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**LEWIS COUNTY BOARD OF LEGISLATORS  
GENERAL SERVICES COMMITTEE MEETING  
January 20, 2026**

**Present:**

Legislator Joshua Leviker, Chair  
Legislator Thomas Osborne, Vice Chair  
Legislator Jeffrey Nellenback

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**CALL TO ORDER**

Legislator Leviker called the meeting to order at 1:04 p.m.

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**APPROVAL OF MINUTES**

Legislator Leviker moved to approve the minutes of the November 18, 2025, General Services Committee meeting as submitted.  
Motion seconded by Legislator Osborne and carried.

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**Building Automation**

Presenter: *Matthew O'Connor, Supervisor of Buildings & Grounds*

Supervisor O'Connor focused on the functionality and challenges of the Siemens HVAC system in the DSS building, while highlighting the importance of temperature monitoring and the 24/7 alert system. He pointed out issues related to the system's voting mechanism, which can create conflicts in temperature preferences among occupants, leading to inefficiencies. Comparisons were made with the stateside building's HVAC setup, which allows for more effective room-by-room temperature control, prompting considerations for an upgrade to improve flexibility and efficiency, despite the invasive nature of the process.

Additionally, Supervisor O'Connor described the monitoring system for freezers and generators that sends email alerts for temperature breaches and generator failures, enabling prompt responses to issues. He emphasized the value of tracking trends for diagnosing problems and enhancing system performance, while also discussing upcoming enhancements to control systems at various locations, including the DMV, and the potential integration of AI for improved management and communication.

## 2026 General Services Committee Goals

Presenter: *Timothy Hunt, County Manager*

County Manager Hunt focused on establishing goals for 2026, addressing the challenges posed by flat revenue and the necessity for SMART goals. He reviewed carryover goals from 2025, which included stabilizing ambulance services and revamping property maintenance laws. New proposals included a target of a 15% increase in property maintenance compliance and the development of a long-term waste management plan.

County Manager Hunt highlighted the need for updated emergency action plans for all buildings and discussed the potential for a countywide water sharing plan, stressing the importance of engaging with local towns.

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## DRAFT RESOLUTIONS

### Draft Resolution No. 1

**Approving updates and revisions to the Comprehensive Emergency Management Plan (CEMP) and its appendices, as proposed by the Director of Emergency Management Services, to comply with state requirements and local needs.**

Motion: Legislator Leviker moved that this draft resolution be forwarded to the full Board of Legislators for action.

Motion was seconded by Legislator Nellenback and carried.

Vote: AYE – 3    NAY – 0        Recuse/Abstain - None

### Draft Resolution No. 2

**Authorizing supplemental Agreement No. 2 for additional engineering services for PE/Design and Construction Support phases of the Marshey Road Bridge replacement project, at an added cost of \$397,000.00 (80% federal, 20% local), bringing the total to \$731,000.00.**

Motion: Legislator Leviker moved that this draft resolution be forwarded to the full Board of Legislators for action.

Motion was seconded by Legislator Osborne and carried.

Vote: AYE – 3    NAY – 0        Recuse/Abstain - None

### **Draft Resolution No. 3**

**Authorizing Lewis County to accept real property acquired by NYS DOT for the Kotel Road culvert replacement project and authorizing execution of agreements under Contract No. D041006.**

Motion: Legislator Leviker moved that this draft resolution be forwarded to the full Board of Legislators for action.

Motion was seconded by Legislator Osborne and carried.

Vote: AYE –3 NAY –0 Recuse/Abstain -None

### **Draft Resolution No. 4**

**Adopting the Lewis County Non-Motorized Winter Recreation Plan as an official planning document to guide future development, grant applications, and partnerships for non-motorized winter recreation activities.**

Motion: Legislator Leviker moved that this draft resolution be forwarded to the full Board of Legislators for action.

Motion was seconded by Legislator Nellenback and carried.

Vote: AYE –3 NAY –0 Recuse/Abstain -None

### **Draft Resolution No. 5**

**Setting a public hearing on March 3, 2026, at 5:00 p.m., regarding the proposed additional of approximately 580 feet to the Lewis County OHV Trail System on property owned by the Jeffrey G. Nellenback Irrevocable Trust.**

Motion: Legislator Leviker moved that this draft resolution be forwarded to the full Board of Legislators for action.

Motion was seconded by Legislator Osborne. There was not a majority of the committee so no action could be taken.

Vote: AYE –2 NAY –0 Recuse/Abstain – Legislator Nellenback

### **Draft Resolution No. 6**

**Introductory Local Law No. 1-2026 “Permitting ATV/OHV Operation on a 2.1 mile segment of Byrons Corners Road (CR 49) in the Town of West Turin to maintain trail connectivity.” and setting the public hearing on March 3, 2026, at 5:00 p.m.**

Motion: Legislator Leviker moved that this draft resolution be forwarded to the full Board of Legislators for action.

Motion was seconded by Legislator Nellenback and carried.

Vote: AYE –3 NAY –0 Recuse/Abstain -None

### **Draft Resolution No. 7**

**Introductory Local Law No. 2-2026 “Permitting ATV/OHV Operation on approximately 3.4 miles of Fish Creek Road (CR47) in the Towns of West Turin and Lewis to connect existing OHV trails.” and setting the public hearing on March 3, 2026, at 5:00 p.m.**

Motion: Legislator Leviker moved that this draft resolution be forwarded to the full Board of Legislators for action.

Motion was seconded by Legislator Osborne and carried.

Vote: AYE –3 NAY –0 Recuse/Abstain -None

### **Draft Resolution No. 8**

**Reappointing Brian Reape of Denmark, New York, to the Lewis County Soil and Water Conservation District Board of Directors for a three-year term effective February 4, 2026, through December 31, 2028.**

Motion: Legislator Leviker moved that this draft resolution be forwarded to the full Board of Legislators for action.

Motion was seconded by Legislator Osborne and carried.

Vote: AYE –4 NAY –0 Recuse/Abstain -None

### **Draft Resolution No. 9**

**Authorizing an interfund loan of \$184,000.00 from the County’s General Fund to Solid Waste Equipment Fund for the purchase of a Heavy-Duty Class B Road Tractor (total cost \$230,891.32). Solid Waste will contribute \$46,891.32 in 2026 and replay the loan in four**

**annual installments of \$46,000.00 starting in May 2027, per a Memorandum of Understanding, with no interest and prepayment allowed.**

Motion: Legislator Leviker moved that this draft resolution be forwarded to the full Board of Legislators for action.

Motion was seconded by Legislator Nellenback and carried.

Vote: AYE – 3    NAY – 0        Recuse/Abstain - None

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## **ADJOURNMENT**

There being no further business to come before the Committee, Legislator Leviker moved to adjourn the meeting at 1:37 p.m.

Motion seconded by Legislator Osborne and carried.

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Respectfully submitted,  
*Cassandra Moser*  
Clerk of the Board