



OFFICE OF THE BOARD OF
LEGISLATORS
7660 North State Street
Lowville, NY 13367
P: 315-376-5355
F: 315-376-5445

Lawrence L. Dolhof
Chairman
larrydolhof@lewiscounty.ny.gov

Cassandra Moser
Clerk of the Board
cassandramoser@lewiscounty.ny.gov

TO: Media

FROM: Cassandra Moser, Clerk of the Board

DATE: March 1, 2024

The Board of Legislators will meet on **Tuesday, March 5, 2024 at 5:00 p.m.** in the Courthouse 2nd Floor Legislative Board Chambers, Lowville, NY. Enclosed are proposed resolutions for action. Any other business may be conducted.

There will be a public hearing for comments on:

- The proposed addition of approximately 3.5 miles of trails to the Lewis County OHV Trail System.

The meetings will be streamed live on the YouTube channel "Lewis County" listed as:

<https://www.youtube.com/c/LewisCountyNY>

7660 North State Street • Lowville, NY 13367 • 315-377-2000 • lewiscountyny.gov

Lewis County is an equal opportunity provider and employer. Complaints of discrimination should be made known to the Lewis County Board of Legislators.

RESOLUTION NO. 43 - 2024

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 \$3,902,239.79 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 __, seconded by Legislator __, and adopted pursuant to the following roll call vote:

AYES:

NAYS:

ABSENT:

RESOLUTION NO. 44 - 2024

**RESOLUTION AUTHORIZING AGREEMENT WITH CREDO TO TEMPORARILY
OCCUPY SPACE IN THE COUNTY'S BUILDING LOCATED AT 7714 NUMBER
THREE ROAD, LOWVILLE, NY AND APPROPRIATING FUNDS FOR 2024
OPERATIONAL EXPENSES**

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

WHEREAS, the Lewis County, through the Community Services Director, DSS and Sheriff's Department, has contracted with Credo Community Center for the Treatment of Additions (Credo") to provide outpatient substance abuse treatment services and counseling services for Lewis County residents, as well as medical addiction treatment (MAT) services for incarcerated individuals in the Lewis County Jail; and

WHEREAS, Mountainview Prevention Services (MVPS) was the entity previously occupying 7714 Number Three Road, Lowville, NY, when providing outpatient substance abuse treatment services for County residents. Upon Mountainview's formal dissolution in December, 2023, the County took over full maintenance and operation of this property and building; and

WHEREAS, the Director of Buildings and Grounds has estimated the annual costs of maintaining and operating the property and building for continued use and occupation to be \$66,000.00; and

WHEREAS, Credo has been occupying approximately 50% of the building pursuant to an agreement with Mountainview which terminated the end of December, 2023. Credo seeks to continue temporary occupancy of that same space through 2024, or until Credo moves into the Lowville Commons building with TLS; whichever event first occurs; and

WHEREAS, the Buildings and Grounds and Community Services Directors seek to have the Board authorize an occupancy agreement with Credo to continue the use of the current space it occupies in the 7714 Number Three Road premises for 2024, with Credo to reimburse the County for its proportionate share of the operational expenses of the building and premises, i.e., \$30,000.00, payable in monthly installments of \$2,500 retroactive to January 1, 2024; and for the Board to authorize appropriation of the funds;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Lewis County Board of Legislators hereby authorizes an agreement with CREDO to occupy a portion of the space of the County's building

located at 7714 Number Three Road, Lowville, NY through December, 2024 or upon Credo relocating to the Lowville Commons with TLS; whichever event first occurs. The terms of the agreement shall include, but not be limited to Credo paying to the County the sum of \$2,500.00 per month, retroactive to January 1, 2024, as and for Credo’s proportional share of the maintenance and operational costs and expenses of the building and property.

Section 2. That the following budget appropriations are hereby approved to establish expenditure funds for maintenance and upkeep of the Mountain View Prevention Services building and property on the Number Three Road in Lowville. The funding for this will be obtained from a Community Services reserve account and from expected shared operational cost and expense revenues from Credo, occupant of a part of the building.

Decrease:
A0 063101 Due to NYS Mental Health \$ 36,000.00

Increase Revenue:
A0162800 324550 Shared Contribution Costs #3 Road \$ 30,000.00

Increase Expenditures:
A0162800 290900 Misc Equipment \$ 19,000.00
A0162800 430300 Electric 13,000.00
A0162800 430400 Fuel 5,000.00
A0162800 430500 Water 2,800.00
A0162800 460100 Rep and Maintenance grounds 7,000.00
A0162800 440901 IT Service Costs 1,500.00
A0162800 460300 Building Repairs 3,000.00
A0162800 460500 Equipment Repairs 2,000.00
A0162800 440700 Supplies 1,500.00
A0162800 490100 Professional Services 10,200.00
A0162800 490900 Miscellaneous 1,000.00

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

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

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

RESOLUTION NO. 45 - 2024

**RESOLUTION AWARDING BID AND AUTHORIZING AGREEMENT
BETWEEN THE COUNTY OF LEWIS AND DAN'S HAULING & DEMO, INC. FOR
DEMOLITION AND SITE CLEANUP OF THE CONDEMNED PROPERTY
IN THE VILLAGE OF PORT LEYDEN
(7091 WEST MAIN STREET, PORT LEYDEN)**

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

WHEREAS, pursuant to resolution number 120-2023 the Board of Legislators directed the demolition, removal, and site cleanup of Tax Map No. 353.12-02-14.000, 7091 West Main Street, in the Village of Port Leyden, as an unsafe structure and danger to the community, upon the owner's failure to remedy the unsafe structure. The owner has failed to take any action to remedy; and

WHEREAS, the County sent out an RFP for proper demolition and removal. Eight (8) bids were received and opened on February 9, 2024 at 2:30 pm. After careful review of the bids, the Code Enforcement Officer recommends that the Board award the contract to the lowest bidder, Dan's Hauling & Demo, Inc. of Wynantskill, NY, to provide the demolition and removal services at a cost of \$27,000.00 according to the terms and specifications as set forth in the RFP; and

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. That the Lewis County Board of Legislators hereby authorizes and approves an Agreement with Dan's Hauling & Demo. Inc., with offices at PO Box 409 Wynantskill, New York 12198, to provide demolition, proper removal and site cleanup for Tax Map No. 353.12-02-14.000, 7091 West Main Street, Port Leyden, NY, in accordance with the terms and conditions of the RFP and all Federal, State and Local laws and regulations, at a cost of \$27,000.00.

Section 2. That the Lewis County Board of Legislators authorizes said agreement to include all conditions, requirements and terms recommended by the County Attorney, with the services to be undertaken and completed on or before April 31, 2024.

Section 3. That the Lewis County Board of Legislators authorizes the County to pay the tipping fee costs for removal of the hazardous material and debris and any air monitoring testing expenses required for proper demolition and removal.

Section 4. That the Chair or Vice-Chair of the Board of Legislators is hereby authorized to make, execute, seal and deliver such Agreements and any non-financial

amendments or change orders thereto, upon review and approval by the County Attorney.

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

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

RESOLUTION NO. 46 - 2024

**RESOLUTION APPOINTING MEMBER TO
ALCOHOL & SUBSTANCE ABUSE SUBCOMMITTEE OF
COMMUNITY SERVICES BOARD**

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

WHEREAS, the Lewis County Services Board Alcohol & Substance Abuse Subcommittee shall have nine members appointed by the Board of Legislators pursuant to Mental Hygiene Law § 41.11;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. That the Board of Legislators hereby appoints Karen Boliver of Lowville, NY as a member of the Alcohol & Substance Abuse Subcommittee to fulfill an expired term that has been vacant since January 1, 2024.

Section 2. That the term of said appointment shall be effective from March 5, 2024 through December 31, 2027.

Section 3. That this resolution shall take effect immediately.

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

RESOLUTION NO. 47 - 2024

**RESOLUTION AUTHORIZING AGREEMENT BETWEEN
LEWIS COUNTY DISTRICT ATTORNEY
AND NICHOLAS DeMARTINO, ESQ.**

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

WHEREAS, the Lewis County District Attorney was recently appointed by the Honorable Deborah J. Karalunas to act as Special District Attorney on behalf of Oswego County, on a number of identified criminal cases in Oswego County as a result of potential conflicts of interest between his office and the criminal defendants; and

WHEREAS, the Lewis County District Attorney seeks to enter into an agreement with Nicholas DeMartino, Esq., an experienced criminal attorney with offices in Syracuse, New York to provide legal services as outside counsel, on behalf of the Lewis County District Attorney in these Special Prosecutor assignments for neighboring District Attorney offices; and

WHEREAS, the agreement for legal services shall be payable to Attorney DeMartino at the rate of \$158.00 per hour, the NYS Assigned Counsel rate. These services shall be performed commencing March 1, 2024 through December 31, 2024, as assigned by the Lewis County District Attorney, and as he may extend as required on each assigned case;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. That the Lewis County Board of Legislators hereby authorizes an agreement between the Lewis County District Attorney's Office and Nicholas DeMartino, Esq. of Syracuse, NY, for the purpose of providing criminal prosecution services for cases in Oswego County due to the conflicts of interest the Court has determined to require an Order to appoint a Special District Attorney, for the period of March 1, 2024 through December 31, 2024 at a cost not to exceed \$158.00 an hour.

Section 2. That the Lewis County Board of Legislators hereby authorizes the Lewis County District Attorney to make, execute, seal and deliver such Agreement, pending approval by the County Attorney.

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

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

RESOLUTION NO. 48 - 2024

**RESOLUTION AMENDING COMPENSATION PLAN
WITH REFERENCE TO THE DISTRICT ATTORNEY'S OFFICE**

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

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 District Attorney's Office, effective and retroactive to February 26, 2024, for the following:

<u>ABOLISH</u>	<u>STATUS</u>	<u>HOURLY RATE</u>
Office Specialist	Full-time	\$18.68 - \$21.38
<u>CREATE</u>	<u>STATUS</u>	<u>HOURLY RATE</u>
Paralegal	Full-Time	\$21.46 - \$24.15

Section 2. That this resolution shall take effect immediately.

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

RESOLUTION NO. 49 - 2024

RESOLUTION ESTABLISHING EMPLOYEE STANDARD WORKDAY

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

BE IT RESOLVED as follows:

Section 1. That the Lewis County Board of Legislators hereby establishes the following as the standard workday for its County employees and will report days worked to the New York State and Local Employees Retirement System based on the time keeping system or the record of activities maintained and submitted by the Clerk of the Board.

Job Titles with 6 Hour Standard Work Day		
Animal Control Officer	Chairman, Legislator	Election Poll Workers
BOE Machine Technicians	Civil Process Server	Legislator

Job Titles with 7.5 Hour Standard Work Day		
Account Clerk	Geographic Information Spclst.	Real Property Systems Spclst.
Administrative Asst.	GIS Mapping Technician	Registered Professional Nurse
Assessor	LAN Administrator	Sr. Account Clerk
Case Aide	Meals Program Coordinator	Sr. Employment & Training Spclst.
Case Supervisor, Grade B	Medical Clerk	Sr. Keyboard Specialist
Caseworker	Motor Vehicle App. Examiner	Sr. Social Svcs Program Examiner
Computer System Assistant	Motor Vehicle Supervisor	Sr. Social Svcs Welfare Examiner
Coord. Children Special Needs	Office For Aging Director	Social Svcs Investigator
Coord. Services For Aging	Office Manager II	Social Svcs Program Examiner
Deputy Elections Commissioner	Office Specialist	Social Svcs Welfare Examiner
E911 Address Tech/Data Collector	Personnel Assistant	Specialist, Services For Aging
Early Intervention Service Coord.	Principal Acct. Clerk, Treasurer	Support Examiner
Employment & Training Asst.	Public Health Nurse	Tax Map Technician
Employment & Training Spclst.	Public Health Specialist	Youth Services Planner

Job Titles with 8 Hour Standard Work Day		
911 Operations Coordinator	Deputy County Clerk	HVAC Systems Technician
Administrative Asst., Probation	Deputy County Treasurer	Jail Nurse
Asst County Attorney	Deputy Director of Emergency Mgmt	Laborer
Asst District Attorney	Deputy Director Public Health	Mechanic
Auto Mechanic Supervisor	Deputy Sheriff	MEO
Benefits Specialist	Deputy Sheriff Sergeant	Paralegal
Bridge Construction Supervisor	Deputy Sherrif Criminal Investigator	Principal Account Clerk

Building Maintenance Worker	Director of Economic Supports	Probation Director
Building/Junkyard Insp. Officer	Director of Fire & Emergency Mgmt	Probation Officer
Clerk of the Board	Director of Human Resources	Public Health Director
Codes Enforcement Officer	Director of IT	Purchasing Director
Commissioner of Social Services	Director of Planning	Recreation Crew Foreman
Community Dev. Specialist	Director of Real Property	Recreation Crew Leader
Community Services Director	Director of Services	Recreation Crew Worker
Confidential Secretary	Dispatcher/Correction Officer	Rec., Trails & Forestry Director
Confid. Sec. to Commissioner	Dispatcher/CO Working Supervisor	Sr. Codes Enforcement Officer
Cook	District Attorney	Sr. Keyboard Spclst., Planning
Cook Manager	Deputy Community Svcs Director	Sr. Probation Officer
Correction Officer	Early Intervention Service Coord.	Sheriff
Correction Officer Corporal	Elections Commissioner	Solid Waste Director
Correction Officer Lieutenant	Fiscal Manager	Staff & Workforce Dev. Coord.
Correction Officer Sergeant	General Highway Supervisor	Student Worker
County Attorney	Grant Coordinator	Supervising PH Nurse
County Manager	HEO	Supervisor of B&G
Custodial Worker	HEO/Sign Maintenance Worker	Undersheriff
DA Investigator	Highway Superintendent	Working Supervisor, Buildings
Deputy Clerk of the Board	HR Specialist	Working Supervisor, Solid Waste

Section 2. That this resolution shall take effect immediately.

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

RESOLUTION NO. 50 - 2024

**RESOLUTION URGING NYS LEGISLATORS
TO ADVOCATE ON BEHALF OF SUNY COMMUNITY COLLEGES
FOR INCREASED FUNDING IN THE FY 25 STATE BUDGET**

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

WHEREAS, New York State has not met its obligation to share equally in support of the State's community colleges; and

WHEREAS, the State's direct tax support for SUNY's community colleges is lower than it was a decade ago, has not increased in three years, and has fallen behind the NY State counties' direct tax support to community colleges by \$97 million; and

WHEREAS, SUNY's community colleges ensure open access serving the largest percentage of low income, historically marginalized populations, and working adults of all SUNY sectors; and

WHEREAS, the continued financial health and growth of community colleges in the north country, especially Jefferson Community College, is of great importance to Lewis County and its residents in ensuring local access and development of a skilled workforce in Lewis County; and

WHEREAS, increasing base operating aid by \$97 million will bring the state's share of direct state tax support for operating aid to equal that of New York's counties and support training thousands of New Yorkers in the North County in high demand jobs; and

WHEREAS, the Governor's FY25 Executive Budget does not include any increase in base operating aid for community colleges. Without an increase to base operating aid, community colleges will be unable to appropriately and substantially meet the workforce needs of New York State, particularly in the North Country and Lewis County, in healthcare, semi-conductor manufacturing, IT and regionally based industry sectors;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. That the Lewis County Board of Legislators hereby urges New York State Legislators to advocate on behalf of the community college sector of SUNY by ensuring that NYS meets its fiduciary obligation to share equally with counties in financial support of the community colleges by adding an additional \$97 million in operating base aid for the community colleges.

Section 2. That a certified copy of this resolution be sent to Governor

Kathy Hochul, Senator Mark Walczyk, Assemblyman Ken Blankenbush, and all other members of the NYS Senate and Assembly as the Board deems appropriate.

Section 3. That this Resolution shall take effect immediately.

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

RESOLUTION NO. 51 - 2024

**RESOLUTION AUTHORIZING AGREEMENT
WITH COUGHLIN PRINTING TO CREATE MUNICIPAL WEBSITES AND SECURE
EMAIL ADDRESSES WITH FUNDING FROM THE
COUNTY-WIDE SHARED I.T. SERVICES INITIATIVE PROJECT**

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

WHEREAS, the County of Lewis, by and through the Lewis County Board of Legislators, authorized grant funding through the New York State Department of State pursuant to Resolution No. 20-2023; and

WHEREAS, Coughlin Printing has the expertise to develop up to 25 municipal websites and their associated email addresses to provide secure and reliable emails for officials along with ease of access for the public. Coughlin Printing proposes to charge the County for these services based upon time, materials, and potential overhead costs, estimated to be \$ 198,868.00 for website development and respective email addresses; and

WHEREAS, the Director of Planning and Community Development recommends that the Board authorize this agreement in order to develop these websites and email addresses with the grant award received;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. That the Lewis County Board of Legislators hereby authorizes an Agreement with Coughlin Printing to develop up to 25 municipal websites and their associated email addresses to provide easy access for members of the community and to access secure and reliable email addresses of officials. The agreement shall provide for Coughlin Printing to bill the County based upon time, materials, and overhead, for a total cost estimate of \$198,868.00.

Section 2. That the Board of Legislators authorizes the Treasurer to pay the costs under this contract from the 2023 NYS Shared Services Account.

Section 3. That the Chair or Vice-Chair of the Board of Legislators is hereby authorized to make, execute, seal, and deliver such Agreement with such terms and conditions as the County Attorney may recommend.

Section 4. That this Resolution shall take effect immediately.

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

RESOLUTION NO. 52 - 2024

**RESOLUTION AUTHORIZING AGREEMENT
WITH GENERAL CODE, LLC FOR MUNICIPAL DIGITAL CODIFICATION WITH
FUNDING AVAILABLE THROUGH THE
COUNTY-WIDE SHARED I.T. SERVICES INITIATIVE PROJECT**

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

WHEREAS, the County of Lewis, by and through the Lewis County Board of Legislators, authorized grant funding through the New York State Department of State pursuant to Resolution No. 20-2023; and

WHEREAS, General Code, LLC, has the expertise to digitally codify up to 23 Lewis County municipalities to post their local codes on the General Codes eCode360 Platform. General Code proposes to charge the County for these services based upon time, materials, and potential overhead costs, estimated not to exceed \$ 345,000.00 to work directly with each municipality to post all local codes on their platform; and

WHEREAS, the Director of Planning and Community Development recommends that the Board authorize this agreement in order to post these local codes with the grant award received;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. That the Lewis County Board of Legislators hereby authorizes an Agreement with General Code, LLC to digitally codify 23 Lewis County municipalities using the company's eCode360 Platform. The agreement shall provide for General Code, LLC to bill the County based upon time, materials, and overhead, for a total cost estimated not to exceed \$345,000.00.

Section 2. That the Board of Legislators authorizes the Treasurer to pay the costs under this contract from the 2023 NYS Shared Services Account.

Section 3. That the Chair or Vice-Chair of the Board of Legislators is hereby authorized to make, execute, seal, and deliver such Agreement with such terms and conditions as the County Attorney may recommend.

Section 4. That this Resolution shall take effect immediately.

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

RESOLUTION NO. 53 - 2024

**RESOLUTION AUTHORIZING GRANT APPLICATION FOR
CONNECTALL MUNICIPAL INFRASTRUCTURE GRANT PROGRAM**

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

WHEREAS, the County of Lewis through the Planning Department, desires to apply for up to \$30,000,000.00 in financial assistance through the Municipal Infrastructure Program ("MIP") under Empire State Development's ConnectALL Office ("CAO"); and

WHEREAS, the CAO intends to use funding from the United States Department of Treasury Capital Projects Fund to improve broadband access in communities across the state facing connectivity challenges due to the lack of affordable, high-speed internet infrastructure; and

WHEREAS, the application proposes funding to support the development of open-access and last-mile fiber optic broadband infrastructure to connect unserved households and businesses throughout the county with high-speed internet; and

WHEREAS, the proposed funding will contribute to ongoing community revitalization efforts; and

WHEREAS, the grant application requires that approval and endorsement of the governing body of the municipality in which the project will be located;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators hereby authorizes the Planning Department to submit the online application to Empire State Development's CAO for up to \$30,000,000.00 under Municipal Infrastructure Program (MIP) funding to develop open access and last-mile fiber optic broadband infrastructure to connect unserved households and businesses with high-speed internet.

Section 2. The Director of Planning, the Chair or Vice Chair of the Board of Legislators be and the same is hereby authorized to sign and submit the application prepared by the Planning Department with the assistance of DANC under this grant program.

Section 3. In the event the County is awarded grant funds, the Board of Legislators hereby authorizes acceptance of the award, authorizes the Chair or Vice-Chair to execute any grant agreement and other documents required to accept the

award upon review and approval of the County Attorney; and directs the Treasurer to appropriate the awarded funds into the appropriate accounts.

Section 4. That this Resolution shall take effect immediately.

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

RESOLUTION NO. 54 - 2024

**RESOLUTION AWARDING BID AND AUTHORIZING CONTRACT BETWEEN
THE COUNTY OF LEWIS AND IN-SITE: ARCHITECTURE, LLP TO PROVIDE
PROFESSIONAL DOWNTOWN DESIGN GUIDELINE SERVICES FOR FUTURE
REDEVELOPMENTS TO ENHANCE COMMUNITY APPEAL**

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

WHEREAS, the Director of Planning and Community Development Department, in consultation with the Purchasing Department sent out an RFP for professional design guideline services to establish and promote future redevelopments that help preserve historical architecture and blend designs into existing landscapes to encourage aesthetically pleasing developments as more fully outlined and set forth in the RFP; and

WHEREAS, one (1) bid proposal was opened on February 9, 2024 at 2:00 pm. The Planning Department staff and Purchasing Director carefully reviewed the bid submission and assessed the criteria. After careful consideration and review, this team recommends that the Board of Legislators award the bid and contract to the only bidder, In-Site: Architecture, LLP of 2 Borden Ave, Perry, NY 14530 to complete the RFP Tasks at a cost not to exceed \$32,000.00, with the project expected to conclude on or about July 31, 2024; and

WHEREAS, the Planning and Community Development Department has budgeted \$15,000.00 for this project, and has received funding in the amount of \$20,000.00 through the NYMS Program; and

WHEREAS, the Board of Legislators seeks to accept this recommendation, award the bid and contract with In-Site: Architecture, LLP for this project;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. That the Lewis County Board of Legislators hereby authorizes an agreement with and awards the bid under the County-Wide Design Guidelines Project to In-Site: Architecture, LLP of Perry, NY 14530, to complete the scope of work as outlined in the RFP and as they present in their bid proposal dated January 30, 2024, at a cost not to exceed \$32,000.00.

Section 2. That the Lewis County Board of Legislators authorizes said agreement to include provisions for In-Site: Architecture, LLP to provide reports to the County Departments involved in the project, with an anticipated completion date on or about July 31, 2024.

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 extensions or

modifications thereto, and authorizes the Treasurer to appropriate the funds, upon review and 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. 55 - 2024

RESOLUTION AUTHORIZING ACCEPTANCE OF THE 2023-2024 NYS DIVISION OF CRIMINAL JUSTICE AWARD FOR CERTIFIED PRETRIAL SERVICES THROUGH THE PROBATION DEPARTMENT AND APPROPRIATION OF FUNDS

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

WHEREAS, the NYS Division of Criminal Justice Services (DCJS) recently advised that the County will receive 2023-24 funding to offset the costs associated with provision of certified pretrial services in the amount of \$60,000.00 for the period of April 1, 2023 through March 31, 2024; and

WHEREAS, the pretrial certified services associated with this award include but are not limited to costs for screening, assessments, supervision and reporting; and

WHEREAS, the Board of Legislators wishes to accept such award and appropriate the funds;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. That the Lewis County Board of Legislators hereby accepts the NYS DCJS funding award of \$60,000.00 to offset the costs associated with certified pretrial services provided by the Probation Department.

Section 2. That the Lewis County Board of Legislators hereby authorizes the Treasurer to appropriate the funds when received and to deposit same into the appropriate Probation Department budget lines.

Section 3. That the Chairman or Vice-Chairman of the Board of Legislators is hereby authorized to execute, seal and deliver any documents, required by NYS DCJS under the award of said funds, pending review by the County Attorney.

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

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

RESOLUTION NO. 56 - 2024

**RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN LEWIS COUNTY
DEPARTMENT OF PUBLIC HEALTH
AND MELANIE SABER, LCSW, PLLC**

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

WHEREAS, the Lewis County Department of Public Health wishes to enter into an Agreement with Melanie Saber, LCSW, PLLC to provide psychological services to qualifying children in the preschool special education program at the pre-approved NYSED rates; 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 with Melanie Saber, LCSW, PLLC for the purpose of providing psychological services to qualifying children in the preschool education program.

Section 2. That the term of this agreement shall be from March 1, 2024 through February 28, 2025 under the pre-approved NYSED rates for same, with automatic annual renewal unless approved by both parties.

Section 3. That the Chair or Vice-Chair of the Board of Legislators is hereby authorized to make, execute, seal and deliver such Agreement and any amendments/extensions 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. 57 - 2024

**RESOLUTION REGARDING SEQRA REVIEW OF 3.5 MILES OF
REROUTE TO THE LEE GULF TRAIL, INCORPORATING
THE NEW TRAIL INTO THE LEWIS COUNTY OHV TRAIL
SYSTEM AND DECLARING NO SIGNIFICANT IMPACT
(JD Realty of Lowville, LLC, Village of Turin & Ronald C. White Properties)**

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

WHEREAS, the Board of Legislators has heretofore determined that the development of a county-wide trail system that can effectively and safely accommodate Off-Highway Vehicles (“OHV’s”), (as defined in Local Law No. 3-2019) is in the public interest and will enhance the recreational use of the natural resources available in the County, as well as encourage tourism; and

WHEREAS, the Board of Legislators heretofore conducted an extensive evaluation of the potential environmental impacts associated with the development of a county-wide ATV trail system pursuant to Article 8 of the Environmental Conservation Law of the State of New York, as amended, and Title 6, Part 617 of the New York Codes, Rules and Regulations (“NYCRR”) implementing Article 8 (collectively referred to hereinafter as “SEQRA”); and

WHEREAS, in accordance with the procedures outlined in 6 NYCRR § 617.9, the Board of Legislators caused to be prepared a Draft Generic Environmental Impact Statement (“DGEIS”) and a Final GEIS (collectively the “GEIS”); on January 9, 2009, the Board of Legislators issued a written Statement of Findings setting forth the Board’s conclusions and determinations, based upon the facts and analysis contained in the GEIS; and

WHEREAS, the Board of Legislators formally established the Lewis County Trail System by adopting Local Law No. 2 – 2009, **“A LOCAL LAW ESTABLISHING THE LEWIS COUNTY TRAIL SYSTEM”**, as subsequently amended and re-stated in Local Law No. 3-2019, **“A LOCAL LAW AMENDING LOCAL LAW NO. 2-2009 AND RE-ESTABLISHING THE LEWIS COUNTY TRAIL SYSTEM”** (herein, “Local Law”); and

WHEREAS, the Local Law and the 2009 Statement of Findings contemplate future amendments to the Trail System through the addition of trails and/or the opening of interconnecting roads, and set forth procedures for making such amendments, and in particular, the procedures for amending the GEIS in compliance with SEQRA prior to amending the Trail System; and

WHEREAS, the Director of Recreation, Forestry and Parks has presented the Board of Legislators with a request to add a proposed addition of 3.5 miles of a

reroute to the Lee Gulf Trail to be added to the Lewis County OHV Trail System, and connecting this addition to the existing trail on Ives Road. The proposed trail is located in the Town of Turin, and includes portions of the following parcels:

Parcel No.: 304.00-01-4.4- JD Realty of Lowville.
Parcel No.: 304.00-01-011.00- JD Realty of Lowville.
Parcel No.: 304.00-01-9.00- Village of Turin.
Parcel No.: 304.00-01-10.00- Village of Turin.
Parcel No.: 305.00-01-03.120- Ronald C. White; and

WHEREAS, as a consequence, the Board of Legislators caused a site-specific environmental review of the proposed properties and trail reroute, pursuant to Section 8.2 of the Statement of Findings; and

WHEREAS, the Board of Legislators received a report from the Soil and Water Conservation District detailing its investigations, findings, and conclusion of no significant environmental impact with respect to the trail on these properties. With the assistance from County staff and counsel, the Board has reviewed the same and compared it with the GEIS and Statement of Findings;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators has reviewed the Report from Soil and Water Conservation District and concludes that there is no significant environmental impact in adding this trail as a reroute of the Lee Gulf Trail, on the identified parcels located in the Town of Turin to the Lewis County Trail System.

Section 2. Based upon its review and analysis of the data contained in the Report and the Specific Environmental Review and Assessment Statement pertaining to the trail on the properties, the Board of Legislators hereby finds and determines that:

- a. The Report adequately sets forth the relevant and material facts necessary for the Board of Legislators to make a decision;
- b. The Report adequately describes the consultant's investigations and analysis as to any significant adverse impacts and necessary mitigations for the specific sites;
- c. The Report's findings are consistent with the criteria identified and set forth in the GEIS and the Statement of Findings;
- d. The investigation and analysis of the described trail on Parcel Nos. 304.00-01-4.4, 304.00-01-011.00, 304.00-01-9.00, 304.00-01-10.00, and 305.00-01-03.120, do not reveal any environmental impacts that were either not addressed or were not adequately addressed in the GEIS and the Statement of Findings.

Section 3. As a consequence of these determinations, the Board of Legislators hereby finds and declares that the reroute of the Lee Gulf Trail by the addition of 3.5 miles of trail identified as part of Parcel Nos. 304.00-01-4.4, 304.00-01-011.00, 304.00-01-9.00, 304.00-01-10.00, and 305.00-01-03.120 in the Town of Turin, to the Lewis County OHV Trail System, will not result in a significant environmental impact.

Section 4. The Board of Legislators further finds and declares that pursuant to 6 NYCRR Part 617.10(d), a Supplemental Findings Statement need not be filed, and no further action need be taken with regard to the County's environmental review of the Lee Gulf reroute sites herein identified and therefore, the Board has completed its lead agency responsibilities under SEQRA with regard to this trail addition.

Section 5. That this Resolution shall take effect immediately.

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

RESOLUTION NO. 58 - 2024

**RESOLUTION TO ADD 3.5 MILES OF NEW TRAIL TO THE LEWIS COUNTY OHV
TRAIL SYSTEM AS A REROUTE OF A PORTION OF THE LEE GULF TRAIL
(JD Realty of Lowville, LLC, Village of Turin & Ronald C. White Properties)**

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

WHEREAS, the Lewis County Board of Legislators has heretofore determined that the development of a county-wide trail system that can effectively and safely accommodate Off-Highway Vehicles (“OHV’s”), (as defined in Local Law No. 3-2019) is in the public interest and will enhance the recreational use of the natural resources available in the County, as well as encourage tourism; and

WHEREAS, the Board of Legislators formally established the Lewis County Trail System (herein “Trail System”) by adopting Local Law No. 2 – 2009, **“A LOCAL LAW ESTABLISHING THE LEWIS COUNTY TRAIL SYSTEM”**, as subsequently amended and re-stated in Local Law No. 3-2019, **“A LOCAL LAW AMENDING LOCAL LAW NO. 2-2009 AND RE-ESTABLISHING THE LEWIS COUNTY TRAIL SYSTEM”** (herein, “Local Law”); and

WHEREAS, the Local Law and the Statement of Findings contemplate future amendments to the Trail System through the addition of trails and/or the opening of interconnecting roads and set forth procedures for making such amendments, including a SEQRA review of any proposed addition to the Trail System; and

WHEREAS, the Director of Recreation, Forestry and Parks has presented the Board of Legislators with a request to reroute a portion of the Lee Gulf Trail by the proposed addition of 3.5 miles of trail on the following parcels to the Lewis County OHV Trail System. The rerouted trail is found on the properties owned by JD Realty of Lowville, LLC, the Village of Turin, and Ronald C. White, all in the Town of Turin, which include the following parcels:

Parcel No.: 304.00-01-4.4– JD Realty of Lowville
Parcel No.: 304.00-01-011.00 – JD Realty of Lowville
Parcel No.: 304.00-01-9.00- Village of Turin
Parcel No.: 304.00-01-10.00- Village of Turin
Parcel No.: 305.00-01-03.120- Ronald C. White; and

WHEREAS, the Board has completed its review under SEQRA with respect to the properties and trails identified above, and based upon an investigation and analysis conducted by the Soil and Water Conservation District, found and determined that adding these properties and trails to the Lewis County Trail System will not result in a significant environmental impact;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators hereby deems the trails located on the following privately owned properties in the Town of Turin, identified on parcel numbers 304.00-01-4.4, 304.00-01-011.00, 304.00-01-9.00, 304.00-01-10.00, and 305.00-01-03.120, as more fully described in the Statement prepared by the Soil and Water Conservation District, are hereby deemed incorporated into and made a part of the Lewis County Trail System.

Section 2. The Lewis County Board of Legislators hereby authorizes the reroute of a portion of the Lee Gulf Trail by the addition of 3.5 miles of trails to the Lewis County OHV Trail System and authorizes amendment of the maps of the Lewis County Trail System as the same are published on the Lewis County website and elsewhere, to include the trails described herein, together with such other and further actions as may be necessary to administer and maintain such trails consistent with the Lewis County OHV Trail Plan, the GEIS and Statement of Findings, and Local Law No. 3-2019.

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

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

RESOLUTION NO. 59 - 2024

**RESOLUTION AWARDING BID AND AUTHORIZING AGREEMENT BETWEEN
THE COUNTY OF LEWIS AND HILL HIGH EXCAVATION, LLC
FOR THE CONSTRUCTION OF A WATER SYSTEM AT
SINGING WATERS PARK**

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

WHEREAS, the Recreation, Forestry and Parks Department sent out a Request for Proposals for the construction of a water system at Singing Waters Park, a County owned facility, according to the terms and specifications as set forth in the RFP, returnable on February 9, 2024; and

WHEREAS, present for the bid openings was the Director of Purchasing, and the County Attorney, with 5 bid responses received and opened; and

WHEREAS, after review and consideration of the proposals, the Director of Recreation, Forestry, and Parks recommends awarding the bid to Hill High Excavation, LLC, the lowest bidder at a price of \$55,390.00, in accordance with the specifications and scope of work set forth in the RFP; and

WHEREAS, the Board of Legislators seeks to award the bid to Hill High Excavation, LLC and authorizes an agreement for the specified services to be provided in accordance with the RFP;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. That the Lewis County Board of Legislators hereby authorizes and approves an Agreement with Hill High Excavation, LLC, Clayton, NY 13624, to construct a water system at Singing Waters Park in the Town of Greig, in accordance with the specifications and requirements set forth in the RFP.

Section 2. That the Lewis County Board of Legislators authorizes said agreement to include all conditions and requirements set forth in the RFP together with inclusion of any and all additional terms and conditions recommended by the County Attorney, at a cost of \$55,390.00 for the term commencing upon execution of the agreement through June 14, 2024.

Section 3. That the Chair or Vice-Chair of the Board of Legislators is hereby authorized to make, execute, seal, and deliver such Agreement and any amendments thereto, upon review and 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. 60 - 2024

**RESOLUTION TO APPROPRIATE FUNDS
E911**

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

BE IT RESOLVED, as follows:

Section I. That the following appropriation is hereby approved to take place in the E911 Accounts for 2023 - 2024 NYS Radio Grant funds awarded:

Increase Revenue:

A0302000 331807 NYS Radio grant Revenue 2023-2024 \$665,538.00

Increase Expenditures:

A0302000 291807 NYS Radio 2023-24 Equipment \$200,000.00

A0302000 461807 NYS Radio 2023-24 Repairs \$165,538.00

A0302000 496807 NYS Radio 2023-24 Prof Services \$300,000.00

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

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

RESOLUTION NO. 61 - 2024

RESOLUTION APPROVING CORRECTION OF TAX BILL

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

WHEREAS, pursuant to the franchise agreements between Time Warner Cable, TCI, and the Towns of Croghan, Denmark, Diana, Greig, Lewis, Leyden, Lowville, Lyonsdale, Martinsburg, New Bremen, Watson, and West Turin which allowed them to deduct from taxes the franchise fee paid to the Towns;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. That payment be accepted as follows:

		Amount Paid:	Charge to Town:
Croghan	538.00-08-00.000	\$473.49	\$150.55
	538.00-05-06.000	270.73	64.03
	538.00-08-06.000	2,436.58	576.31
Denmark	552.00-03-00.000	215.71	117.09
	552.00-05-00.000	18.41	9.99
Diana	552.00-05-08.000	921.19	390.93
Greig	542.02-07-09.000	3,147.39	1,325.02
Lewis	550.00-10-11.000	247.25	261.16
Leyden	550.00-07-12.000	563.62	195.51
	550.00-10-12.000	277.59	96.29
	550.00-07-00.000	75.44	31.98
Lowville	550.00-05-00.000	649.44	220.08
	550.00-05-13.000	2,695.19	703.98
Lyonsdale	550.00-07-00.000	44.10	19.14
	550.00-07-00.000	235.89	102.38
Martinsburg	542.02-05-15.000	1,503.05	669.22
New Bremen	552.00-08-00.000	8.80	4.81
	542.05-08-05.000	131.86	50.24
	552.00-08-02.000	2,211.01	667.50
Watson	542.02-08-21.000	1,843.95	1,261.45
	542.02-07-21.000	2,802.82	1,917.41
	542.02-05-21.000	2,729.05	1,866.95
West Turin	550.00-07-00.000	65.98	30.34
	550.00-07-00.000	138.61	63.73
		<u>\$23,707.15</u>	<u>\$10,796.09</u>

Section 2. That the County Treasurer is hereby directed to adjust, apportion, and charge back such amount in the manner prescribed by law. The amount to charge the Towns is \$10,796.09.

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

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

RESOLUTION NO. 62 - 2024

**RESOLUTION IN MEMORIAM OF
SAM F. VILLANTI**

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

WHEREAS, **Sam F. Villanti** of Brantingham, New York, recently departed this life on February 10, 2024; and

WHEREAS, **Sam F. Villanti** was chosen by the electorate to serve on the Lewis County Board of Legislators effective January 1, 1970 through September 30, 1994, as the District No. 5 representative; and

WHEREAS, during his tenure he served as Chairman of the Board of Legislators from 1975 through 1978, and organized Lewis County's celebration of the United States Bicentennial in 1976. Sam was committed to Lewis County and did so by serving his community as a Lowville Village Board Trustee, Lewis County Chamber of Commerce board member, Lewis County Opportunities board member, Lewis County Republican Chairman, New York State Republican Committee member, and New York State Parks Commission representative; and

WHEREAS, it is proper for us as friends, acquaintances and members of this Board of Legislators to record our recognition and appreciation for the sincere, generous and valuable services rendered by our former colleague **Sam F. Villanti**.

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. That as an enduring record and mark of respect to the memory of **Sam F. Villanti**, a true friend and honorable and able public official, this resolution shall be printed in the official record of the proceedings of the Board of Legislators of the County of Lewis, with a copy thereof forwarded to the family of **Sam F. Villanti**.

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