

TO: Ian Gilbert, Chair; Richard Chartrand, Vice-Chair; Andrea Moroughan; Phil Hathway; and Josh Leviker.

FROM: Ryan Piche, County Manager

DATE: January 12, 2023

SUBJECT: General Services Committee Agenda

Please let this correspondence serve as notification that the General Services Committee will meet on Tuesday, January 17th at 1:00 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 November 15, 2022 committee minutes if no amendments.

Presentations / Discussion Items:

1. Current Project Change Orders – Jim & Nick Garito, K&T Construction & Consulting Co., Inc. (20 minutes)

Draft Resolutions:

1. Authorizing agreements between Lewis County Highway Department, Lewis County Solid Waste Department, Lewis County Recreation, Forestry and Parks Department, and Lewis County Buildings and Grounds Department with the Lewis County General Hospital Occupational Medicine for random employee drug and alcohol testing.
AYE ____ NAY ____
2. Authorizing agreement with Trane U.S. Inc. for Courthouse Building automation system control upgrades at a cost of \$29,862.00
AYE ____ NAY ____
3. Appropriating funds in the County Highway Department in the amount of \$130,000.00 for Enterprise Vehicle lease payment and \$442,000.00 for various annual equipment lease payments.
AYE ____ NAY ____
4. Authorizing just compensation for acquisition of easements in the right-of-way for bridge replacement project CR 21 over Gulf Stream in the amount of \$2,000.00 for the permanent easement and \$200.00 a year for a temporary two-year easement.
AYE ____ NAY ____

5. Authorizing agreement between the Probation Department and Berkshire Farm Center & Services for Youth for the provision of non-secure detention services when required at a per diem rate of \$545.00.
AYE ____ NAY ____
6. Authorizing agreement between the Probation Department and Rubenzhal, Knudsen & Associates Psychological Services, P.C. to provide sex offender evaluations and counseling services for individuals, and psychological evaluations and treatment for juvenile delinquents/adolescent offenders.
AYE ____ NAY ____
7. Establishing NYS SEQRA Review as Lead Agency and Negative Declaration with respect to proposed county acquisition of rail line corridors.
AYE ____ NAY ____
8. Awarding bid and authorizing agreement between the County of Lewis and GYMO Architectural, Engineering, and Land Surveying DPC for the PSB Parking Lot Renovation project in the amount of \$74,400.00.
AYE ____ NAY ____

Motions:

1. Move to accept the 2023 proposed General Services Committee Goals.

Executive Session:

Informational Items:

1. Monthly Department reports aren't required this month because the 2022 Annual Reports are due at the end of this month.

If any committee member has inquiries regarding agenda items, please do not hesitate to contact me.

cc: Buildings & Grounds
Code Enforcement/Junkyards
District Attorney
Fire & Emergency Management
Highway
Probation

Public Defender
Recreation, Forestry, & Parks
Recycling & Solid Waste
Sheriff's Office
Weights & Measures

RESOLUTION NO. __ - 2023

**RESOLUTION AUTHORIZING AGREEMENTS BETWEEN
LEWIS COUNTY HIGHWAY DEPARTMENT, LEWIS COUNTY SOLID WASTE
DEPARTMENT, LEWIS COUNTY RECREATION, FORESTRY AND PARKS
DEPARTMENT, AND LEWIS COUNTY BUILDINGS AND GROUNDS DEPARTMENT
WITH LEWIS COUNTY GENERAL HOSPITAL OCCUPATIONAL MEDICINE**

Introduced by Legislator Ian Gilbert, Chair of the General Services Committee.

WHEREAS, the Lewis County Highway Department, Lewis County Solid Waste Department, Lewis County Recreation, Forestry and Parks Department and Lewis County Buildings and Grounds Department wish to enter into Agreements with Lewis County Health System Occupational Medicine for the purpose of random employee drug and alcohol testing for employees subject to same; and

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

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. That the Lewis County Board of Legislators hereby authorizes Agreements between the Lewis County Highway Department, Lewis County Solid Waste Department, Lewis County Recreation, Forestry and Parks Department and Lewis County Buildings and Grounds Department with Lewis County General Hospital Occupational Medicine for the purpose of random employee drug and alcohol testing for employees subject to same.

Section 2. That this is for the term beginning January 1, 2023 and ending December 31, 2023 for the Company/Consortium Pricing Package at a rate of \$150.00 per employee, a 36% increase from 2022. Additional fees will apply for "post-accident"; "reasonable suspicion"; and "follow-up drug and alcohol testing as well as onsite testing" as follows: DOT Drug Screen – \$110.00; Breath Alcohol Test – \$25.00; Breath Alcohol Confirmation Test – \$25.00; Onsite Testing – \$50.00 and after hours testing - \$200.00.

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

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

RESOLUTION NO. __ - 2023

**RESOLUTION AUTHORIZING AGREEMENT WITH TRANE U.S. INC. FOR
COURTHOUSE BUILDING AUTOMATION SYSTEM CONTROL UPGRADES**

Introduced by Legislator Ian Gilbert, Chair of the General Services Committee.

WHEREAS, Trane U.S. Inc. ("Trane") with offices located at 15 Technology Place, East Syracuse, NY 13057, installed and maintains the HVAC System for the Lewis County Courthouse Building; and

WHEREAS, the current building automation controllers are antiquated and require replacement with upgraded system controls; and

WHEREAS, Trane has presented a proposal to remove and replace the (2) existing building control units, and install its Tracer SC⁺ System to modernize the control system and improve functionality, at a cost of \$29,862.00; and

WHEREAS, the Board of Legislators wishes to authorize this agreement for upgraded services and equipment;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. That the Lewis County Board of Legislators hereby authorizes an agreement with Trane U.S. Inc. to replace and install two (2) building control units together with its upgraded control system known as the Tracer SC⁺, with all other software and equipment for remote access and training at a cost of \$29, 862.00, for the Courthouse Building.

Section 2. That the Chair or Vice-Chair of the Board of Legislators is hereby authorized to make, execute, seal and deliver such Agreement, upon such terms and conditions approved by the County Attorney.

Section 3. That this Resolution shall take effect immediately.

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

RESOLUTION NO. __ - 2023

**RESOLUTION TO APPROPRIATE FUNDS
County Highway Department**

Introduced by Legislator Ian Gilbert, Chair of the General Services Committee.

BE IT RESOLVED as follows:

Section 1. That the following 2023 budget transfer take place in the Highway Department Accounts for the lease payments on the Enterprise Vehicles, funds will be transferred from Project HAD Capital Equipment H0990100 499900:

Increase Revenue:

DM513000 350310	\$130,000.00
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Increase Expenditure:

DM513000 223400	\$130,000.00
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Section 2. That the following 2023 budget transfer take place in the Highway Department Accounts for the various annual lease payments, funds will be transferred from Project HAD Capital Equipment H0990100 499900:

Increase Revenue:

DM513000 350310	\$442,000.00
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Increase Expenditure:

DM513000 223300	\$442,000.00
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Section 3. That the within resolution shall take effect immediately.

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

RESOLUTION NO. __ - 2023

**RESOLUTION AUTHORIZING JUST COMPENSATION
FOR ACQUISITION OF EASEMENTS IN THE RIGHT-OF-WAY
FOR BRIDGE REPLACEMENT PROJECT- (PIN 7753.94)
(CR 21 OVER GULF STREAM – BIN 10239780)**

Introduced by Legislator Ian Gilbert, Chair of General Services Committee.

WHEREAS, the County authorized the bridge repair and replacement project known as the “CR 21 over Gulf Stream” in the Town of Pinckney, referred to as PIN# 7753.95, BIN 10239780 with Federal and State funding; and

WHEREAS, the replacement of the bridge requires acquisition of easements from landowners adjacent to the Bridge over the Gulf Stream in order for the Highway Department to have right-of-way access; a permanent easement to 1,368 +/- square feet of real property (of which 319 +/- sq. ft. is underwater) of a portion of the lands owned by Paul King and known as tax map no. 171.04-01-07.0, on CR 21 adjacent to the Bridge over Gulf Stream, in order for the County Highway Department to have right-of-way access; and

WHEREAS, the bridge repair right-of-way consultant, RK Hite & Co, Inc., has identified, reviewed and appraised two (2) adjacent parcels which require a portion of same to provide either a temporary or permanent easement for access to the Right-of-Way. The parcels, type of easement, and compensation for same are as follows:

Parcel # & Owner	Easement Type/Description	Compensation
171.04-01-07.0 - King	Permanent – to 1,368sq ft (319 sq ft being underwater) adjacent to the bridge	\$2,000.00
171.04-02-11.0 - Wasser	Temporary 2 yrs – to 5,303 sq ft (684 sq ft being underwater) adjacent to the bridge	\$200.00 for 2 yrs

WHEREAS, in recommending that Lewis County acquire these easements in the right-of-way for this bridge, and pay the compensation as set forth above, the County has considered the Federal Highway Administration and NYS DOT guidelines for right-of-way acquisitions; and

WHEREAS, the Superintendent of Highways requests that the Board of Legislators authorize the acquisition of the above identified easements of a portion of the parcels of land from the owners named, their successors or assigns, at the amounts set forth;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators hereby establishes and authorizes the payment of \$2,000 for the permanent easement and \$200.00 for the temporary easement to the landowners of the identified parcels named above in the Town of Pinckney for the portions of land for the County's right-of-way rights adjacent to the bridge known as "CR 21 over Gulf Stream" in the Town of Pinckney, referred to as PIN# 7753.95, and as depicted on the maps drawn for each easement.

Section 2. The Lewis County Board of Legislators authorizes the permanent and temporary easement acquisitions, with the compensation for same to be charged against Bridge Project PIN #7753.95.

Section 3. That the Chairman of the Board, or Vice-Chairman in his absence, be and is hereby authorized and directed to execute all necessary agreements and documents in connection with acquiring these easements from the identified property owners, as approved as to form by the County Attorney.

Section 4. That the Superintendent of Highways is authorized to execute the acquisition map required for filing of the easements, upon review by the County Attorney.

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

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

RESOLUTION NO. __ - 2023

**RESOLUTION AUTHORIZING AGREEMENT
BETWEEN THE PROBATION DEPARTMENT AND
BERKSHIRE FARM CENTER & SERVICES FOR YOUTH**

Introduced by Legislator Ian Gilbert, Chair of the General Services Committee.

WHEREAS, Berkshire Farm Center and Services for Youth (“Agency”) is a non-secure detention center authorized by the New York State Office of Children and Family Services to provide non-secure detention services; and

WHEREAS, the Lewis County Probation Department wishes to enter into an agreement with this Agency to utilize their services for a non-secure detention center, when required by Probation;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. That the Lewis County Board of Legislators hereby authorizes an agreement between the County of Lewis, by and through the Probation Department, and Berkshire Farm Center and Services for Youth for the provision of non-secure detention services when required.

Section 2. That the term of this agreement shall be from January 1, 2023 through December 31, 2023 at a per diem rate for an unreserved bed of \$545.00.

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

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

RESOLUTION NO. __ - 2023

RESOLUTION AUTHORIZING AGREEMENT BETWEEN DEPARTMENT OF PROBATION AND RUBENZAHL, KNUDSEN & ASSOCIATES PSYCHOLOGICAL SERVICES, P.C.

Introduced by Legislator Ian Gilbert, Chair of the General Services Committee.

WHEREAS, the Lewis County Probation Department ("LCPD") wishes to enter into an Agreement with Rubenzahl, Knudsen & Associates Psychological Services, P.C., to provide sex offender evaluations and counseling services for individuals and psychological evaluations and treatment for juvenile delinquents/adolescent offenders when required; and

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

NOW, THEREFORE, BE IT RESOLVED, as follows:

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

Section 2. That the term of this agreement shall be January 1, 2023 through December 31, 2023 at the following fee rates:

SEX OFFENDER ASSESSMENT AND THERAPY	PSYCHOLOGICAL SERVICES FOR JUVENILE DELINQUENTS
\$75.00 per session for group therapy	\$100.00 per hour for therapy
\$120.00 per hour for individual therapy	\$125.00 per hour for psychological evaluations
\$140.00 per hour sex offender evaluation	\$75.00 per hour for clients receiving group treatment
	\$175.00 per hour for expert court testimony
	\$90.00 per session, to include RKPS presence at monthly clinical treatment team meeting if applicable

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

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

RESOLUTION NO. __ - 2023

RESOLUTION ESTABLISHING NEW YORK STATE SEQRA REVIEW AS LEAD AGENCY AND NEGATIVE DECLARATION WITH RESPECT TO PROPOSED COUNTY ACQUISITION OF RAILLINE CORRIDORS

Introduced by Legislator Ian Gilbert, Chair of the General Services Committee.

WHEREAS, pursuant to Resolution No. 226-2022, the Lewis County Board of Legislators set forth its preliminary approval to acquire the primarily inactive and unused identified railroad corridors from Mohawk, Adirondack & Northern Railroad Corporation (MA&N) and the Lowville & Beaver River Railroad Company (L&BR) for public purposes and uses, after years of attempted negotiations and more recently in settlement of pending legal action under the County's potential taking under eminent domain; and

WHEREAS, pursuant to Resolution No. 332-2022, the County preliminarily classified the proposed acquisition of the approximately 31 miles of railroad corridor holdings as a Type I action under SEQRA with its intention to serve as lead agency purposes in a coordinated review under a SEQRA Full Environmental Assessment Form (FEAF) required for a Type I action of this proposed acquisition; and

WHEREAS, timely notices to all required approval and/or interested agencies of the County's intention to serve as lead agency under the action was sent by the County Attorney along with copies of Part I of the FEAF for acquisition; and

WHEREAS, the Lewis County Board of Legislators has been provided with the FEAF (Parts 1, 2 & 3), prepared by the County Attorney, Director of Lewis County Soil & Water, and with the assistance of Planning Department personnel, which identifies any relevant areas of environmental concern to review, consider and answer all relevant sections; and

WHEREAS, after having reviewed and answered all relevant provisions of the FEAF, and having considered the recommendations of its legal consultants, the county attorney and Director of Soil and Water, the Board of Legislators seeks to conclude that the acquisition of the rail lines is of no significant impact under SEQRA;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Lewis County Board of Legislators by this resolution hereby declares itself to be the lead agency under the State Environmental Quality Review Act and the regulations promulgated thereunder for purposes of determining the environmental impact of the acquisition of primarily unused and inactive rail line corridors hereinabove described.

Section 2. The name of the project is Acquisition of the Rail line corridor parcel lines from Lowville to Carthage; Lowville to Croghan/Beaver River, Village of Lowville and Lyons Falls, and is comprised of approximately 48 separate parcels, totaling approximately 281 acres. The action is the purchase of the current inactive and out-of-service rail line corridor parcels from MA&N and L&BR for the purpose of keeping the corridors for public use.

Section 3. The Lewis County Board of Legislators hereby determines that the Project is a "TYPE I" action as defined in NYCRR 617.4.

Section 4. Review of Part 2 of the FEAF results in the determination that the Project will not have a significant negative effect on the environment and therefore, a Negative Declaration is hereby adopted, along with Parts 2 & 3 of the FEAF as documented in the FEAF, a copy of which is attached.

Section 5. The Lewis County Board of Legislators hereby orders the filing of this Negative Declaration in accordance with 6 NYCRR Part 617.12.

Section 6. The Lewis County Board of Legislators hereby authorizes the Chairman, Vice-Chairman or the County Manager to execute the FEAF and any other related SEQRA documents and forms to give effect to this resolution, upon review by the County Attorney.

Section 7. This resolution shall take effect immediately.

Moved by Legislator ____, seconded by Legislator ____, and adopted by the following roll call vote:

AYES:

NAYS:

ABSENT:

RESOLUTION NO. __ - 2023

**RESOLUTION AWARDING BID AND AUTHORIZING AGREEMENT BETWEEN THE
COUNTY OF LEWIS AND GYMO ARCHITECTURAL, ENGINEERING, & LAND
SUEYING DPC FOR THE
PSB PARKING LOT RENOVATION PROJECT**

Introduced by Legislator Ian Gilbert, Chair of the General Services Committee.

WHEREAS, the Lewis County Director of Buildings and Grounds sent out a Request for Proposals to qualified companies for design and construction administration services in the repair and renovation of the PSB parking lot, as more fully described in the RFP; and

WHEREAS, bid proposals were returnable on December 8, 2022 at 2:00 pm, at which time they were opened with the Purchasing Director, Deputy Clerk of the Board, County Attorney and Director of Buildings and Grounds present; and

WHEREAS, the two (2) bids received were reviewed and analyzed by the Director of Buildings & Grounds in consultation with the County Manager, with the Director recommending that the bid be awarded to GYMO, 18969 US Rte 11, Watertown, NY 13601, as the qualified, responsive low bidder in the amount of \$74,400.00 for design and construction administration professional services as more fully set forth in the bid proposal dated December 8, 2022;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Lewis County Board of Legislators hereby awards the bid for parking lot renovation and improvements at the PSB pursuant to the RFP, to the qualified low bidder, GYMO, of Watertown, NY 13601 in the amount of \$74,400.00 (Concept Development- \$16,200; Geotechnical Allowance - \$7,500; Design - \$31,000; Bidding - \$6,000; and Construction Administration - \$13,700).

Section 2. That the Lewis County Board of Legislators hereby authorizes a contract to be entered into with GYMO, for the identified professional services in each listed phase in accordance with the specifications, conditions, start and completion dates set forth in the RFP.

Section 3. That the Chairman, or Vice-Chairman of the Board of Legislators is hereby authorized to make, execute, seal and deliver such Agreement and any amendments thereto, upon such terms and conditions as may be approved by the County Attorney.

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

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