**  
**FOR FISCAL YEAR 2026**

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

WHEREAS, the Lewis County Board of Legislators annually enter into contractual agreements with various outside agencies to support programs and services that benefit the residents of Lewis County; and

WHEREAS, it is necessary to authorize execution of such contracts exceeding \$25,000.00 for fiscal year 2025;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Lewis County Board of Legislators hereby approves the following contracts for fiscal year 2026, in the amounts set forth below:

<u>OUTSIDE AGENCY</u>	<u>AMOUNT</u>
Cornell Cooperative Extension of Lewis County	\$373,000.00
Naturally Lewis	\$373,000.00
Lewis County Historical Society	\$40,000.00
Lewis County Soil & Water Conservation District	\$140,000.00
North Country Library	\$45,000.00

Section 2. The Chair of the Board of Legislators, or in their absence the Vice-Chair, is hereby authorized to execute and deliver said agreements and any amendments thereto on behalf of the County.

Section 3. This Resolution shall take effect immediately.

Moved by Legislator Nortz , seconded by Legislator Kalamas .

Legislator Lyndaker expressed concern about the \$373,000 allocation to Naturally Lewis and suggested reducing the number of county representatives on the board from five to one or two to promote greater organizational independence.

The resolution was then adopted on the 2<sup>nd</sup> day of December 2025.

**RESOLUTION NO. 255 - 2025**  
**RESOLUTION TO SET PUBLIC HEARING FOR PUBLIC INPUT WITH REFERENCE  
TO COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING**

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

WHEREAS, the County of Lewis is eligible to apply for 2025 New York State Community Development Block Grant Program (NYS CDBG) funding administered by the Housing Trust Fund Corporation's (HTFC) Office of Community Renewal (OCR); and

WHEREAS, the Board of Legislators wishes to obtain the views of citizens on community development, planning, public facilities, small business, and economic development needs of residents, and possible other activities, prior to the preparation of a CDBG application; and

WHEREAS, the citizen participation requirements of the programs mandate the County to conduct a public hearing prior to submission of an application for the purpose of obtaining citizens' views with the ability to respond to proposals and questions; and

WHEREAS, the public hearing must be held prior to submission of an application;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators authorizes a public hearing to be held and set for December 18<sup>th</sup>, 2025 at 10:00 a.m. at the Lewis County Courthouse Board of Legislators Chambers, 7660 North State Street, Lowville, New York 13367 to solicit the views of County of Lewis citizens regarding CDBG funding for community development, planning, public facilities, small business, and economic development needs under program year 2025 NYS CDBG funding applications, in amounts not to exceed \$1,000,000.

Section 2. Public notice of the hearing shall be advertised in accordance with law at least seven (7) days prior to the hearing date.

Section 3. The within resolution shall take effect immediately.

Moved by Legislator Moser, seconded by Legislator Nellenback, and adopted on the 2<sup>nd</sup> day of December 2025.

**RESOLUTION NO. 256 – 2025**  
**RESOLUTION AUTHORIZING AND ADOPTING THE 2025 LEWIS COUNTY**  
**HUMAN SERVICES COORDINATED TRANSPORTATION PLAN**

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

WHEREAS, in 2007, the Lewis County Transportation Task Force, a group of human services providers began meeting to discuss the transportation needs within the county. The County assigned the Lewis County Department of Economic Development and Planning to participate in the task force, review the existing transportation programs, and identify redundancies and gaps in service; and

WHEREAS, Lewis County Public Transportation (LCPT) was launched in 2009 as a direct outcome of identified needs found in the 2009 Lewis County Human Services Coordinated Transportation Plan, administered by the Lewis County Economic Development and Planning Department; and

WHEREAS, the Lewis County Planning and Community Development Department and the Lewis County Transportation Task Force prepare updates to the Plan approximately every four (4) years. The last Plan was updated in 2021. The Plan prepared is in accordance with the regulations of the Federal Transportation, Safe, Accountable, Flexible, Efficient Transportation Equity Act (SAFETEA) mandate, which requires the establishment of a locally developed, coordinated public transit-human services transportation plan for all FTA programs for underserved populations; and

WHEREAS, the Task Force has prepared an updated Plan to provide information on past and current efforts to improve community mobility and quality of life for the residents of Lewis County; and

WHEREAS, the proposed updated Plan will assist various human resource public and private agencies in Lewis County (such as Public Health, DSS, the Hospital, OFA) to service their clients; will assist all such agencies in Grant Funding application requirements; and will assist the Planning and Community Development Department in meeting requirements established by the NYS DOT; and

WHEREAS, the Lewis County Board of Legislators seeks to authorize and adopt the updated Lewis County Human Services Coordinated Transportation Plan prepared by the Planning and Community Development Department and the Lewis County Transportation Task Force;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators hereby adopts the 2025 "Lewis County Human Services Coordinated Transportation Plan", prepared by the

Lewis County Planning and Community Development Department and the Lewis County Transportation Task Force, as its updated Plan to improve community mobility and quality of life for the residents of Lewis County.

Section 2. The Planning and Community Development Department is directed to distribute the Plan to all appropriate human services organizations and agencies in Lewis County and to post a copy of the Plan on the Lewis County website.

Section 3. The within resolution shall take effect immediately.

Moved by Legislator Moser, seconded by Legislator Nellenback, and adopted on the 2<sup>nd</sup> day of December 2025.

**RESOLUTION NO. 257 - 2025**  
**RESOLUTION AUTHORIZING AGREEMENT BETWEEN THE COUNTY OF LEWIS**  
**AND SWIFTLY, INC. FOR PROGRAMMING SERVICES RELATIVE TO A LEWIS**  
**COUNTY PUBLIC TRANSPORTATION PRESENCE ON THE TRANSIT APP**

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

WHEREAS, pursuant to Resolution No. 234-2022, the County of Lewis on behalf of the Planning & Community Development Department entered into an agreement with an existing Sourcewell Vendor, SHI International to provide a vetted software vendor for real-time passenger information module along with live operation, rider alerts, and on-time performance modules for Lewis County Public Transportation presence on the Transit App. SHI identified Swiftly, Inc., with whom the County contacted for said services; and

WHEREAS, the Planning & Community Development Department seeks to renew and extend this agreement commencing December 1, 2025 through December 31, 2026, at a cost of \$21,763.80, with a 5% annual increase after 2026, if renewed; and

WHEREAS, the Board of Legislators wishes to authorize said renewal agreement for these services;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators hereby authorizes a renewal agreement from December 1, 2025 through December 31, 2026, with Swiftly, Inc., at a cost not to exceed \$21,763.80, to provide the software services necessary for Lewis County Public Transportation presence on the Transit App, as more fully set forth in their proposal form dated November 5, 2025.

Section 2. The Chair of the Board of Legislators or the Vice-Chair be and the same is hereby authorized to execute, seal and deliver such Agreement and any amendments thereto, upon such terms as may be approved by the County Attorney.

Section 3. The within resolution shall take effect immediately.

Moved by Legislator Moser, seconded by Legislator Nellenback, and adopted on the 2<sup>nd</sup> day of December 2025.

**RESOLUTION NO. 258 - 2025**  
**RESOLUTION REAPPOINTING MEMBER TO**  
**PLANNING BOARD**

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

WHEREAS, the Lewis County Planning Board is charged with reviewing and providing recommendations on land use, zoning, and development matters that have countywide or intermunicipal significance; and

WHEREAS, the Board of Legislators recognizes the importance of maintaining a knowledgeable and experienced membership on the Planning Board to ensure the continued sound planning and growth of Lewis County; and

WHEREAS, the term of John Lehman of Croghan, New York, as member of the Lewis County Planning Board is due to expire on December 31, 2025; and

WHEREAS, Mr. Lehman has expressed a willingness to continue serving and has been recommended for reappointment;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. That the Board of Legislators hereby reappoints John Lehman of Croghan, NY as a member of the Lewis County Planning Board to serve a three-year term.

Section 2. That the term of said appointment shall be effective from January 1, 2026 through December 31, 2028.

Section 3. The Lewis County Board of Legislators extends its appreciation to this individual for their continued commitment and valuable service to the Lewis County Planning Board.

Section 4. The Clerk of the Board shall forward a certified copy of this resolution to the appointee and to the Lewis County Planning & Community Development Department.

Section 5. That this resolution shall take effect immediately.

Moved by Legislator Moser, seconded by Legislator Nellenback, and adopted on the 2<sup>nd</sup> day of December 2025.

**RESOLUTION NO. 259 - 2025**  
**RESOLUTION AUTHORIZING AGREEMENT**  
**BETWEEN THE PROBATION DEPARTMENT, THE DEPARTMENT OF SOCIAL**  
**SERVICES, AND RUBENZAHL, KNUDSEN & ASSOCIATES PSYCHOLOGICAL**  
**SERVICES, P.C.**

Introduced by Legislator Jessica Moser, Chair of the Human Services Committee.

WHEREAS, the County of Lewis, on behalf of the Lewis County Probation Department (“LCPD”) and the Lewis County Department of Social Services (“LCDSS”) wishes to enter into an Agreement with Rubenzahl, Knudsen & Associates Psychological Services, P.C. (“RKA”); and

WHEREAS, the LCPD is charged by law to provide sex offender evaluations, counseling services for individuals, psychological evaluations, and treatment for juvenile delinquents/adolescent offenders when required; and

WHEREAS, the LCDSS is charged by law to provide rehabilitative and supportive services to families whose children have been named in an indicated child abuse and/or maltreatment report, or who have been assessed at risk of foster care placement, or who are in foster care and whose placements can be shortened through the provision of such services detailed below, provided by RKA; and

WHEREAS, the Board of Legislators wishes to accept such services;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators hereby authorizes an agreement between the Lewis County Probation Department, Lewis County Department of Social Services, and Rubenzahl, Knudsen & Associates Psychological Services, P.C., to provide sex offender evaluations, counseling services for individuals or families, attachment parenting classes, psychological evaluations, and treatment for juvenile delinquents/adolescent offenders when required.

Section 2. The term of this agreement shall be January 1, 2026 through December 31, 2026 at the following fee rates:

- \$100.00 per session for group therapy
- \$140.00 per hour for individual or family therapy
- \$125.00 per hour for case consultation
- \$150.00 per session, to include RKPS presence at monthly clinical treatment team meeting, if applicable
- \$1,100.00 per person for attachment parenting class (10-Week Class)
- \$160.00 per hour sex offender evaluation

- \$175.00 per hour for psychological evaluations
- \$225.00 per hour for QI Assessment (duration 9-12 hours)
- \$250.00 per hour for expert court testimony including preparation and travel
- \$25.00 per page for official letters
- \$300.00 per hour expedited evaluation
- Missed Appointments: \$140.00 per individual session  
\$350.00 regular evaluation  
\$600.00 for expedited evaluation

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

Section 4. The within Resolution shall take effect immediately.

Moved by Legislator Moser, seconded by Legislator Nellenback, and adopted on the 2<sup>nd</sup> day of December 2025.

**RESOLUTION NO. 260 - 2025**  
**RESOLUTION REAPPOINTING MEMBERS TO**  
**THE LEWIS COUNTY HEALTH SERVICES ADVISORY COMMITTEE**

Introduced by Legislator Jessica Moser, Chair of the Human Services Committee.

WHEREAS, the Lewis County Health Services Advisory Committee provides guidance, recommendations, and oversight to ensure the delivery of quality health services to the residents of Lewis County; and

WHEREAS, the Committee plays a critical role in advising the Board of Legislators and County health officials on matters related to public health programs, healthcare policies, and the planning and administration of county health services; and

WHEREAS, the continued participation of experienced and dedicated professionals ensures the effectiveness of the Health Services Advisory Committee in meeting the needs of the community; and

WHEREAS, the reappointments of Dr. Brian Roggie of Lowville, New York, and Dr. Sarah Zeger of Lowville, New York, have been recommended in recognition of their expertise, commitment, and valuable contributions to the Committee;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Lewis County Board of Legislators hereby reappoints the following individuals to the Health Services Advisory Committee for four-year terms:

- Dr. Brian Roggie, Lowville, New York
- Dr. Sarah Zeger, Lowville, New York

Section 2. The term of said reappointments shall be effective from January 1, 2026, through December 31, 2029.

Section 3. The Lewis County Board of Legislators expresses its appreciation to these individuals for their continued service and dedication to improving health services and public health outcomes in Lewis County.

Section 4. The Clerk of the Board shall forward a certified copy of this resolution to each appointee and to the Lewis County Public Health Department.

Section 5. This resolution shall take effect immediately.

Moved by Legislator Moser , seconded by Legislator Nellenback , and adopted on the 2<sup>nd</sup> day of December 2025.

**RESOLUTION NO. 261 - 2025**  
**RESOLUTION UPDATING APPOINTMENTS TO THE LEWIS COUNTY**  
**RAIL TRAIL ADVISORY COMMITTEE and SUBCOMMITTEES**

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

WHEREAS, in support of the County's purchase of and development of the rail corridors for public, multi-use recreational trails and activities, the Board authorized an agreement to engage with ALTA for their expertise in developing a Master Plan for the project; and

WHEREAS, pursuant to Resolution No. 279-2023, the Board of Legislators authorized the formation of and appointments to the County's Advisory Committee and Subcommittees, with the Advisory Committee, the Marketing/ Branding and Economic & Health Benefits Subcommittees having worked preliminarily with ALTA on specific tasks prior to final closing on the rail purchase; and

WHEREAS, an updated list of appointments/reappointments is warranted with the two-year passage of time, and the current reengagement of ALTA to develop the Master Plan for the project with the input of the committee, subcommittees and any other community engagement and appointments which may follow;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Lewis County Board of Legislators hereby updates the appointments/reappointments to the Lewis County Rail Trails Advisory Committee and Subcommittees to work with ALTA in the Master Plan for the rail trail as follows:

A. The following individuals are hereby appointed or reappointed as members of the Lewis County Rail Trail Advisory Committee for an indefinite term:

Lewis County Legislator Chair – Lawrence Dolhof  
Lewis County Manager – Timothy Hunt  
Lewis County Planning & Community Development Director – Casandra Buell  
Lewis County Highway Superintendent – John Reed  
Lewis County Attorney – Joan McNichol  
Lewis County Treasurer – Eric Virkler  
Lewis County Recreation, Forestry, and Parks Director – Jackie Mahoney

B. The following individuals are hereby appointed or reappointed as members of the Lewis County Rail Trail Marketing and Branding Subcommittee for an indefinite term, along with the Rail Trail Advisory Committee:

Lewis County Legislator – Thomas Kalamas

Naturally Lewis Director of Tourism – Kristen Aucter  
Naturally Lewis Programs & Partnership Director – Jenna Lorraine  
Naturally Lewis Executive Director – Joanne Witt  
Lewis County Community Engagement Specialist – Kaylee Rhodes  
Real Estate Agent – Calvin Campany

C. The following individuals are hereby appointed or reappointed as members of the Lewis County Rail Trail Economic & Health Benefits Subcommittee for an indefinite term, along with the Rail Trail Advisory Committee:

Lewis County Legislator – Jessica Moser  
Lewis County Public Health Director – Ashley Waite  
Lewis County Community Services Director – Anna Platz  
Lewis County Office For Aging Director – Carla Hellinger  
Planned Parenthood of the North Country Ex. Dir. – Crystal Collette

Section 2. The Lewis County Board of Legislators may, by Resolution, make amendments to the appointments, including the addition of community members to the subcommittees once a skeletal Master Plan draft has been developed and public meetings with community members are scheduled.

Section 3. The within resolution shall take effect immediately.

Moved by Legislator Frost, seconded by Legislator Moser.

Chairman Dolhof explained that the appointment updates made were mostly due to employees who are no longer with the County, for instance Ryan Piche is no longer the County Manager, so it was updated to reflect Tim Hunt who is the current County Manager.

Legislator Lyndaker voiced his concern that there should be local landowners who have property along the rail trail appointed to the committee and subcommittees. Chairman Dolhof responded that ALTA, as part of the process, will be holding many public hearings for input.

County Attorney Joan McNichol pointed out that in Section 2 of the resolution it states that the addition of community members can be made once a skeletal Master Plan draft has been developed and public meetings with community members are scheduled.

Legislator Kalamas asked if ALTA would identify different people in the community to help be part of these subcommittees and County Manager Tim Hunt confirmed that they would. He went on to state that the contract with ALTA states that there will be direct reach out to all adjacent landowners as well as public meetings.

Legislator Nortz requested that funding for the Rail Trail Project be part of the County Treasurer's monthly report going forward now that it is active.

The resolution was then adopted on the 2<sup>nd</sup> day of December 2025.

**RESOLUTION NO. 262 - 2025**  
**FIXING DATE OF PUBLIC HEARING ON LOCAL LAW**  
**(INTRODUCTORY LOCAL LAW NO. 8 - 2025), COUNTY OF LEWIS**

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

WHEREAS, there will be presented and introduced at a meeting of this Board of Legislators to be held on December 2, 2025, a proposed Local Law entitled "A LOCAL LAW AMENDING AND REPLACING LOCAL LAW NO. 6-2019: "A LOCAL LAW IMPOSING A TAX ON OCCUPANTS OF HOTEL OR MOTEL ROOMS AND OTHER SHORT TERM ROOM RENTALS IN LEWIS COUNTY";

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. A public hearing will be held on December 18, 2025, at 10:00 a.m., before the Lewis County Board of Legislators on the Second Floor Board Room at the Lewis County Courthouse, New York, 7660 North State Street, Lowville, New York.

Section 2. 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 Moser , seconded by Legislator Nellenback , and adopted on the 2<sup>nd</sup> day of December 2025.

**RESOLUTION NO. 263 - 2025**  
**RESOLUTION REAPPOINTING WENDY MOSER TO**  
**REGION 6 FISH AND WILDLIFE MANAGEMENT BOARD**

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

WHEREAS, Title 5, Section 11-0501 of the NYS Environmental Conservation Law established a Fish and Wildlife Management Practices Cooperative Program, which includes the commissioning of a Regional Fish and Wildlife Management Board; and

WHEREAS, the purpose of the Regional Fish and Wildlife Management Board is to promote the development and management of fish and wildlife resources on a regional basis through cooperation between state agencies, counties, and local sportsmen; and

WHEREAS, each participating county is authorized to appoint a representative to serve on the Regional Fish and Wildlife Management Board to ensure local input and participation in regional conservation efforts; and

WHEREAS, Wendy Moser of Glenfield, New York, has expressed a willingness to continue serving in this capacity;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. That the Lewis County Board of Legislators hereby reappoints Wendy Moser of Glenfield, New York, as the Lewis County Sportsmen's Representative member of the Region 6 Fish and Wildlife Management Board for a two-year term.

Section 2. That the term of said appointment shall be effective from January 1, 2026 through December 31, 2027.

Section 3. The Lewis County Board of Legislators extends its appreciation to this individual for their continues commitment and valuable service to the Fish and Wildlife Management Board.

Section 4. The Clerk of the Board shall forward a certified copy of this resolution to the appointee and to the Recreation, Forestry & Parks Department.

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

Moved by Legislator Moser, seconded by Legislator Nellenback, and adopted on the 2<sup>nd</sup> day of December 2025.

**RESOLUTION NO. 264 - 2025**  
**RESOLUTION AUTHORIZING INTER-MUNICIPAL AGREEMENT(S)**  
**BETWEEN THE LEWIS COUNTY RECREATION, FORESTRY & PARKS**  
**DEPARTMENT AND CERTAIN TOWNS/VILLAGES, AND AGREEMENTS BETWEEN**  
**THE COUNTY AND SNOWMOBILE CLUBS FOR CONTROL OF SNOW AND ICE AT**  
**WINTER RECREATION 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, pursuant to Resolution No. 148-2024 the Lewis County Highway Department entered into Intermunicipal Agreements with certain Towns and Villages to provide snow removal on the County Road System and parking lots in consideration of payments by the County for said services.

WHEREAS, the Director of Recreation, Forestry, and Parks, in consultation with the Highway Superintendent has agreed to take over the responsibility of payments for certain winter recreation parking lots throughout the Towns and Villages and seeks to enter into intermunicipal agreements with the Towns and Villages in an effort to keep the parking lots clear and safe during the winter snow seasons; and

WHEREAS, the Director of Recreation, Forestry, & Parks also seeks to enter into agreements with certain snowmobile clubs to plow said winter recreation parking lots; and

WHEREAS, the Lewis County Director of Recreation, Forestry & Parks met with the Highway Superintendents for the Towns and Villages in Lewis County, and Club Presidents to discuss terms and rates for snow and ice removal and treatment for the winter recreation parking facilities in their respective jurisdictions. Each municipality and club is willing to perform such services in consideration of reimbursement at certain rates per square foot as herein set forth, with a 4% annual increase and an option to opt out of the agreement by May 1 of each year. For the 2025/2026 season the municipalities and clubs plowing winter recreation parking lots will receive a square foot reimbursement rate of \$0.0624/sq.ft.; and

WHEREAS, the Agreement(s) shall be annual commencing in or about October 2025 through April 2026, with automatic renewals unless either party notifies the other in writing by May 1<sup>st</sup> of each year of the intention to terminate and opt-out for the following year(s).

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 winter recreation parking facilities with such Towns and Villages as the Lewis County Director of Recreation, Forestry & Parks deems appropriate, in accordance with the service reimbursement schedule as set forth above, and an opt out notice provision.

Section 2. The Lewis County Board of Legislators authorizes Agreement(s) with certain snowmobile clubs to control the snow and ice removal of certain winter recreation parking lots as the Director of Recreation, Forestry & Parks deems appropriate, in accordance with the service reimbursement schedule as set forth above, with an opt out notice provision.

Section 3. The first-year rate, commencing October 2025 through April 30, 2026, is \$0.0624 per square foot for snow removal of designated parking lots with an automatic annual renewal and an annual 4% increase. The obligation to opt out of the renewal must be received by the Director of Recreation, Forestry, & Parks by May 1<sup>st</sup> of each year.

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 Director of Recreation, Forestry, & Parks, pending approval by the County Attorney.

Section 5. The within Resolution shall take effect immediately.

Moved by Legislator Moser, seconded by Legislator Nellenback, and adopted on the 2<sup>nd</sup> day of December 2025.

**RESOLUTION NO. 265 - 2025**  
**RESOLUTION TO APPROPRIATE**  
**FOR SNOWMOBILE TRAIL PROGRAM**  
**For 2025-2026 Season**

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

BE IT RESOLVED, as follows:

Section 1. The following appropriation adjustments are hereby authorized within the Snowmobile Trails account to reflect the 2025-2026 Snowmobile Trail Grant Award:

Increase Revenue:

A0714100 338202 State Aid	\$346,000.00
---------------------------	--------------

Increase Expenditure:

A0714100 499900 Expense	\$346,000.00
-------------------------	--------------

Section 2. The funds shall be distributed to the Snowmobile Association upon receipt.

Section 3. The within resolution shall take effect immediately.

Moved by Legislator Moser, seconded by Legislator Nellenback, and adopted on the 2<sup>nd</sup> day of December 2025.

**RESOLUTION NO. 266 - 2025**  
**RESOLUTION AUTHORIZING A RENEWAL AGREEMENT BETWEEN**  
**LEWIS COUNTY SHERIFF'S DEPARTMENT**  
**& BLACK CREEK INTEGRATED SYSTEMS CORPORATION**

Introduced by Legislator Jessica Moser, Chair of the Human Services Committee.

WHEREAS, the County of Lewis on behalf of the Lewis County Sheriff's Department entered into a 2025 renewal agreement with Black Creek Integrated Systems Corporation ("Black Creek") to provide computer software maintenance and support for the program Sally-Port NY that the Lewis County Jail uses as a management system for the collection of data pertaining to inmates; and

WHEREAS, the Lewis County Sheriff's Department seeks to enter into another renewal agreement with Black Creek for continuation of the inmate database software system and add "Watch Tour Manager" software to configure and record electronic tracking of watch tours, commencing January 1, 2026 through December 31, 2026 at a total cost of \$28,530.00 (\$24,590.00 for maintenance & support of Inmate Database software and \$3,940.00 for Watch Tour Manager software); and

WHEREAS, the Board of Legislators wishes to accept such services;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators hereby authorizes a renewal Agreement between the County of Lewis, by and through the Lewis County Sheriff's Department and Black Creek Integrated Systems Corporation for maintenance and support of the Inmate Database software and Watch Tour Manager software systems.

Section 2. This is for the term commencing January 1, 2026 through December 31, 2026, in an amount not to exceed \$28,530.00 (\$24,590.00 for maintenance & support of Inmate Database software and \$3,940.00 for Watch Tour Manager software).

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

Section 4. The within resolution shall take effect immediately.

Moved by Legislator Moser, seconded by Legislator Nellenback, and adopted on the 2<sup>nd</sup> day of December 2025.

**RESOLUTION NO. 267 - 2025**  
**RESOLUTION AUTHORIZING AGREEMENTS BETWEEN**  
**LEWIS COUNTY DEPARTMENT OF SOCIAL SERVICES AND THE**  
**COUNTY LAW DEPARTMENT FOR LEGAL SERVICES AND**  
**REPRESENTATION IN FAMILY COURT CHILD WELFARE MATTERS,**  
**CHILD SUPPORT ENFORCEMENT PROCEEDINGS AND**  
**COLLECTION AND RECOVERY MATTERS**

Introduced by Legislator Jessica Moser, Chair of the Human Services Committee.

WHEREAS, pursuant to § 397 of the Social Services Law, the Department of Social Services (the "Department") is responsible to initiate and/or defend cases deemed necessary in the Family Court for adjudication with regard to children considered to be neglected or abused; to institute proceedings against a parent or adult for neglect or abuse of a child; for voluntary placements, foster care placements, extensions of placement, and custody determination of placement rights; and placements that may result from Juvenile Delinquencies (J.D.); and

WHEREAS, under Section 454 of the Federal Social Security Act, Section 111 (h), 352, and 352 (a) of the Social Services Law of the State of New York, and the rules and regulations promulgated by the State Department of Social Services, the Department is responsible through its Child Support Enforcement Unit for the establishment of paternity, locating of absent parents, and the enforcement and collection of support from legally responsible relatives for persons applying for or receiving Aid to Dependent Children; and

WHEREAS, the Department is also responsible for the collection of overpayments or recovery of assets in certain programs where financial support to Lewis County citizens has been provided; and

WHEREAS, pursuant to County Law § 501, the County Attorney is responsible for prosecuting and defending all civil actions and proceedings brought by or against the County, and in that capacity, the Law Department is responsible to provide legal representation for the LC DSS in all Family Court matters. The County Attorney and Law Department also have the expertise to provide legal collection services on behalf of the Department in its collection and recovery matters and to represent the Department in Adult Protective Services matters; and

WHEREAS, it is economically and organizationally feasible for the Department to contract with the County Attorney's office for the performance of these services and to enter into agreements for same;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Lewis County Board of Legislators hereby authorizes Agreements by and between the Department of Social Services and the Law Department whereby the County Attorney shall provide legal representation to the Department on family court matters, child support enforcement proceedings, collection of overpayments or recovery of assets in certain programs that provide financial support to Lewis County citizens, and adult protective proceedings.

Section 2. The Agreements shall provide for reimbursement to the County Attorney's Office for the cost of providing such legal representation, including without limitation, personnel services, supervision, support services, expert fees, and related office expenses. The parties understand that reimbursement is premised on Federal and State statutes, law, rules and regulations. The Department agrees to keep the County Attorney informed of changes in reimbursement methodology mandated by law, rules or regulations of the State and Federal Government for such expenditures.

Section 3. The term of these Agreements shall be from January 1, 2026 through December 31, 2026. Compensation for legal representation on neglect, abuse, foster care, custody, J.D.'s and related Family Court matters shall be \$185,219; child support enforcement legal representation services shall be \$88,993; and compensation for collection and recoveries shall be \$36,114.

Section 4. The Chair or Vice-Chair of the Board of Legislators, along with the Commissioner of the Lewis County Department of Social Services and the County Attorney be and the same are hereby authorized to make, execute, seal and deliver said Agreements, and any amendments thereto.

Section 5. The within Resolution shall take effect immediately.

Moved by Legislator Moser , seconded by Legislator Nellenback , and adopted on the 2<sup>nd</sup> day of December 2025.

**RESOLUTION NO. 268 - 2025**  
**RESOLUTION TO TRANSFER FUNDS**  
**Solid Waste**

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

BE IT RESOLVED, as follows:

Section 1. The following budget transfer within the Solid Waste Department is hereby authorized to cover unanticipated vehicle repair expenses, utilizing unspent funds originally budgeted for equipment acquisition:

Decrease Expenditure:

ES 816000 223300 SW Vehicle Expense	\$ 18,499.00
-------------------------------------	--------------

Increase Expenditure:

ES 816000 470100 SW Vehicle Repairs	\$ 18,499.00
-------------------------------------	--------------

Section 2. The within resolution shall take effect immediately.

Moved by Legislator Moroughan , seconded by Legislator Frost , and adopted on the 2<sup>nd</sup> day of December 2025.

**RESOLUTION NO. 269 - 2025**  
**RESOLUTION REAPPOINTING MEMBERS TO**  
**LEWIS COUNTY TRAFFIC SAFETY BOARD**

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

WHEREAS, the Lewis County Traffic Safety Board was established in accordance with Section 167 of the New York State Vehicle and Traffic Law to promote and coordinate programs aimed at reducing traffic accidents and improving highway safety throughout the county; and

WHEREAS, the Board serves as an advisory body to the Lewis County Board of Legislators and other agencies involved in traffic safety, transportation planning, and public awareness initiatives; and

WHEREAS, the continued service of knowledgeable and experienced individuals is essential to maintaining an effective and collaborative Traffic Safety Board; and

WHEREAS, the reappointments of Robert Mackenzie, Lewis County Emergency Management Director; Jennifer Maracchion, Lewis County Emergency Management Assistant; and Craig Ortlieb, New York State Department of Transportation Representative, have been recommended to ensure the ongoing expertise and coordination necessary for effective traffic safety planning and education;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. That the Lewis County Board of Legislators hereby reappoints the following individuals as members of the Lewis County Traffic Safety Board:

- Robert Mackenzie, Lewis County Emergency Management Director, Lowville, New York
- Jennifer Maracchion, Lewis County Emergency Management Assistant, Lowville, New York
- Craig Ortlieb, NYS Department of Transportation Representative, Lowville, New York

Section 2. The term of said reappointments shall be for a period of three (3) years, effective January 1, 2026, through December 31, 2028.

Section 3. The Lewis County Board of Legislators expresses its appreciation to these individuals for their continued service and commitment to promoting roadway safety and public awareness throughout Lewis County.

Section 4. The Clerk of the Board shall forward a certified copy of this resolution to each appointee and to the Lewis County Emergency Management Department.

Section 5. This resolution shall take effect immediately.

Moved by Legislator Moser, seconded by Legislator Nellenback, and adopted on the 2<sup>nd</sup> day of December 2025.

**RESOLUTION NO. 270 - 2025**  
**RESOLUTION AUTHORIZING APPROPRIATION OF FUNDS**  
**Capital Project**

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

BE IT RESOLVED as follows:

Section 1. The Lewis County Board of Legislators hereby authorizes the appropriation of funds in the amount of \$28,905, representing proceeds received from the online auction sale of miscellaneous County equipment and property. Said funds shall be credited to the Capital Equipment Reserve Account and made available for future capital acquisitions.

Increase Revenue:

H0990100 350310	County Share Revenue HAD	\$28,905.00
-----------------	--------------------------	-------------

Increase Expenditure:

H0990100 499900	HAD Capital Expenditures	\$28,905.00
-----------------	--------------------------	-------------

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

Moved by Legislator Moser, seconded by Legislator Nellenback, and adopted on the 2<sup>nd</sup> day of December.

**RESOLUTION NO. 271 - 2025**  
**RESOLUTION AUTHORIZING THE COUNTY TREASURER**  
**TO MAKE NECESSARY BUDGET TRANSFERS**

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

BE IT RESOLVED, as follows:

Section 1. The Board of Legislators hereby authorizes the Lewis County Treasurer to make all necessary interfund and departmental budget transfers required to properly close the financial records for the 2025 fiscal year.

Section 2. This resolution shall take effect immediately.

Moved by Legislator Moser, seconded by Legislator Nellenback, and adopted on the 2<sup>nd</sup> day of December.

**RESOLUTION NO. 272 - 2025  
UPDATED DESIGNATION OF DEPOSITORIES FOR 2026**

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

WHEREAS, Section 212 of County Law, Section 10 of General Municipal Law, and the County's Investment Policy provide that the Board of Legislators shall designate one or more depositories for the deposit of all monies received by the County Treasurer, and shall specify the maximum amount which may be kept on deposit in each depository; and

WHEREAS, the County Treasurer has requested that the Board of Legislators update the authorized maximum deposit amounts for each designated depository for County funds;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Lewis County Board of Legislators hereby designates the following banks, banking associations, and trust companies as official depositories for County of Lewis funds in 2026, with maximum authorized deposit limits as indicated below:

Community Bank N.A.	\$40,000,000
JP Morgan Chase Bank	\$30,000,000
RBC Wealth Management	\$20,000,000
Chemung Canal Trust Company	\$20,000,000
NYCLASS	\$20,000,000
NY Muni Trust	\$20,000,000
Modern Banking Group	\$20,000,000
Metropolitan Bank	\$10,000,000
Customers Bank	\$10,000,000
IDB Bank	\$10,000,000
KeyBanc Capital Markets	\$10,000,000

Section 2. The Clerk of the Board is hereby authorized and directed to file a certified copy of this resolution with the Lewis County Clerk.

Section 3. This resolution shall take effect immediately.

Moved by Legislator Moser , seconded by Legislator Nellenback , and adopted on the 2<sup>nd</sup> day of December 2025.

**RESOLUTION NO. 273 - 2025**  
**RESOLUTION TO APPROPRIATE FUNDS FOR**  
**WORKFORCE INNOVATION AND OPPORTUNITY ACT**

Introduced by Legislator Jessica Moser, Chair of the Human Service Committee.

BE IT RESOLVED, as follows:

Section 1. That the following funds are hereby appropriated for Program Year 2025, covering the period July 1, 2025 through June 30, 2027, for the Adult and Dislocated Worker Programs in accordance with the Notice of Obligational Authority (NOA#PY-25-2 and PY25-3), issued July 31, 2025, by the New York State Department of Labor:

Increase Expenditures:

**DISLOCATED WORKER**

CD629100.110100	Wages	\$	43,234.69
CD629100.801000	Retirement	\$	2,511.00
CD629100.803000	FICA	\$	2,082.00
CD629100.804000	Compensation	\$	243.00
CD629100.806000	Health Insurance	\$	11,862.00
CD629100.807000	Dental Insurance	\$	160.00
CD629100-490900	Contractual	\$	0.04

**ADULT**

CD629200.110100	Wages	\$	38,770.21
CD629200.801000	Retirement	\$	4,086.38
CD629200.803000	FICA	\$	2,700.00
CD629200.804000	Compensation	\$	312.00
CD629200.806000	Health Insurance	\$	15,579.00
CD629200.807000	Dental Insurance	\$	243.00

Increase Revenue:

CD629300.347910	WIA REVENUE	\$	121,783.32
-----------------	-------------	----	------------

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

Moved by Legislator Moser , seconded by Legislator Nellenback , and adopted on the 2<sup>nd</sup> day of December 2025.

**RESOLUTION NO. 274 - 2025**  
**RESOLUTION IN SUPPORT OF THE WHOLE MILK FOR HEALTHY KIDS ACT**

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

WHEREAS, the Whole Milk for Healthy Kids Act of 2025 seeks to restore the option for schools participating in the National School Lunch Program to serve whole, reduced-fat (2%), low-fat, and fat-free milk, in both flavored and unflavored varieties; and

WHEREAS, current federal regulations limit schools to offering only fat-free and low-fat (1%) milk, resulting in decreased milk consumption among students and the loss of important nutritional benefits provided by milk; and

WHEREAS, milk is a vital source of calcium, vitamin D, protein, potassium, and other essential nutrients necessary for children's growth, bone development, and overall health; and

WHEREAS, research and practical experience have shown that many students prefer the taste of whole and reduced-fat milk, and that restoring these options will encourage higher milk consumption and better overall nutrition among school-aged children; and

WHEREAS, providing flexibility in milk choices will also benefit New York's dairy producers — a cornerstone of the state's agricultural economy — by supporting local farms and sustaining rural communities such as those in Lewis County; and

WHEREAS, the Whole Milk for Healthy Kids Act of 2025 has received broad bipartisan support in Congress and reflects a common-sense approach to enhancing school nutrition while supporting local agriculture;

NOW, THEREFORE, BE IT RESOLVED that:

Section 1. The Lewis County Board of Legislators salutes the United States Senate for their bipartisan votes in support of the Whole Milk for Healthy Kids Act, and urges the US House of Representatives to vote in favor of the Act and forward to the President to sign into law.

Section 2. The Clerk of the Board is directed to forward certified copies of this resolution to the United States Secretary of Agriculture, New York's United States Congressional Representatives, the Governor of the State of New York, the New York State Commissioner of Agriculture and Markets, and the New York State Commissioner of Education.

Section 3. This resolution shall be effective immediately upon adoption.

Moved by Legislator Moroughan , seconded by Legislator Moser , and adopted on the 2<sup>nd</sup> day of December 2025.

OTHER BUSINESS:

Legislator Kalamas moved to enter executive session for updates on labor negotiations at 5:26 p.m., seconded by Legislator Leviker, and carried.

Legislator Frost moved to enter regular session at 5:52 p.m., seconded by Legislator Nellenback, and carried.

There being no other business to come before the Board, Legislator Nortz moved to adjourn the meeting at 5:53 p.m., seconded by Legislator Frost, and carried.