
**LEWIS COUNTY BOARD OF LEGISLATORS
GENERAL SERVICES COMMITTEE MEETING
April 28, 2026**

Present:

Legislator Joshua Leviker, Chair
Legislator Thomas Osborne, Vice Chair
Legislator Vincent Nortz
Legislator Jeffrey Nellenback
Legislator Michael Hanno

CALL TO ORDER

Legislator Leviker called the meeting to order at 1:00 PM

APPROVAL OF MINUTES

Motion: Legislator Leviker moved to approve the minutes of March 31, 2026, General Services Committee meeting as submitted.

Motion seconded by Legislator Hanno and carried.

Vote: AYE – 5 NAY – 0 Recuse/Abstain – None

Lewis County Fairgrounds Economic Impact

Presenter: *Matt O'Connor, Lewis County Agricultural Society President and Rachel Lisk, Lewis County Fair Manager*

Matt O'Connor opened the presentation, explaining his dual role with the county and the fairgrounds. He noted that the fair recently participated in a New York State Association of Agricultural Affairs initiative to conduct both local and statewide economic impact studies, which provided valuable insights.

The Lewis County Fair is governed by 24 directors, 29 associate directors, and 17 emeritus directors who remain active. A junior fair board, developed by Fair Manager Rachel Lisk, engages youth starting at age 14 and helps build future leadership.

The fair is held annually during the third full week in July and aims to promote agriculture, youth development, and public education through exhibits, livestock, and events. The fairgrounds are used year-round for various activities, including sporting events, markets, ice skating, and community events.

Statewide, fairs contribute significantly to the economy, supporting approximately 5,000 jobs, generating \$265 million in labor income, and \$749 million in total sales. Locally, the Lewis County Fair generates about \$4 million in direct spending, supports roughly 75 jobs, contributes \$1.8 million in labor income, and drives \$5.2 million in total sales.

Attendance is estimated at around 40,000 annually, with a notable portion coming from outside the county. Due to the lack of gate tracking, attendance estimates are supplemented using Placer.ai mobile data, showing approximately 35,800 unique visitors with repeat attendance averaging 1.58 visits and an average stay of 170 minutes.

Attendance trends indicate peak days on Friday (rodeo) and Saturday (demolition derby), with strong vendor and parking activity. Demographic data shows the largest attendee group is age 55+, followed by ages 35–44.

Visitor data also highlights spending patterns, with attendees frequently visiting gas stations, fast food locations, and retail stores before and after the fair, demonstrating broader economic impact.

The fairgrounds host numerous additional events throughout the year, including fundraisers, festivals, Farm Safety Day, Food Truck Fridays, private events, and DMV road tests. Past and potential events (e.g., eclipse viewing, Renaissance Festival, and fall festivals) further expand community engagement and economic activity. The 2026 fair is scheduled for July 21–25.

Constableville Complete Streets Projects

Presenter: Casey Dickinson, BCA Principal Engineer and Jeremy Glen, BCA Associate Director of Transportation

Casey Dickinson of BCA Architects & Engineers introduced the project team and provided an overview of the West Main Street (County Route 52) Complete Streets Project in the Village of Constableville. The project is being coordinated alongside the village's water infrastructure improvements, allowing multiple agencies to collaborate, reduce duplication of work, and maximize funding efficiency.

The project corridor spans approximately 1,900 feet from the main intersection near Route 26 to the village limits. Planned improvements include full-depth road reconstruction, installation of new curbing, sidewalks (primarily on the north side), stormwater infrastructure, and water main upgrades. Additional features include improved intersection design with a curved traffic island, added on-street parking, snow storage areas, and bioretention systems for stormwater management.

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The design aims to enhance traffic flow, pedestrian safety, drainage, and overall streetscape aesthetics while supporting local businesses and community facilities such as the library, post office, and ice rink.

The total project cost is estimated at approximately \$2.5 million, including construction, engineering, and administrative expenses. The apparent low construction bid of \$1.98 million was submitted by Powis Contracting. Funding sources include a \$500,000 Empire State Development County Infrastructure Grant (50% match) and additional support through New York State Department of Transportation CHIPS funding.

Project scheduling includes bid opening (April 23), pending award and contract execution, and anticipated construction start in July. Substantial completion is expected by November, with final restoration extending into spring 2027.

The project emphasizes coordination with the village's water system upgrades to avoid future rework and reflects a broader strategy to align infrastructure investments with smart growth principles and long-term community development.

DRAFT RESOLUTIONS

Draft Resolution No. 1

Appropriating \$60,000 from the 2026 Fund Balance to cover unanticipated increases in natural gas and propane costs for County buildings for the next 6-months. Funds will be distributed across multiple departmental accounts as needed. The Buildings and Grounds Director has identified the shortfall due to rising energy costs, and the County Manager and Treasurer recommend the transfer with ongoing monthly review. Any unused funds will be returned to the Fund Balance at year-end.

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

Motion was seconded by Legislator Hanno and carried.

Vote: AYE – 5 NAY – 0 Recuse/Abstain – None .

Draft Resolution No. 2

Awarding a contract to Wilcox Sealing & Paving, LLC for the replacement of the Lewis County Courthouse parking lot at a cost not to exceed \$92,135.50. The project, scheduled for summer 2026, exceeded initial budget estimates, requiring a \$43,000 transfer from Contingency to supplement the \$50,000 already allocated in the Capital Project Budget.

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 – 5 NAY – 0 Recuse/Abstain – None .

Draft Resolution No. 3

Directing the demolition and removal of a burned and collapsed structure located in the Town of Martinsburg that has been deemed unsafe and a public hazard by the County Code Enforcement Officer. The property owner's estate administrator or mortgage holder is ordered to secure, remove debris, and remediate the site within 60 days. If they fail to comply, the County is authorized to carry out the work and assess all associated costs against the property.

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 – 5 NAY – 0 Recuse/Abstain – None .

Draft Resolution No. 4

Authorizing an amendment to the professional services agreement with BCA Architects and Engineers for the Village of Constableville roadway and complete streets project on County Route 52. The amendment adds services including resident project representation, right-of-way assistance, and permitting support at an additional cost not to exceed \$133,000, bringing the total contract to \$378,000, with costs eligible for CHIPS reimbursement.

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

Motion was seconded by Legislator Nortz and carried.

Vote: AYE – 5 NAY – 0 Recuse/Abstain – None .

Draft Resolution No. 5

Appropriating \$187,700 in the Highway Department budget to reflect revenue received from the sale of surplus equipment. The funds will be reallocated to the machinery and vehicle expense line for equipment needs within the department.

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

Motion was seconded by Legislator Hanno and carried.

Vote: AYE – 5 NAY – 0 Recuse/Abstain – None .

Draft Resolution No. 6

Awarding a contract to Bronze Contracting, LLC for the demolition and removal of a condemned structure at 8401 Erie Canal Road in the Town of New Bremen. The contract cost is not to exceed approximately \$10,730, with total project costs, including testing, monitoring, and disposal fees, expected to remain under \$20,000 and funded through the HAL Property Cleanup account.

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

Motion was seconded by Legislator Hanno and carried.

Vote: AYE – 5 NAY – 0 Recuse/Abstain – None .

Draft Resolution No. 7

Accepting and appropriating \$200,000 in FY 2026–2027 DCJS grant funding for public defense services, including Discovery Reform and Supplemental Aid programs. The resolution authorizes distribution of funds to contracted providers — Lewis Defenders (75%), McClusky Law Firm (20%), and the Assigned Counsel Panel (5%) — and directs the County Treasurer to allocate and disburse funds in accordance with grant requirements.

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

Motion was seconded by Legislator Nortz and carried.

Vote: AYE – 5 NAY – 0 Recuse/Abstain – None .

NEW BUSINESS

Awarding the bid & contract for the Constableville Complete Streets Project

Legislator Leviker reported that the sealed bid results of the West Main Street Constableville Complete Streets Project RFP were opened on Thursday, April 23rd and have been analyzed

and reviewed by Lewis County Highway Superintendent and BCA Architects & Engineers. Based on this information, a draft resolution has been prepared and distributed to the General Services Committee for consideration.

Draft Resolution No. 8

Authorizing Lewis County to award the contract for the West Main Street Complete Streets Project in Constableville to Powis Contracting, Inc., the lowest responsive bidder, in an amount not to exceed \$1,983,120. The project includes roadway reconstruction, drainage improvements, sidewalks, and related infrastructure. The contract award follows a competitive bidding process with seven bids received and reviewed by the County and its consulting engineer. The Chair of the Board is authorized to execute all necessary documents, contingent upon receipt and approval of required insurance, bonding, and compliance documentation.

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 – 5 NAY – 0 Recuse/Abstain – None .

“Railroad Easements” – Timothy Hunt, County Manager

County Manager Tim Hunt presented on railroad easements acquired by the county, explaining that these easements allow utilities, municipalities, and other entities to cross the railroad corridor for infrastructure such as pipes and wires. It was noted that a third-party contractor working for the former railroad owner (GBT) recently issued bills in error, and municipalities were advised not to pay, as the county now owns the railroad.

The Village of Lowville was identified as the primary municipality affected, currently paying approximately \$10,000 annually for multiple easements, primarily for sewer infrastructure. The Board was asked to consider whether to continue charging municipalities for easements or potentially waive those fees.

Discussion highlighted that easement records are inconsistent and require further research to determine who has historically been charged. Larger utility companies (e.g., Niagara Mohawk, Charter) have typically been charged, while smaller or minor easements often have not.

Legislators expressed interest in consulting directly with affected municipalities before making a decision. It was clarified that suspending fees would not eliminate the easements themselves, and the county would retain the authority to reinstate charges in the future. Options such as nominal fee agreements (e.g., \$1 contracts) were also mentioned for consideration.

Additional discussion noted that easements exist in other towns, though not always involving municipalities, and that further review is underway to clarify ownership, usage, and billing practices.

No formal action was taken. The matter will be revisited following additional research and consultation with municipalities, including the Village of Lowville.

ADJOURNMENT

There being no further business to come before the Committee, Legislator Leviker moved to adjourn the meeting at 1:46 PM, seconded by Legislator Hanno and carried.

Respectfully submitted,
Cassandra Moser
Clerk of the Board